



April 1, 2021

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. Inish Chris P. Mesias as **Co-Study Leader** of the Project entitled "Technical and System Improvement of the portable Extruder" with an honorarium in the amount of SIX THOUSAND PESOS (P6,000.00) per month effective January 1, 2021 to May 31, 2021 chargeable to **20201050-10.105** unless sooner terminated due to lack of funds.

As Co-Study Leader, she is entitled to appropriate workload units as prescribed in the Research Manual and is expected to perform the following responsibilities:

1. Conduct product idea generation, product screening and consumer survey for chippy and puffed products
2. Develop new chippy and puffed products or variants from rootcrops
3. Conduct sensory and physico-chemical evaluation, nutritional analysis, and shelf-life studies of the newly developed products
4. Design semi-annual progress report and annual report to the supervisor
5. Do other duties as the supervisor may assign

In case of 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 or Center Director and the Vice President for Research & Extension.

Very truly yours,


LISA I. ARCE
Assistant Director

EDGARDO E. TULIN
Director