



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF FOREST SCIENCE

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VISCA FOUNDATION FOR AGRICULTURAL AND RURAL DEVELOPMENT

Visayas State University
Visca, Baybay, Leyte

**Request for Appointment of Contractual Employee
For Research and Extension Projects**

January 23, 2022

The Executive Director
ViSCA FOUNDATION FOR AGRICULTURAL
AND RURAL DEVELOPMENT
Visayas State University
Visca, Baybay, Leyte

Thru: The Department Personnel Committee

I wish to recommend the renewal of appointment of Mr. **CRISANTO V. SOLANO** as **Full time Research Aide** under **Enhancing Livelihoods through Forest and Landscape Restoration** funded by **ACIAR (ASEM/2016/103)** with a monthly salary of **Eleven Thousand Five hundred Pesos (P 11, 500.00)** only, **ACA of One Thousand Pesos (P 1,000.00)** with **SSS** and **PhilHealth** and **PERA of One Thousand Pesos (1,000.00)** only benefits per month effective **January 1, 2022 until December 31, 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:

1. Assist in the research field work activities including the establishment of field trial study;
2. Serve as a driver for project related activities;
3. Assist in the reproduction and distribution of extension materials;
4. Perform other jobs related to project operations as assigned by his immediate supervisor.

ARTURO E. PASA
Project Leader