



January 3, 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: Dr. Maria Juliet C. Ceniza
VP for REI


Dear Dr. Tulin:

This is to recommend the appointment of Ms. **Hadasha N. Bongat** as component leader of the project entitled "**Strengthening Rural-Based Organizations: Focus on Baybay Dairy Cooperative (BDC)**" with project code: **BDC Ext.70** without honorarium effective January 3, 2023 to December 31, 2023 chargeable to **VSU GAA 2023**.

As component leader for the project, Ms. Bongat is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Plan project activities for the year;
2. Implement business management-related capacity-building activities as planned;
3. Prepare reports for project activities; and
4. Publish articles from project results.

Very truly yours,


GINA A. DELIMA
Project Leader

Conforme:

HADASHA N. BONGAT
Instructor, DBM

Noted by:

LILIAN B. NUÑEZ
Director, ISRDS