



Department of Agriculture
BUREAU OF PLANT INDUSTRY
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June 14, 2024

MEMORANDUM ORDER

No. 165
Series of 2024

SUBJECT : AMENDMENT TO BPI MEMORANDUM ORDER NO. 77 SERIES OF 2024

In the interest of service, the BPI Memorandum Order No. 77 s. of 2024, entitled "New Composition of the QMS-Quality Workplace Team Core and Subcommittee Members, is hereby amended to include some changes relative to Quality Workplace Team Composition as follows:

***ISO Certified Sites**

BPI – Central Office

OFFICE	FOCAL	ALTERNATE FOCAL
Records Section	Raffy P. Mendoza	Royce Brando R. Rey
PPSSD – Quezon City	Rochelle T. Deguito	Ivy Mariano Loyola

The aforementioned QWT member/s are therefore directed to faithfully perform and exert their utmost cooperation relative to their duties and responsibilities inherent to their designation in addition to their present workloads.

All other compositions of BPI Memorandum Order No. 77, s. of 2024 shall remain in order.

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

Done this 21st day of June 2024.


GERALD GLENN F. PANGANIBAN Ph.D.
Director

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

MEMORANDUM ORDER

No. 77

Series of 2024

**SUBJECT : NEW COMPOSITION OF THE QMS-QUALITY WORKPLACE TEAM (QWT)
CORE AND SUBCOMMITTEE MEMBERS**

In the exigency of service and to facilitate the continual implementation of activities of the Quality Workplace Team related to the ISO 9001:2015 Quality Management System Certification for both Certified sites and ISO Expansion Sites of the Bureau of Plant Industry, the new composition of the team and its functions are created as follows:

QUALITY WORKPLACE CORE TEAM MEMBERS:

Leader: Valerio F. Colis Jr.

Assistant Leader: Roy B. Sojuaco

Secretariat: Joshua P. Verdera
Jessa Jel F. Laurente
Dallyn C. Fuster

Members: Mark Raymond R. Reyes
Cyd Clarisse C. Palado
Angeline J. Salinas
Reginand David C. Caampued
Tracey Mae Cea
Janella Christine H. Co

Functions:

1. Ensure that the environment for the operation of processes needed to achieve conformity to service requirements are managed effectively and efficiently;
2. Ensure consistent implementation of 5s *program* (*Seiri, Seiton, Seiso, Seiketsu and Shitsuke*) as applicable;
3. Regularly monitor and assess workplace's cleanliness, orderliness and safety, and submit reports to the Director/ QMS Leader
4. Continuously advocate for 5S in every Operating Unit and Division, and recommend to the Director/ QMS Leader any necessary improvement; and
5. Oversee holistic performance of the Team members relative to the QWT activities conducted.

QUALITY WORKPLACE SUBCOMMITTEE MEMBERS:

*CERTIFIED SITES

BPI – CENTRAL OFFICE

OFFICE/S	FOCAL	ALTERNATE FOCAL
Office of the Director	Jhoner M. Ombrezo	John Mark Nadera
Office of the Asst. Dir for RDPSS		Reinhart A. Abanilla
Office of the Asst. Dir for RS	Mary Jane M. De Guzman	Dannilyn C. Mayor
Planning Management Office	Mary Grace I. Bebis	Olivia V. Policarpio
Biotechnology Office	Nicolas B. Palacpac	Lovely D. Dela Cruz
NSIC – PVPO	Christian B. Maminta	Radny B. Espera
Internal Audit Unit	Ariel John Z. Dacara	Jonaremy C. Paulo
Procurement Management Section	Elisa S. Ibañez	Lyza Mae A. Padua
Accounting Section	Christine P. Crisostomo	Ruel S. Sespeñe
Budget Section	Saaduddin S. Diamla	Ariel R. Agustin
Cashier Section		Benjamin B. Manalastas V
Human Resources Section	Rae Angelo H. Guino-o	John Mark A. Gonzaga
Payroll Section	Kimberly L. Mañosca	Brends C. Santos
General Services Section	Gibert B. Maminta	Pia Angela B. Gabi
Records Section	Lean R. Lacorte	Raffy P. Mendoza
Information and Computer Section	Roland Christian C. Sanchez	Michelle M. Guinez
Property And Supply Section		John Paulo P. Lirasan
AED	Jefferson F. Varona	Sheila May S. Esmeria
CPMD	Ely A. Cunanan	Ma. Natalie G. Corpus
CRPSD	Charmaine Hannah A. Padasas	Revelyn G. Banquirig
NPQSD	Meah Mikki B. Tabago	Ryan D. Atienza
NSQCS	Aurora L. De Guzman	Maricel F. Fortaleza
		Emmanuel G. Macaraeg Jr.
PPSSD - Manila	Catherine R. Lava	Dyan M. Singma
- QC	Rochelle T. Deguito	Janela Christine H. Co

