



22 June 2020

**MEMORANDUM NO. 181**

Series of 2020

**T O: Dr. Antonio P. Abamo**

**R E: Designation as Director for Extension**


By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Director for Extension effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

As Director, you are directed to:

1. Assist the Vice President for Research, Extension and Innovation in the management and supervision of research centers and academic departments regarding their extension functions;
2. Develop extension plans, programs and new approaches that will enhance efficiency, productivity, profitability and well-being of farmers in the Visayas;
3. Coordinate the extension activities and projects implemented by research centers and academic departments and provide support services to the University;
4. Manage the offering of short technical courses, trainings and other capacity enhancing activities in agriculture, environmental conservation and other allied fields;
5. Maintain effective linkages with government, non-government organizations and industries carrying extension activities;
6. Evaluate and recommend approval of extension proposals submitted by various research centers and academic units;
7. Conduct periodic appraisal, monitoring and evaluation of extension projects;
8. Facilitate the conduct of impact assessment studies to various extension projects by third party;
9. Promote products and technologies generated by researchers in the university;
10. Respond to training requests and facilitates the conduct of requested trainings;
11. Integrate university extension programs with research and instruction;
12. Forge linkages with local, national and international partners.

Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

  
**EDGARDO E. TULIN**  
President

cc: OVPAA COA  
OVPAF Registrar  
OVPREI Dean  
OVPSAS Directors  
OVP Paux Records  
OUS  
ODAHRD/PRPEO  
ODF/Budget  
IASO  
Accounting  
Cash  
COA  
Registrar  
Deans  
Directors  
Records  
File