

30 May 2024

MEMORANDUM ORDER

No. 140

Series of 2024

**SUBJECT : ADDITIONAL ASSIGNMENT OF MR. CARL VINCENT D. GAPASIN
AS THE HEAD COORDINATOR OF THE NATIONAL URBAN AND
PERI-URBAN AGRICULTURE PROGRAM (NUPAP)**

Pursuant to Special Order No. 652 series of 2024 entitled, "*Additional Assignment of the Bureau of Plant Industry (BPI) Personnel to the National Urban and Peri-Urban Agriculture Program (NUPAP) of the Department of Agriculture (DA)*" and to ensure smooth operation and implementation of the NUPAP Planning and Management Office (PMO) – Central Office, **MR. CARL VINCENT D. GAPASIN**, is hereby designated as **HEAD COORDINATOR** of the NUPAP-PMO Central Office.

Mr. Gapasin shall have the following functions:

1. Assist in supervising the overall operations and represent the NUPAP as directed by the National Program Director;
2. Monitor activities and projects of the NUPAP and other operating units and submit monthly reports for submission to the Office of the DA Secretary;
3. Act as recommending/approving officer in the day-to-day operations of the NUPAP before approval of the National Program Director; and
4. Perform other tasks assigned by the National Program Director.

As such, Mr. Gapasin is directed to perform all the duties and responsibilities inherent to his respective designation/position in addition to his present workload as OIC-Assistant Division Chief for Operations of the Crop Research and Production Support Division of the BPI.

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

Done this 30th day of May 2024.


GERALD GLENN F. PANGANIBAN, Ph.D.
Director

SPECIAL ORDER

No. 652
 Series of 2024

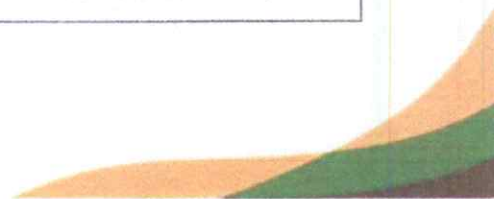
SUBJECT : ADDITIONAL ASSIGNMENT OF THE BUREAU OF PLANT INDUSTRY (BPI) PERSONNEL TO THE NATIONAL URBAN AND PERI-URBAN AGRICULTURE PROGRAM (NUPAP) OF THE DEPARTMENT OF AGRICULTURE (DA)

In the exigency of service, and for the smooth implementation of the programs, projects, and activities under the DA-NUPAP, the following BPI personnel are hereby designated and assigned to perform respective tasks for the DA-NUPAP, concurrent with their regular functions, duties, and responsibilities in DA-BPI and other designations:

DESIGNATION	NAME	RESPONSIBILITIES
Deputy Program Director	Herminigilda A. Gabertan, Ph.D.	<ul style="list-style-type: none"> Assist Program Director in supervising the overall operations of the DA-NUPAP: Act as Alternate Program Director in correspondences concerning DA-NUPAP: and Perform other tasks assigned by the Director.
Head Coordinator	Asther V. Paglinawan Christopher S. Cruz Carl Vincent Gapasin	<ul style="list-style-type: none"> Recommend and act as an adviser to the Program Director in making decisions in relative to the operations and implementation of the NUPAP
Technical Assistant	Hazel Joy Gusi Kristine Angeli Valdez Lermarie Bautista	<ul style="list-style-type: none"> Review Technical documents, proposals, memoranda, and

		<p>request letters prior to the signature of the Program Director;</p> <ul style="list-style-type: none"> • Lead the team in the major implementations of the Urban Agriculture project, especially food safety concerns; • Perform other tasks assigned by the Program Director.
Urban Agriculture (UA) Focal (F) and Alternate Focal (AF)	<i>Metro Manila and its neighboring provinces</i> F: Engr. Elaiza Nicole Salamat-Dotimas AF: Angeline J. Salinas	<ul style="list-style-type: none"> • Establish partnership with various agencies, offices, institutions, and groups in their areas of assignment. • Conduct technical assistance and training regarding UA technologies; • Assist in inputs distribution, UA site establishments and monitoring; • Submit accomplishment reports and monitoring reports as prescribed by overhead office • Perform other tasks as assigned by the Program Director.
	<i>Baguio and neighboring provinces</i> F: Engr. Lea D. Abando AF: Castro Jan O. De Guzman	
	<i>Los Baños Laguna and neighboring provinces</i> F: Niña R. Rosales AF: Engr. Meanne P. Andres	
	<i>La Granja and neighboring provinces</i> F: Jennifer L. Ferrer AF: Nancy B. Villanueva	
	<i>Guimaras and neighboring provinces</i> F: Genoveva G. macahilo AF: Milagros T. Lucas	
	<i>Davao and neighboring provinces</i> F: Orlan P. Odulio AF: Cyril B. Montiel	

