

January 18, 2024

MEMORANDUM ORDER

No: 07

series of 2024

SUBJECT: NEW COMPOSITION OF PROCUREMENT, DISBURSING AND DISPOSAL TEAMS OF BPI-NSQCS, REGION XII, REGIONAL SEED TESTING LABORATORY (NSQCS COTABATO) NORTH COTABATO

In the interest of the service and in order to ensure smooth operation and effectively implement a system in the financial transactions of the office, the Procurement and Disbursing Teams of BPI-NSQCS, Region XII, Midsayap North Cotabato is hereby re-organized and composed of the following:

PROCUREMENT

Bids & Awards Committee (BAC):

Chairperson	Ms. Lorna L. Pampangan (NSQCS BARMM)
Vice-Chairman	Mr. Jimboy S. Pintokasan (PQS Cotabato)
Member	Ms. Marjie D. Lastimoso (NSQCS Cotabato)

BAC Secretariat	Ms. May P. Amarillo (NSQCS Cotabato)
Internal Control and Inspector	Mr. Enrico G. Devila (NSQCS Cotabato)
Property Custodian and Canvasser	Ms. Joy P. Tamamay (NSQCS Cotabato)

DISBURSING

Approving Officer	Ms. Omara M. Kempa (NSQCS BARMM)
Collecting/Disbursing	Ms. May P. Amarillo (NSQCS Cotabato)
Bookkeeper	Mr. Raffy B. Favila (NSQCS Cotabato)

DISPOSAL

Chairman	Ms. Omara M. Kempa (NSQCS BARMM)
Members	Ms. Joy P. Tamamay (NSQCS Cotabato)
	Ms. Marjie D. Lastimoso (NSQCS Cotabato)

In view thereof, they are directed to faithfully perform their duties and responsibilities inherent to their respective designations in addition to their present workload and instructed to file for fidelity bond at the Bureau of the Treasury. Their accountability as such is anchored in the principles of transparency in government transactions and in accordance with the usual accounting and auditing requirements of the Office.

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



GERALD GLENN F. PANGANIBAN, Ph.D.
Director