



February 21, 2022

Dr. Humberto R. Montes
Project Leader
DBS
Visca, Baybay City, Leyte

Dear **Dr. Montes**:

Herewith is the approved CY 2022 budget appropriation for your project entitled "**Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte**" with project code: **NRM.ITM.1517** in the total amount of **Php 226,999.80** charged to the VSU General Appropriation Act (GAA) with the following breakdown:

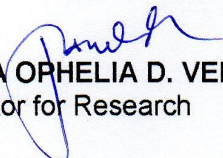
MOOE CY 2022		
Traveling Expenses	Php	25,000.00
Supplies and Materials		74,981.00
General Services		127,019.00
TOTAL (Php)		226,999.80

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

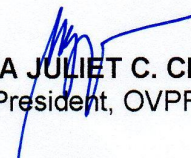
1. Submission of quarterly research progress reports of the study to the project leader (**Attachment 1**).
2. Submit to the project leader every 1st week of July of every year the midyear research progress reports of the study (**Attachment 2**).
3. Submit every 1st week of January of the succeeding 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.

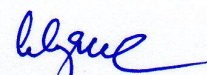
Very truly yours,


ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:


MARIA JULIET C. CENIZA
Vice President, OVPREI

APPROVED:


EDGARDO E. TULIN
President

cc: Dr. Edgardo E. Tulin , VSU President
Ms. Louella C. Ampac , Director, FMO
Ms. Alicia M. Flores , Budget Officer
Ms. Nick Freddy Bello , Head, Accounting Office
Dr. Maria Theresa P. Loreto , Dean, CAS
Dr. Annalyn M. Mazo , Head, DBS
Dr. Eliza D. Espinosa , Study Leader
Prof. Julissah C. Evangelio , Study Leader
Prof. Art Russel R. Flandez , Study Leader
Prof. Senona A. Cesar , Study Leader
File: OVPREI – VP;
OVPREI – RPO;