



VISAYAS
STATE UNIVERSITY

ECOLOGICAL FARM RESOURCES AND MANAGEMENT INSTITUTE

July 3, 2023

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. DHENBER C. LUSANTA** as Officer-In-Charge of the Project and Agronomy Component of the *ACIAR-Funded R&D Project* entitled: *"Developing vegetable value chains to meet evolving market expectations in the Philippines"* (ACIAR HORT/2016/188) effective July 1, 2023 to December 30, 2023, with Five Hundred pesos (**Php. 500.00**) communication allowance per month charged to 370-ACIAR GAP Project funds.

As Officer-In-Charge of the Project and Agronomy Component, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Directly implement and supervise the conduct of component project activities;
2. Administer efficient use of project resources;
3. Ensure that progress and outputs are in accordance with plans;
4. Prepare and submit the required technical and financial reports to component coordinators and/ or concerned designated authorities;
5. Provide open communication with coordinators and project counterparts relative to or in the course of project implementation;
6. Make representation to the concerned local cooperators and foreign counterparts for the required logistics in the project review/operation;
7. Provide data information and prepare materials for extension education of the project;
8. Provide feedback to component coordinators on the progress as well as problems encountered during project implementation; and
9. Submits terminal report and other deliverables as required in the work plan of the project.

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 and Innovation.

**ECOLOGICAL FARM RESOURCES AND
MANAGEMENT INSTITUTE**

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Page 1 of 2
FM-VSU-03
V2 05-09-2023
No. **23-002**

Very truly yours,



JEROME O. ARRIBADO
Director, ECO-FARMI

Conforme:

Certified funds available:

DHENBER C. LUSANTA
OIC-Project Leader

MANUEL B. UY-OCO, JR.
Accountant, ViFARD

PACIENCIA P. MILAN
Executive Director, ViFARD

Noted:

ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:

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

cc: OVREI-VP
OVPREI-RPO
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO



July 3, 2023

Mr. Dhenber C. Lusanta

OIC-Project Leader and Agronomy Component Leader
Eco-FARMI
Visayas State University
Visca, Baybay City, Leyte

Dear Mr. Lusanta:

By the authority vested in me as University President, you are hereby appointed as Project Leader and Agronomy Component Leader of the ACIAR-Funded R&D Project entitled: ***"Developing vegetable value chains to meet evolving market expectations in the Philippines"*** (ACIAR HORT/2016/188) charged to ACIAR GAP 370 subject to availability of funds effective *July 1, 2023 to December 30, 2023*, with equivalent workload units renewable every year until the completion of the project

As Project Leader and Agronomy Component Leader, you are expected to submit to OVPREI through the Center/Institute Director or College Dean the following report:

1. Directly implement and supervise the conduct of component project activities;
2. Administer efficient use of project resources;
3. Ensure that progress and outputs are in accordance with plans;
4. Prepare and submit the required technical and financial reports to component coordinators and/ or concerned designated authorities;
5. Provide open communication with coordinators and project counterparts relative to or in the course of project implementation;
6. Make representation to the concerned local cooperators and foreign counterparts for the required logistics in the project review/operation;
7. Provide data information and prepare materials for extension education of the project;
8. Provide feedback to component coordinators on the progress as well as problems encountered during project implementation; and
9. Submits terminal report and other deliverables as required in the work plan of the project.

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, Center Director, Director for Research, and the Vice President for Research, Extension and Innovation.

EDGARDO E. TULIN

President

cc: OVPREI – VP; OVPREI – RPO; Director, Center; Dean, College; RSPPRO; Budget Office; Finance Management Office (FMO); Accounting Office; File - OP

OFFICE OF THE PRESIDENT

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