

January 23, 2025

Dr. Prose Ivy G. Yepes

President

Visayas State University

Visca, Baybay City, Leyte

Thru: **Dr. Santiago T. Peña Jr.**

Vice-President for Research, Extension, and Innovation

Dear **Dr. Peña**,

This is to recommend the renewal of the appointment of **Dr. Cecille Marie O. Quiñones** as **Study Leader** of "**Changes in Soil Organic Carbon and Nutrient Stock After Natural Vegetation Removal for *Aquilaria* Plantation Establishment in Leyte Island, Philippines**", Study 2 of the research project entitled "*Ecological Assessment and Conservation of *Aquilaria malaccensis* Through Sustainable Agarwood Production in Leyte Island, Philippines (ECoSAP)*", charged to the Internationalization Program, Project Code: VSU-IP-2021-9, subject to availability of funds, effective immediately until December 31, 2025, without honorarium.

As Study Leader, Dr. Quiñones will perform the following responsibilities with appropriate workload unit equivalent:

1. Submit to OVPREI, through the Project Leader, the following:
 - a. Report on the significant outputs/outcomes of the research;
 - b. Quarterly research progress reports to the OVPREI-RPO;
 - c. Midyear research progress reports every 1st week of July of every year;
 - d. Annual research progress reports every 1st week of January of the succeeding year;
2. Present the research highlights or papers during the Research In-house Review and Evaluation;
3. Present a paper in the regional/national R&D Symposia/fora (*as scheduled by Consortium/National agency concerned with prescribed standard format*);
4. Submit terminal report three (3) months after completion of the research project;
5. Publish articles of significant research findings in indexed/peer-reviewed journals.

Thank you for your continued support to the Institute.

Very truly yours,

MARLITO M. BANDE

Project Leader, ECoSAP



**INSTITUTE OF TROPICAL ECOLOGY AND
ENVIRONMENTAL SCIENCE**

Faculty of Forestry and Environmental Science

Visayas State University, Visca, Baybay City, Leyte

Email: iteem@vsu.edu.ph / teofanes.patindol@vsu.edu.ph

Website: www.vsu.edu.ph

Phone: +63 53 565 0600 Local 1052/1053/1135



Conformé:

CECILLE MARIE O. QUIÑONES

Asst. Professor

Department of Soil Science (DSS)

Endorsed by:

RENEZITA S. COME

Dean, Faculty of Forestry and Environmental Science (FFES)

Noted:

IVY C. EMNACE

Director for Research

Certified Funds Available:

ALICIA M. FLORES

Head, Budget Office

Recommending Approval:

SANTIAGO T. PEÑA JR.

VP for Research, Extension, and Innovation

cc: OVPREI (VP)
OVPREI (RPO)
Budget Office (File)
RSPPRO (File)
FFES (Dean)
DSS (Head)
CMOQuiñones
ITEES (File)

Vision: A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.

Mission: To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research, and impactful community engagements.