

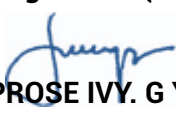


MEMORANDUM NO. 368

Series of 2024

TO: **Mr. Marlon M. Tambis**

RE: **Designation as Assistant Director, Philippine Rootcrop Research and Training Center (PhilRootcrops)**

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 **Assistant Director, Philippine Rootcrop Research and Training Center (PhilRootcrops)**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Assist the Director in planning, coordinating, monitoring, and evaluating research and development/extension programs in support to rootcrop industry;
2. Assist the Director in the implementation of the over-all national Rootcrop RDE activities of PhilRootcrops;
3. Assist the Director in forging linkages with local, national and international funding agencies;
4. Assist the Director in leading the different divisions of the Center.

A. CROP IMPROVEMENT DIVISION

1. Conduct of researches related to crop improvement e.g. cultural management, varietal improvement/ breeding, germplasm collection and maintenance, soil nutrient mgt, IPM, climate smart agriculture
2. Expert pool on trainings and other extension activities
3. Assistance in instruction to affiliate departments

B. POSTPRODUCTION IMPROVEMENT DIVISION

1. Conduct researches related to postproduction such as storage and handling, product/by-product development, product processing, postharvest, biotechnology
2. Expert pool on trainings and other extension activities
3. Assistance in instruction to affiliate departments

C. EXTENSION & SOCIO-ECONOMIC DIVISION

1. Conduct of researches related to socioeconomics and extension such as value chain analyses, industry analyses, economics, extension methodologies and technology dissemination/extension
2. Technology dissemination and extension
3. Assistance in instruction to affiliate departments

D. MECHANIZATION DIVISION

1. Conduct of research related to production and processing machines and systems
2. Conduct researches related to precision agriculture, climate vulnerability and aerial imaging
3. Expert pool on training and other extension activities
4. Assistance in instruction to affiliate departments

As Asst. 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:	OVPAA	OVPREI	HRMO/RSPPRO	OUS	IAS	Records
	OVPAF	OVPASAS	Registrar	Accounting	Deans	File
	OVPARGAS	Cash	ODF/Budget	COA	Directors	