

March 21, 2024

Engr. Eldon P. De Padua  
Director, RERC  
Visayas State University  
Visca, Baybay City, Leyte

Dear **Engr. De Padua**:

Attached herewith is the CY 2024 approved budget appropriation under Maintenance and Operating Expenses for the operations management of RERC's research programs with a total amount of **P 1,017,449.44 (Attachment 1)**. This includes the Overhead Cost **P 787,449.44** and Direct Cost **P 230,000.00 (Attachment 1)**. The budget for the following expenditures, however, is centralized under the direct control of the Finance and Management Office subject to approval by the University President: electricity, water, communication, repair of buildings, motor vehicles, and other machinery/equipment; tax insurance premium, and other related fees; printing and publication, representation expenses, and rentals/lease subscription expenses.

For monitoring and evaluation purposes, and to ensure effective program management, the following requirements should be complied:

1. For Center Director/College Deans/Chancellors:
  - a) Center Quarterly research progress report. A brief research highlight for submission every 1st week of every quarter. This will serve as a reference for research updates/ highlights for the University President's report to BOR during its quarterly meeting;
  - b) Midyear research progress reports. As per ISO Requirement. For submission every 1<sup>st</sup> week of July of every year;
  - c) Annual research progress reports. As per ISO, DBM, CHED and ISO requirements. For submission every 4<sup>th</sup> week of January of the succeeding year;
2. For Research Program/Project Leaders:
  - a) Quarterly research progress reports. A brief research highlight for submission every 1st week of every quarter. This will serve as a reference for research updates/ highlights for the University President's report to BOR during its quarterly meeting;
  - b) Midyear research progress reports. As per ISO Requirement. For Submission every 1<sup>st</sup> week of July of every year;
  - c) Annual research progress reports. As per ISO, DBM, CHED and ISO requirements. For submission every 4<sup>th</sup> week of January of the succeeding year;
  - d) Presentation of research highlights or papers during the Research In-house Review and Evaluation;
  - e) Presentation of paper in regional/ national R&D Symposia/fora (**as scheduled by Consortium/National agency concerned with prescribed standard format**);



## CY 2024 BUDGET APPROPRIATION

Center/Unit: Renewable Energy Research Center (RERC)

## A. Overhead Cost

Charging Code: RERC.A.III.C	
<b>Breakdown:</b>	<b>BUDGET CY 2024</b>
Travel	10,000.00
Supplies and Material	55,000.00
Labor & Wages (Additional Funds)	722,449.44
<b>TOTAL</b>	<b>787,449.44</b>

## B. Direct Cost

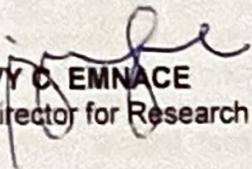
Project Code	Project Title	Budget Allocation FY 2024
CC16-RE.01.1718	Hydraulic Ram Pump Development and Automation for Small Irrigation System in Upland Barangays	70,000.00
CC18-RE03.1719	Development of a Solar-based Evaporative Cooling System for Intermediate Field Storage of Fruits and Vegetables	30,000.00
<u>CC19-RE04.1718</u>	Bioenergy Generation from Agricultural Wastes, Seaweeds, Algae, Cellulosic Materials, and Plant Oils for Climate Change Mitigation and Food Security	<u>130,000.00</u>
<b>TOTAL</b>		<b>230,000.00</b>



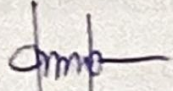
- terminal report. For submission 3 months after completion of research program/project.
- g) Publish articles of significant research findings in indexed / peer-reviewed journals.

The Center's quarterly and annual progress reports of its research program are expected to be an integration of the highlights of accomplishments of its different projects and activities including the status of expenditures by source of funds. Individual project reports are included as attachments. Submission of individual research project progress and terminal reports through the Center Director is encouraged. This will give the Center Director and is RDE Team the opportunity to review the overall Center's research performance and accomplishments.


Very truly yours,

  
**IVY G. EMNACE**  
Director for Research

Recommending Approval:

  
**DENNIS P. PEQUE**  
Vice President for REI

**APPROVED:**

  
**PROSE IVY G. YEPES**  
President

cc: Dr. Prose Ivy G. Yepes, 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;  
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