



22 February 2021

MEMORANDUM NO. 205
Series of 2021

T O: Dr. Anabella B. Tulin
Dr. Ma. Theresa P. Loreto

R E: Project DABIOTECH-C2001: DABiotech Program Scholarship Grant to VSU
Students Pursuing Agri-biotechnology and Related Fields

In line with the implementation of the project DA-BIOTECH-2001, you are hereby designated as Project Leader and Co-Project Leader effective January 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

The following are the duties of the Project Leader and Co-Project Leader:

Name/Designation	Duties
Dr. Anabella B. Tulin Project Leader	<ol style="list-style-type: none">1. Manage the implementation of the project DABIOTECH-20012. Supervise the recruitment as well as screening of BS Biotech and BS Agriculture (Plant Breeding and Genetics) student applicants to the scholarship.3. Contact Biotech Laboratories outside VSU for student's immersion.4. Monitor performance of scholars.5. Prepare and present progress report during the Annual Review.
Dr. Ma. Theresa P. Loreto Co-Project Leader	<ol style="list-style-type: none">1. Assist the Project Leader in implementing the scholarship program.2. Post announcement of scholarship, collate application documents from students, arrange for interview and coordinate with the University Scholarship Committee re: screening of applicants3. Arrange with on-campus laboratories for immersion program.4. Collect the scholars' grades from the Registrar for submission to DA-Biotech5. Submit periodic status report of scholars to DA-Biotech6. Assist Project Leader in preparing the Progress Report

	7. Perform other duties assigned by the Project Leader

For the above responsibilities you are entitled to receive a monthly honorarium of Eight Thousand Eight Hundred Pesos Only (₱8,800.00) and Two Thousand Pesos (₱2,000.00), respectively.

Please be guided accordingly.


EDGARDO E. TULIN,
 President