



January 3, 2022

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

**Thru: Dr. Maria Juliet C. Ceniza**  
VP for REI

**Dear Dr. Tulin:**

This is to recommend the appointment of **Lilian B. Nuñez** as Program Leader of the extension project entitled "**Barangay Integrated Development Approach for Nutrition Improvement (BIDANI EXT.01)**" without honorarium effective January 3, 2022 to December 31, 2022 chargeable to **VSU GAA 2022**.

As Program Leader, Dr. Nuñez, is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Plan program activities for the year;
2. Oversee the implementation of program and pageant activities
3. Prepare reports of the program.

Very truly yours,

**MOISES NEIL V. SERIÑO**  
Dean, CME

Conforme:

Certified funds available:

**LILIAN B. NUÑEZ**  
Associate Professor

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

Endorsed by:

Noted:

**MOISES NEIL V. SERIÑO**  
Dean, College of Management & Economics

**ANTONIO P. ABAMO**  
Director for Extension