BPI – LOS BAÑOS NCRDPSC

FOCAL	ALTERNATE FOCAL
Ma. Queenie S. Tabur	Melinda O. Mondoñedo
	Benito M. Sojor

BPI – BAGUIO NCRDPSC

FOCAL	ALTERNATE FOCAL
Divina C. Jose, PhD.	Vivian V. Reyes

*** ISO 9001:2015 EXPANSION SITES**

LUZON

OFFICE/S	FOCAL	ALTERNATE FOCAL
CPEQS -Los Baños	Ferlavec F. Apacionado	Jestoni O.Gaylo
NSQCS Los Baños	Marielle P. Punzalan	Aileen P. Sta Rosa
SPAL Baguio	Rica Almira A. Gonzales	Kimberly G. Evan
NSQCS CAR	Sidney Bryce F. Tumingeb	Jendelle Shayne B. Lagadew

VISAYAS

OFFICE/S	FOCAL	ALTERNATE FOCAL
GUIMARAS NCRDPSC	Lilia P. Habaña	Henry P. Peñañiel
	Rhod S. Orquia	Romy G. Galon
		Salvador M. Gamosa
		Regen S. Barroca
NPQSD - ILOILO	Severino A. Cortes Jr.	Ariel G. Ganancial
		Gladys N. Madredano
		Mark Joseph M. Delos Santos
		Shairmain D. Toledo
NSQCS - ILOILO	Quennie R. Carbaquel	Evelyn D. Oren
		Larrah Joy V. Tubeza
		Erwin G. Maciado
		Ernie D. Bito-onon
LA GRANJA NCRDPSC	Marie Girlie R. Laud	Geralyn T. Amorsolo
NPQSD - BACOLOD	Anelin V. Batapa	
NSQCS -BACOLOD	John Rey Vijar	

MINDANAO

OFFICE/S	FOCAL	ALTERNATE FOCAL
DAVAO NCRDPSC	Orlan P. Odulio	Engr. John Lester L. Montealto
	Engr. Acmad A. Abdullah	Alvin V. Dante
		Ernie G. Tocmo
		Kristian A. Homanoy
NPQSD - DAVAO	Kalif C. Genota	Lovely Jane Z. Simpao
		Diana Jane T. Suaybaguio
		N/A
NSQCS - DAVAO	Angelie Marie B. Agan	Judy Cel S. Coma
SPAL - DAVAO	King Mark Ruel So. Y. Bermudez	Nolesa C. Calimbo
		Trisha Danielle L. Sinogbuhan

Functions:

1. Ensure cleanliness and orderliness in their respective operating units/ offices.
2. Cascade, reiterate and monitor consistent implementation of the 5S Workplace Standards in their respective Division/ Sections/ Units/ Centers.
3. Assist the 5S auditor during the conduct of the Quality Workplace 5s Audit in their respective offices.
4. Perform the consolidation of the 5S Audit Report and oversee conformance prior to the audit findings.
6. May be tapped as an internal 5S auditor as the need arises and submit needed documentary requirement such as the Request for Compliance Report, Summary Report, and other documents related to 5S activities in a timely manner; and
7. Attend series of meetings and trainings conducted by the Quality Workplace Team.

They are therefore directed to faithfully perform and exert their utmost cooperation relative to the foregoing duties and responsibilities inherent to their respective designation in addition to their present workloads.

This order shall take effect immediately and shall remain in force until revoked in writing. All other issuances inconsistent herewith are deemed revoked.

Done this 4TH day of MARCH, 2024.


GERALD GLENN F. PANGANIBAN Ph.D.
Director