

May 23, 2024

MEMORANDUM ORDER

No: 141

series of 2024

SUBJECT: NEW COMPOSITION OF PROCUREMENT AND DISBURSEMENT TEAMS OF THE PLANT PRODUCT SAFETY SERVICES DIVISION, SATELLITE PESTICIDE ANALYTICAL LABORATORY DAVAO (SPAL DAVAO)

In the interest of the service and in order to effectively implement a system in the procurement and disbursement operations/transactions, the new composition of the Procurement and Disbursement Teams of SPAL Davao is hereby composed:

PROCUREMENT TEAM

Bids & Awards Committee (BAC)

Canvassers/Purchaser

Mr. John Renzon O. Sabado

Inspectors/ Property and
Supply Custodian

Mr. Troli T. Navarro

DISBURSING & APPROVING OFFICERS

Approving Officer

Ms. Mary Grace A. Nacional

Special Disbursing/Collecting Officer

Ms. Ruby Cecilia P. Dela Peña

Acting Bookkeeper

Mr. King Mark Ruel Son Y. Bermudez

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