

Department of Agriculture BUREAU OF PLANT INDUSTRY

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April 18, 2024

MEMORANDUM ORDER

No. 122 Series of 2024

SUBJECT:

SUCCESSION PLAN ON THE DELEGATION OF AUTHORITY IN THE PAYROLL UNIT, ADMINISTRATIVE DIVISION

In the exigency of the service, the Delegation of Authority in the Payroll Unit, Administrative Division:

Name

- 1. Ms. Celeste F. Gambol
- 2. Mr. Manuelito E. Macapaz Jr.
- 3. Ms. Lew Genesis C. Almero

Position/Designation

OIC, Payroll Unit

Administrative Officer IV

Administrative Aide IV

As such, in the absence of the OIC, Payroll Unit, the next-in-rank shall act on the day-today operation of the office as well as urgent concerns that 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

EFFECTIVITY DATE: AUGUST 15, 2023 FORM NO: BPI-QMS-KMT-F1 **REVISION NO.: 5**



