



VISAYAS
STATE UNIVERSITY

**DEPARTMENT OF
AGRONOMY**

January 02, 2024

Dr. Daniel Leslie S. Tan
OIC, President
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 **Dr. Ulysses A. Cagasan** as Project Leader of the Research Project entitled "**National Cooperative Testing Program for Legumes**" with **Project code: DASS.nct.1718**. This is without an honorarium effective on January 02, 2024 to December 31, 2024 unless revoked or terminated due to lack of budget.

As Project Leader, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Spearheads the conduct of the research regional trials (wet and dry season cropping) on Peanut and Mungbean crops.
2. Consolidates and submits data to the TWG for legumes` coordinator.
3. Attends the annual national review of the TWG for legumes.
4. Updates the Department, College Research Coordinator, RDEI Office on the progress of the project.
5. Presents the progress and research outputs during the annual RDE In- house review,
6. Publishes important findings in referred journals.

In case of any changes in the title, methodology, project site, the approval should first be sought from the University President upon recommendation by the concerned College Dean or Center Director and the Vice President for Research and Extension.

Very truly yours,


DIONESIO M. BAÑOC
Head, Agronomy

Conforme:


ULYSSES A. CAGASAN
Prof. V /Project Leader

Certified funds available:

ALICIA M. FLORES
Head, Budget Office



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Page 1 of 2
FM-VSU-03
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January 02, 2024

Dr. Ulysses A. Cagasan
Department of Agronomy
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Cagasan:

As favorably endorsed and recommended by the Vice President for Research, Extension and Innovation, you are hereby appointed as Project Leader of the Research Project entitled **"National Cooperative Testing Program for Legumes" with Project code: DASS.nct.1718** subjects to availability of funds effective (January 02, 2024-December 31, 2024) with equivalent workload units. Renewable every year until completion of the project.

As Project Leader, you are expected to submit to OVPREI through the Center/ Institute Director or College Dean the Following reports:

1. Spearheads the conduct of the research regional trials (Dry season and wet season cropping) on Peanut and Mungbean crops.
2. Consolidates and submits data to the TWG for legumes' coordinator.
3. Attends the annual national review of the TWG for legumes.
4. Updates the Department, College Research Coordinator, RDEI Office on the progress of the project.
5. Presents the progress and research outputs during the annual RDE In- house review,
6. Publishes important findings in referred journals.

Any changes in the title, methodology, project site, and/or budget, the approval should first be sought from the University President upon recommendation by the concerned College Dean, Center, Director for Research, Extension and Innovation.

DANIEL LESLIE S. TAN
OIC, President

cc: VPREI-VP-RPO; Director, Center, Dean, College; RSPPRO, Budget Office; Finance Management Office (FMO); Accounting Office; File-OP

OFFICE OF THE PRESIDENT

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