



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

July 22, 2004

MEMORANDUM NO. 199
Series of 2004

TO : Prof. Rosa Ophelia D. Velarde

**RE : Amendment of Honorarium as Assistant Project Director of the
CHED Zonal Researcher Center for Region 8 (CHED ZRC-Visayas
III)**

By virtue of the authority vested in me by the LSU Board of Regents, your designation as Assistant Project Director of the CHED Zonal Research Center (ZRC) for Region 8 is hereby amended with the increase of your monthly honorarium from **TWO THOUSAND PESOS (P2,000.00)** to **THREE THOUSAND FIVE HUNDRED PESOS (P3,500.00)** effective February 1, 2004 until December 31, 2004 or unless sooner revoked or terminated by higher authorities. This amendment is in accordance with the Supplemental Agreement on the operation of the ZRC notarized on April 30, 2004, hereto attached.

Your duties and responsibilities relative to this designation are as follows:

1. Assists in the planning and when necessary the implementation of commissioned research as identified by CHED;
2. Assists the ZRC Director in the effective and efficient implementation of the CHED-related programs;
3. Assists in coordinating the conduct of technical evaluation of research proposals submitted to CHED ZRC in LSU;
4. Assists in the monitoring of on-going CHED-funded researches;
5. Assists in the gathering, soliciting and screening research outputs of HEIs;
6. Takes charge of the center operation in the absence of the Project Director;
7. Performs other tasks assigned by superiors.

This supercedes the appointment issued per Memorandum No. 16 Series of 2004 dated January 16, 2004.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: OVPRE
OVPAA
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OGS
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Cash Division
COA
Records
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