



March 11, 2024

Prof. Ed Allan L. Alcober
Department of Agronomy
Visayas State University
Visca, Baybay City, Leyte

Dear Prof. Alcober:

As favorably endorsed and recommended by the Vice President for Research, Extension and Innovation, you are hereby appointed as Co-Study Leader of Component 1 "**(Production and distribution of NSIC-recommended, registered, and certified rice and corn seeds)**", from Extension Project entitled "Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas" (project code: EXT69-Agronomy), "charged to the (GAA Funded projects) subjects to availability of funds effective (March 11, 2024 - May 21, 2024) with equivalent workload units. Renewable every year until completion of the project.

As Co-Study Leader, you are expected to submit to OVPREI through the Center/ Institute Director or College Dean the Following reports:

1. Takes charge in producing and distributing NSIC-recommended rice and corn seeds.
2. Assists the project leader in the implementation of the project.
3. Updates the Department, College Research Coordinator, RDEI Extension Office on the progress of the project.
4. Present the progress and research outputs during the annual RDE In- house review.
5. Publish important findings in refereed journals.

Any changes in the title, methodology, project site, and/or budget, the approval should first be sought from the University President upon recommendation by the concerned College Dean, Center, Director for Research, Extension and Innovation.

PROSE IVY G. YEPES
President

cc: VPREI-VP-RPO; Director, Center, Dean, College; RSPPRO, Budget Office; Finance Management Office (FMO); Accounting Office; File-OP