



Mar 1, 2022

Dr. Robelyn T. Piamonte
Study Leader
NARC
Visca, Baybay City, Leyte

Dear **Dr. Piamonte**:

Herewith is the approved CY 2022 budget appropriation for your project entitled "**Characterization and Quality Assessment of Locally Made Biofertilizers**" with project code: **ISR.EFS.619.621** in the total amount of **Php 130,000.00** charged to the Income Share for Research (ISR).

In observance to the University's research monitoring and evaluation protocols, the following reminders are hereby provided for the researcher (s) to follow:


1. Submission of quarterly research progress reports of the study to the project leader (**Attachment 1**).
2. Submit to the project leader every 1st week of July of every year the midyear research progress reports of the study (**Attachment 2**).
3. Submit every 1st week of January of the succeeding year the annual research progress reports of the study to the project leader (**Attachment 3**).
4. Submit the research highlights or papers of the study for presentation in coordination with the project leader during the Research In-house Review and Evaluation (**Attachment 4**).
5. Present a paper in the regional/ national R&D Symposia/fora (**as scheduled by Consortium/National agency concerned with prescribed standard format**).
6. Submit to the project leader your terminal report three (3) months after completion of research study (**Attachment 5**).
7. Publish articles of significant research findings in indexed / peer reviewed journals.

Thank you for your continued support and cooperation the VSU's R & D Program.

Very truly yours,



ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:


MARIA JULIET C. CENIZA
VP for REI

APPROVED:


EDGARDO E. TULIN
President

cc: Dr. Edgardo E. Tulin , VSU President
Ms. Louella C. Ampac , Director, FMO
Ms. Alicia M. Flores , Budget Officer
Mr. Nick Freddy Bello , OIC Head, Accounting Office
File: OVPREI – VP; - refs: 
OVPREI – RPO; - 