



## NATIONAL ABACA RESEARCH CENTER

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January 5, 2022

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

Thru: **Dr. Antonio P. Abamo**Director for Extension

## Dear Dr. Tulin:

This is to recommend the appointment of **Dr. Feliciano G. Sinon** the following designations without honorarium effective January 1 to December 31, 2022 unless sooner terminated due to lack of funds:

- Co-Componnet Leader, Project 1, Component 2 " Technical Assistance on Policies related to Disease Management and Eradication".
- Component Leader, Project 2, Component 2 "Technical Assistance on Processing and Utilization".
- Co-Component Leader, Project 3, Component 2 "Promotion and Marketing Assistance of Abaca Technologies". of the TP.AB.007
- of the VSU-funded Extension Program "Integrated Abaca Extension Program coded as TP>AB.007

As Project Component and Co-Component Leader, Dr. Sinon is expected to perform the following responsibilities with appropriate workload unit equivalent:

- 1. Implements the different activities of the program/project components:
- 2. Coordinate/link with other agencies in the implementation of the project;
- 3. Consolidate/Integrated report on the significant outputs/outcome of all components
- 4. Quarterly research programs reports to the OVPREI-RPO (Attachment 1)
- 5. Mid-year research progress reports every 1st week of July of every year (Attachment 2)
- Annual research progress report every 1<sup>st</sup> week of January of the succeeding year (Attachment 3)
- 7. Present the research highlights or papers during the Research In-house Review and Evaluation (Attachment 4)
- 8. Present a paper in the regional/national R & D Symposia/for a (as scheduled by Consortium/National agency concerned with prescribed standard format).
- 9. Submit terminal report three (3) months after completion of research project (Attachment 5)
- 10. Publish articles of significanct research findings in indexed/peer reviewed journals.



Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment. Page 1 of 2 FM-VSU-03 v0 05-04-2020 to VAL-1-142