



VISAYAS
STATE UNIVERSITY

INSTITUTE FOR
**STRATEGIC RESEARCH AND
DEVELOPMENT STUDIES**

2 January, 2024

Dr. Daniel Leslie S. Tan

Officer-In-Charge

Visayas State University

Visca, Baybay City, Leyte

Thru: Dr. Dennis P. Peque

VP for REI

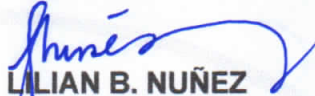
Dear Dr. Tan:

This is to recommend the appointment of **Ms. Merry Jean A. Caparas** as Study Leader of the research project entitled "**Colonial Urban Planning: The Retreat and Return Cycle of Coastal Slums Dwellers in the Philippines**" with project code **GAA.ISRDS.0723-0624.02** without honorarium effective January 2, 2024 to May 31, 2024 chargeable to **VSU GAA 2024**.

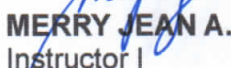
As Study Leader, Ms. Caparas is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Plan activities as indicated in the approved proposal;
2. Implement project activities as planned;
3. Submit quarterly progress reports to OVPREI;
4. Present a paper in regional/national R&D Symposia/fora/conferences;
5. Publish articles of significant research findings in indexed/peer-reviewed journals;
6. Submit terminal report three (3) months after project termination.

Very truly yours,


LILIAN B. NUÑEZ
Director

Conforme:


MERRY JEAN A. CAPARAS
Instructor I

Endorsed by:

MOISES NEIL V. SERIÑO
College Dean

Certified funds available:

ALICIA M. FLORES
Head, Budget Office

ROSA OPHELIA D. VELARDE
Director for Research