



January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Tulin:

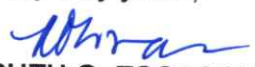
This is to recommend the appointment of **Dr. Dionesio M. Bañoc** as Project Leader of the Extension Project entitled "**Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas**". This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Project Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Take the lead in the implementation of the project.
2. Facilitates the production of quality planting materials of all agronomic crops.
3. Spearheads the conduct of trainings and distribution of quality planting materials to interested farmers.
4. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
5. Spearheads the design and development of print add materials and brochures of cultural management practices in agronomic crops.
6. Updates the Department, College Research Coordinator, RDEI Office on the progress of the project.
7. Present the progress and research outputs during the annual RDE In- house review,
8. Publish important findings in referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**DIONESIO M. BAÑOC**  
Prof. III /Project Leader

Certified Funds Available:

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



January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

Dear **Dr. Tulin**:

This is to recommend the appointment of **Prof. Ed Allan L. Alcober** as Co-Study Leader of Component 1 entitled: ***Production and distribution of NSIC-recommended, registered, and certified rice and corn seeds***, under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

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, and 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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**ED ALLAN L. ALCOBER**  
Assoc. Prof. IV

Certified Funds available:

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





January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Tulin:**


This is to recommend the appointment of **Dr. Nello D. Gorne** as Co-Study Leader of Component 2 entitled: ***Training and Technical assistance on the production systems of cereal crops; (rice, corn, adlay, sorghum) and other agronomic crops*** under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

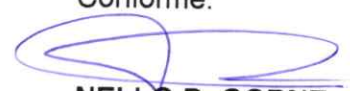
1. Spearheads in the conduct of trainings and distribution of quality planting materials to interested farmers.
2. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
3. Updates the Department, College Research Coordinator, RDEI Extension Office on the progress of the project.
4. Present the progress and research outputs during the annual RDE In- house review,
5. Publish important findings in referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours

  
**RUTH O. ESCASINAS**  
DA, Head

Conforme:

  
**NELLO D. GORNE**  
Assoc. Prof. IV

Certified Funds available:

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



January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Tulin:**


This is to recommend the appointment of **Dr. Berta C. Ratilla** as Co-Study Leader of Component 2 entitled: "**Training and Technical assistance on the production systems of cereal crops; (rice, corn, adlay, sorghum) and other agronomic crops**" under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Spearheads in the conduct of trainings and distribution of quality planting materials to interested farmers.
2. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours

  
**RUTH O. ESCASINAS**  
DA, Head

Conforme:

  
**BERTA C. RATILLA**  
Prof. IV

Certified Funds available:

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





January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Tulin:**

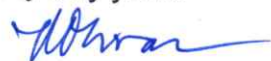
This is to recommend the appointment of **Dr. Dionesio M. Bañoc** as Co-Study Leader of Component 2 entitled: "**Training and Technical assistance on the production systems of cereal crops; (rice, corn, adlay, sorghum) and other agronomic crops**" under the Extension Project entitled: Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Spearheads in the conduct of trainings and distribution of quality planting materials to interested farmers.
2. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours

  
**RUTH O. ESCASINAS**  
DA, Head

Conforme:

  
**DIONESIO M. BAÑOC**  
Prof. III

Certified Funds available:

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



January 03, 2023

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

Thru: **Dr. Ma. Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Tulin:**

This is to recommend the appointment of **Mr. Teodomero C. Ratilla** as Co-Study Leader of Component 3 (**Production and distribution of NSIC-recommended legumes and root crop varieties**) under the Extension Project entitled: "Training, Technical Assistance, Distribution of Planting Materials, and Design, Production, and Distribution of Print Add Materials in Support to RDE Programs of VSU and Other Agencies in Eastern Visayas". This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Facilitates the production of quality planting materials of NSIC recommended legumes and Root crops.
2. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

**TEODOMERO C. RATILLA**  
Co- Study Leader

Certified Funds available:

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





January 03, 2023

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

Thru: **Dr. Ma. Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Tulin:

This is to recommend the appointment of **Mr. Wences Rey B. Dela Peña** as Co-Study Leader of Component 3 (**Production and distribution of NSIC-recommended legumes and root crop varieties**) under the Extension Project entitled: "Training, Technical Assistance, Distribution of Planting Materials, and Design, Production, and Distribution of Print Add Materials in Support to RDE Programs of VSU and Other Agencies in Eastern Visayas". This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Facilitates the production of quality planting materials of NSIC recommended legumes and Root crops.
2. Facilitates and develop technical assistance thru phone calls or schedule farm visits.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**WENCES REY B. DELA PEÑA**  
Instructor I

Certified Funds available:

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



January 03, 2023

**Dr. Edgardo E. Tulin**

President

Visayas State University

Visca, Baybay City, Leyte

Thru: **Dr. Maria Juliet C. Ceniza**

VP for REI, Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Tulin:

This is to recommend the appointment of **Ms. Loreme S. Cagande** as Co-Study Leader of Component 4 entitled: **"Design, production, and Distribution of ad materials and brochures"**, under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Manages the design, preparation, production and distribution of print ad materials and brochures.
2. Facilitates the number of brochures designed and distributed to the clients.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**LOREME S. CAGANDE**  
Instructor I

Certified Funds available:

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





January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Tulin:


This is to recommend the appointment of **Dr. Luz G. Asio** as Co-Study Leader of Component 4 entitled: **"Design, production, and Distribution of ad materials and brochures"**, under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:


1. Manages the design, preparation, production and distribution of print ad materials and brochures.
2. Facilitates the number of brochures designed and distributed to the clients.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**LUZ G. ASIO**  
Asst. Prof. II

Certified Funds available:

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



January 03, 2023

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

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Tulin:**


This is to recommend the appointment of **Mrs. Mariedith I. Bagarinao** as Co-Study Leader of Component 4 entitled: **"Design, production, and Distribution of ad materials and brochures"**, under the 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. This is without an honorarium effective on January 03, 2023 to December 31, 2023 unless revoked or terminated due to lack of budget.

As Co-Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:


1. Manages the design, preparation, production and distribution of print ad materials and brochures.
2. Facilitates the number of brochures designed and distributed to the clients.
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 referred journals.

In case of any changes in the title, methodology, project site, 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 and Extension.

Very truly yours,

  
**RUTH O. ESCASINAS**  
Head, DA

Conforme:

  
**MARIEDITH I. BAGARINAO**  
Asst. Prof. II

Certified Funds available:

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