



February 16, 2022

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

Thru: **Dr. Beatriz S. Belonias**
Vice-President for Academic Affairs

Dear *Dr. Tulin*,

This is to recommend the renewal of appointment of **Dr. Humberto R. Montes, Jr.** as **Division Head of the Aquatic Ecosystems Division (AED)** of the Institute of Tropical Ecology and Environmental Management (ITEEM), effective immediately until ~~December 31,~~ *JULY 31,* 2022 with appropriate equivalent workload units.

As Division Head of AED, Dr. Montes will perform the following responsibilities:

1. Assist the ITEEM Director in performing the overall management of the AED;
2. Spearhead the preparation, screening and implementation of research and extension projects on aquatic ecosystems;
3. Oversee the implementation of the Institute's Aquatic Ecosystems Component as embodied in the University's Ten-Year Development Plan;
4. Coordinate with other colleges, departments and units of the University on activities related to aquatic ecosystems;
5. Serve as member of the ITEEM Personnel Committee.

Thank you very much for your favorable action.

Very truly yours,

ELIZA D. ESPINOSA
Director

Conformé:

HUMBERTO R. MONTES, JR.
Professor IV, Department of Biological Sciences (DBS)

Endorsed by:

DENNIS P. PEQUE
Dean, College of Forestry and Environmental Science (CFES)