

May 24, 2024

**MEMORANDUM ORDER**

No: 137

series of 2024

**SUBJECT: NEW COMPOSITION OF PROCUREMENT, DISBURSING AND DISPOSAL TEAMS OF NSQCS, REGION XII, REGIONAL SEED TESTING LABORATORY NORTH COTABATO (NSQCS 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 National Seed Quality Control Services Division (NSQCS), Region XII, Regional Seed Testing Laboratory-Midsayap North Cotabato is hereby re-organized and composed of the following:

**PROCUREMENT**

**Bids & Awards Committee (BAC):**

|                                |   |
|--------------------------------|---|
| Chairperson                    | Ms. Noraisa M. Maddie (NSQCS BARMM)     |
| Vice-Chairman                  | Mr. Jimboy S. Pintokasan (PQS Cotabato) |
| Member                         | Mr. Enrico G. Devila (NSQCS Cotabato)   |
| BAC Secretariat                | Ms. May P. Amarillo (NSQCS Cotabato)    |
| Internal Control and Inspector | Ms. Lorna L. Pampangan (NSQCS Cotabato) |
| Property Custodian             | Ms. Joy P. Tamamay (NSQCS Cotabato)     |

**DISBURSING**

|                               |  |
|-------------------------------|--|
| Approving Officer             | Ms. Omara M. Kempa (NSQCS BARMM)         |
| Collecting/Disbursing Officer | Ms. May P. Amarillo (NSQCS Cotabato)     |
| Bookkeeper                    | Mr. Raffy B. Favila (NSQCS Cotabato)     |
| Canvasser/Supply Officer      | Ms. Marjie D. Lastimoso (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*