



**VISAYAS**  
STATE UNIVERSITY

INSTITUTE FOR  
**STRATEGIC RESEARCH AND  
DEVELOPMENT STUDIES**

2 January, 2024

**Dr. Daniel Leslie S. Tan**  
Officer-In-Charge  
Visayas State University  
Visca, Baybay City, Leyte

**Thru: Dr. Dennis P. Peque**  
VP for REI

**Dear Dr. Tan:**

This is to recommend the appointment of **Ms. GINA A. DELIMA**, as **Component Leader** of the project component entitled "Leadership and Governance" under the extension project entitled "**Leadership for Resilient Local Government Units (LRLGU)**" without honorarium effective January 2, 2024 to December 31, 2024.

As a Component Leader, Ms. Delima is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Deepen the project team's leadership and technical competencies in risk and resiliency with a particular focus on science and technology.
2. Provide capacity-building interventions to build resilient LGUs.
3. Assist in equipping the partner LGU with skills and tools in building resilience.
4. Facilitate a scientific and critical analysis of integrated climate and disaster risk assessment, data management, and DRR plans, systems, and structures as part of evidence-based risk governance.
5. Conduct coaching and mentoring of the partner LGU's resilience team.
6. Submit periodic (quarterly and annual) project reports to the Project Leader.

Thank you and best regards.

Very truly yours,

  
**MARIA AURORA TERESITA W. TABADA**  
Project Leader and Component 1 Focal Person

Conforme:  
  
**GINA A. DELIMA**  
Instructor II

Certified funds available:

**ALICIA M. FLORES**  
Head, Budget Office