



**MEMORANDUM NO. 468**  
Series of 2024

**TO: Dr. Ma. Theresa P. Loreto**

**RE: Designation as DABIOTECH-C2001 Project Leader**

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

**DATE: May 1, 2024**

In line with the implementation of the project DABIOTECH-2001, you are hereby designated as Project Leader effective May 1, 2024 until August 11, 2024 unless sooner revoked or terminated by higher authorities.

The following are the duties of the Project Leader:

1. Manage the implementation of the project DABIOTECH-2001
2. Supervise the recruitment as well as screening of BS Biotech and BS Agriculture (Plant Breeding and Genetics) student applicants of 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.

For the above responsibilities you are entitled to receive a monthly honorarium of Eight Thousand Eight Hundred Pesos Only (P8,800.00) from May 1 – June 14, 2024 only.

Please be guided accordingly.

cc: HRMO/RSPPRO  
PhilRootcrops  
Records  
File