




**MEMORANDUM NO. 371**

Series of 2024

TO: **Dr. Marisel A. Leorna**

RE: **Designation as Director, National Coconut Research Center-Visayas (NCRC-V)**

FROM:   
**DR. PROSE IVY G. YEPES**  
University President

DATE: **May 14, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **Director, National Coconut Research Center-Visayas (NCRC-V)**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Plan, implement and monitor RDE on coconut for the Visayas aligned with the thrusts and RDE agenda on varietal improvement; coconut production and coconut-based farming systems; sustainable pest management; coconut food and non-food products; socio-economics and marketing, as well as value chain analysis;
2. Generate technologies for coconut production and coconut-based farming systems; food and non-food coconut products processing and utilization for adoption by coconut farmers to increase income and uplift general well being;
3. Disseminate technologies through trainings, communication materials and viable coconut-based demo farms to ultimate clients and beneficiaries;
4. Establish and forge linkages with other government and non-government agencies and partner SUCs involved in coconut RDE initiatives; and
5. Generate income and production activities to support and contribute to the attainment of the vision and mission of the University.

As Director, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

This designation will take effect on **May 16, 2024 until December 31, 2024** or unless sooner revoked.

Please be guided accordingly.

cc:	OVPA	OVPREI	HRMO/RSPPRO	OUS	IAS	Records
	OVPAF	OVPSAS	Registrar	Accounting	Deans	File
	OVPPRGAS	Cash	ODF/Budget	COA	Directors	

**OFFICE OF THE PRESIDENT**

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