

Request for Appointment of Contractual Employees
For Research and Extension Projects

VISAYAS STATE UNIVERSITY
Visca, Baybay City

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

Nov. 23, 2021

Thru: **The Academic Personnel Board**

Dear Sir:

I wish to recommend the appointment [] new, [x] renewal, [] reappointment of **Mr. Dale P. Loreto** as **Science Research Assistant** under **PRCRTC Funds** (Overhead Cost) "Development of a Graphic-Rich Rootcrops Germplasm Database System" by **Ms. Lisa I. Arce/Dr. Edgardo E. Tulin** with a salary of **NINETEEN THOUSAND FIVE HUNDRED (P 19,593.00)** and **PERA & ACA** of **P 2,000.00** per month **NINETY THREE PESOS** effective **January 1 – June 30, 2022** or subject to termination anytime due to lack of funds, etc.

This is also to certify that the recommendee met the established qualification standard for the particular position and that the rules and regulations against nepotism are adhered to.

Statement of Duties and Responsibilities:

- To develop and maintain databases for PhilRootcrops germplasm collection, GIS mapping and other computerization works;
- To maintain and update the PhilRootcrops webpage;
- To maintain the PhilRootcrops computer units and other computer related equipment;
- To do other jobs that may be assigned by the direct supervisor and the Center Director.

Very truly yours,

LISA I. ARCE/EDGARDO E. TULIN
Asst. Dir./Director, PhilRootcrops

Certified Availability of
Appropriation/Allotment:

ALICIA M. FLORES
OIC, Budget Office

Personnel Clearance:

HONEY SOFIA V. COLIS
OIC, HRMO

Recommending Approval:

MARIA JULIET C. CENIZA
Vice Pres. for Res., Extn. & Innovation

Endorsed:

Center Personnel Committee:

LISA I. ARCE
Member

DILBERTO O. FERRAREN
Member

ALAN B. LORETO
Member

MARLON M. TAMBIS
Member

APPROVED:

EDGARDO E. TULIN
Chairman