TEAMS	NAME	RESPONSIBILITIES
Input Distribution and Site Establishment team	<i>Focal:</i> Elaiza Nicole Salamat-Dotimas	<ul style="list-style-type: none"> • Assist the NUPAP partners in site establishments;



	<p><i>Alternate Focal:</i> Jenny Lyn A. Patungan</p> <p><i>Reporting Officer:</i> Angeline J. Salinas</p> <p><i>Members:</i> Crop Research and Production Support Division -Janvir Lord B. Vidreña -Mark Christopher E. Valdez -Gia Carla B. Botones</p> <p>Agricultural Engineering Division Personnel -Mark Kenneth Sierra -Kar Michael Gandeza -Rusty Cachin</p>	<ul style="list-style-type: none"> ● Distribute agriculture inputs and materials and facilities to UA stakeholders; ● Perform other tasks as assigned by the Program Director
Monitoring and Evaluation Team	<p><i>Focal:</i> Ernie Lito Bollosa</p> <p><i>Alternate Focal:</i> Kevin Quiñones</p> <p><i>Members:</i> Crop Research and Production Support Division. -Mark Jay A. Nono -Mariel G. Cruzal -Guelmar B. Handumon -Christian A. Viado -Hannah Caryl G. Balajadia -Susan M. Bahiwal -Paolo Angelo B. Nicomedes</p> <p>Agricultural Engineering Division. -Mark Kenneth Sierra -Rusty Cachin -Christine Joy Perete -James Iñaki Castillo</p> <p>Crop Pest Management Division. -Lisa T. Dorado</p>	<ul style="list-style-type: none"> ● Monitor the status of the established UA sites and collect data on production volume, practices, UA technologies adopted, crop pest, and food safety, among others; ● Provide recommendations to improve the UA sites; ● Assist DA Agencies and Regional Field Offices in monitoring the NUPAP activities; ● Submit monitoring reports monthly or as directed; and ● Perform other tasks as assigned by the program director



	<p>-Jairus J. Abellar</p> <p>Plant Product Safety Service Division Personnel</p> <p>-Mikko Factukan -Renz Kenneth Asor -Jennica Alexis Diaz</p>	
Training Team	<p><i>Focal:</i> Ernie Lito Y. Bollosa</p> <p><i>Alternate focal:</i> Noli P. Garcia</p> <p><i>Members:</i> Crop Research and Production Support Division. -Hazel Joy M. Pacis -Mark Clyde C. Domingo -Romnell Valen M. Arangel -Rolando P. Villa</p> <p>Agricultural Engineering Division. -Melvin Vista -Mark Kenneth Sierra -Kar Michael Gandeza</p> <p>Crop Pest Management Division. -Lisa T. Dorado -Jairus J. Abellar</p> <p>Plant Product Safety Service Division Personnel -Aileen Galvez -Rozette Vilorio -Jovelyn Habla</p>	<ul style="list-style-type: none"> • Conduct capacity-building activities and technical assistance in crop production, mushroom production, food safety and PhilGAP certification, and pest management and communication materials; and • Performed others task as assigned by the Program Director
Logistic Support (Administrative Support Team)	<p><i>Focal:</i> Raul Maminta</p> <p><i>Alternate Focal:</i> Roy Sujuaco</p> <p><i>Members:</i> General Service Section Crop Research -Paul Victor A. Garcia</p>	<ul style="list-style-type: none"> • Ensure the necessary travel documents are prepared before and after the activities are conducted. • Assist in the facilitation of events of the DA-NUPAP; and



	-Jayron Tuatis -Joeffey E. Castro -Jonathan Cantano Crop Research and Production Support Division -Jonathan Perez. Plant Product Safety Service Division Personnel -Mark Ian Camacho	● Perform other task as assigned by the Program Director
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As such, they are entitled to travel expenses, per diems, and incidental expenses that may be incurred in the performance of their additional duties and responsibilities, chargeable against DA-NUPAP, subject to existing government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 3rd day of May 2024.


FRANCISCO P. TIU LAUREL, JR.
 Secretary



DA-CO-GUMVCR-5020240425-00015

