



April 20,2022

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

Thru: Dr. Maria Juliet C. Ceniza
Vice President for Research, Extension and Innovation

Dear Dr. Tulin:

This is to recommend the appointment of **Mr KARL JOHN A. GALVEZ** as **Project Staff Level 2** of the approved VSU research project/study “ **Enhancing Livelihoods through Forest Landscape Restoration (ASEM/2016/103)**” funded by **Australian Centre for International Agricultural Research (ACIAR)** and **Philippine Council for Agriculture, Aquatic, and Natural Resources Research and Development (PCAARRD)** with an honorarium of SIX THOUSAND PESOS (Php 6,000.00) PER MONTH effective from May 1, 2022 to September 30, 2022 chargeable to **(101T 20201050 – 1.92)** unless sooner terminated due to lack of funds.

As a Project Staff Level 2, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Spearhead in the conduct of field research
2. Participate in data collection and analysis
3. Assist in making reports and carrying out project presentations; and
4. Perform other duties related to the study

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 and Extension.

Very truly yours,

ARTURO E. PASA
Project Leader

Conforme:

KARL JOHN A. GALVEZ
Project Staff

Certified funds available:

NICK FREDDY R. BELLO
Head, Accounting Office

Endorsed by:

MOISES NEIL V. SERINO
Dean, CME

Noted by:

ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:

MARIA JULIET C. CENIZA
VP for Research, Extension and Innovation

CC: *OVPREI-VP*
OVPREI-RPO, Extension and Innovation
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO