

January 3, 2024

## MEMORANDUM ORDER

No. 04  
Series of 2024

**SUBJECT:** SUCCESSION ON THE DELEGATION OF AUTHORITY IN THE PLANT QUARANTINE SERVICE REGION IVB - MINDORO

In the interest of the service and in order to ensure the smooth flow of day to day operations in the office, the succession plan on the Delegation of Authority in the Plant Quarantine Service Region IVB - Mindoro shall be in the following order:

Name	Position/Designation
1. Lorna A. Cepillo	Area Manager/Supervising Agriculturist
2. Maria Reneliza M. Vergara	Agricultural Technologist
3. Bryan R. Mendoza	Agricultural Technician II
4. Abigail B. Adarlo	Agricultural Technician II

As such, in the absence of the Officer-In-Charge, the next-in-rank shall act on the day-to-day operation of the office as well as urgent concerns which require immediate action. They are directed to perform all the duties and responsibilities inherent to their respective designation in addition to their present workload.

This Order shall take effect immediately and shall supersede all other Orders inconsistent herewith.

  
**GERALD GLENN F. PANGANIBAN, Ph.D.**  
Director