

January 6, 2025

**Dr. Prose Ivy G. Yepes**

President

Visayas State University

Visca, Baybay City, Leyte

*Thru:* **Dr. Santiago T. Peña Jr.**

Vice-President for Research, Extension, and Innovation

Dear **Dr. Yepes**,

This is to recommend the renewal of the appointment of **Dr. Marlito M. Bande** as **Component Leader** of the **"Learning and Skills Development: Hands-on Experience and Exposure in the Demonstration Farm of Sustainable Agriculture and NRM through Rainforestation Approach"**, Component 2 of the *"Development of a Province-Wide Learning Site on Sustainable Agriculture and Natural Resource Management and Assessment of Community People's Perception Towards the Rainforestation KALAH-I-CIDSS Program in Cabucgayan, Biliran - Phase 2: Progression of the Province-Wide Learning Site on Sustainable Agriculture and NRM through Rainforestation in Cabucgayan, Biliran"* (**Project Code: KALAH-I-CIDSS**), without honorarium, effective immediately until December 31, 2025, with equivalent workload units, renewable every year, until the completion of the project.

As Component Leader, Dr. Bande will continue to perform the following responsibilities:

1. Exercise supervision and control in the implementation of the component;
2. Submit to OVPREI, through the Project Leader, the following reports:
  - a. Consolidated/Integrated report on the significant outputs/outcome of the component;
  - b. Quarterly extension progress reports to the OVPREI-Extension Office;
  - c. Annual extension accomplishment reports every 1<sup>st</sup> week of January of the succeeding year;
3. Present the extension highlights or papers during the Extension In-house Review and Evaluation;
4. Present a paper in the regional/national R&D Symposia/fora (*as scheduled by the Consortium/National agency concerned with the prescribed standard format*);
5. Submit terminal report three (3) months after completion of the extension project.

Thank you for your continued support to the Institute.

Very truly yours,

**ANGELITA B. ORIAS**

Project Leader, KALAH-I-CIDSS



**INSTITUTE OF TROPICAL ECOLOGY AND  
ENVIRONMENTAL SCIENCE**

**Faculty of Forestry and Environmental Science**

Visayas State University, Visca, Baybay City, Leyte

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**Conformé:**

**MARLITO M. BANDE**  
Assoc. Prof. V, ITEES

**Endorsed by:**

**RENEZITA S. COME**  
Dean, Faculty of Forestry and  
Environmental Science (FFES)

**Recommending Approval:**

**SANTIAGO T. PEÑA JR.**  
VP for Research, Extension, and Innovation

**Certified Funds Available:**

**ALICIA M. FLORES**  
Head, Budget Office

**Noted:**

**CATHERINE C. ARRADAZA**  
Director for Extension

cc: OVPREI-VP  
OVPREI-Extension  
Budget Office  
FFES Dean  
MMBande  
RSPPRO  
ITEES

**Vision:** A globally competitive university for science, technology, and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.