



June 20, 2024

MEMORANDUM ORDER

No. 171

Series of 2024

SUBJECT : COMPOSITION OF PROPERTY CUSTODIANS AND INVENTORY COMMITTEE FOR THE INVENTORY OF PROPERTY, PLANT, AND EQUIPMENT (PPE) AND ONE-TIME CLEANSING OF PPE ACCOUNT BALANCES

The composition of DA-BPI Property Custodians, authorized inspectors, and the inventory committee for the Inventory of Property, Plant, and Equipment (PPE) and one-time cleansing of PPE Account Balances is hereby formed in compliance with the Commission on Audit (COA) Circular No. 2020-006. The committee shall be composed as follows:

Chairs : **HERMINIGILDA A. GABERTAN, Ph.D.**
Assistant Director for Research, Development, and Production Support Services

GERONIMA P. EUSEBIO
Administrative-Officer-Designate

Co-Chairs : **MA. KRISTINE JOY M. DE GUZMAN**
Chief, Accounting Section

PAULA R. DEL ROSARIO
Officer-In-Charge, Property and Supply Section

MEMBERS :

Property and Supply Section Staff

MA. LUZ D. BAJILLO
ALEX G. PEÑALBA
JESSA JEL F. LAURENTE
RUTH A. LUCAÑAS
MARIZ V. URBANO
JOHN PAULO P. LIRASAN
MARK JOSEPH E. LOPEZ
DANIEL M. ARCE

Accounting Section Staff

VICTOR N. MANINGAS Jr.
KENNETH JOHN SINGMA
CHRISTINE CRISOSTOMO
LARA JILL VALERIANO
JESSA RECTO
DJANDAI DELA CRUZ
JOHN MICHAEL SOTTO
JOAN GARCIA

LIST OF PROPERTY CUSTODIANS

Administrative Office

Operating Unit/ Office	Primary (Focal)	Alternate (Focal)
OFFICE OF THE DIRECTOR	Janice D. Cruz	Mary Luz Anntonette Lopez
OFFICE OF THE ASSISTANT DIRECTOR FOR REGULATORY SERVICES	Marielle Joy D. Wapanio	NONE
OFFICE OF THE ASSISTANT DIRECTOR FOR RESEARCH, DEVELOPMENT AND PRODUCTION SUPPORT	Reinhart A. Abanilla	Sean Richmond S. Villaflor
ADMINISTRATIVE OFFICE	Sherilynne Leoncio	Lovely Reyes
BIOTECHNOLOGY	Nicolas B. Palacpac	Morshid Macalayo
NSIC-PVPO	Mar Jan Christopher Cargo	Christian Maminta
GENERAL SERVICES SECTION	Gibert B. Maminta	Pia Angela Gabi
INTERNAL AUDIT UNIT	Arnel John Z. Dacara	NONE
PROCUREMENT AND MANAGEMENT SECTION	Mary Jane G Fernandez	NONE
BPI-RECORDS SECTION (CO)	Raffy P. Mendoza	Royce Brando R. Rey
BPI-BUDGET SECTION (CENTRAL OFFICE)	Charmaine I. Parafina	Maria Lourdes E. Tigno
PLANNING AND MANAGEMENT OFFICE	Liezel Joy C. Morales	NONE
HUMAN RESOURCE SECTION	Joshua P. Verdera	NONE
INFORMATION AND COMPUTER SECTION	Roland Christian C. Sanchez	Ryan Panarigan
BPI - PAYROLL UNIT	Celeste F. Gambol	Jerick C. Cardeñas
ACCOUNTING SECTION	Victor N. Maningas Jr.	Kenneth John C. Singma
CASHIER SECTION	Stephen Lloyd V. Laurente	Benjamin B. Manalastas V

Divisions

Operating Unit/ Office	Primary	Alternate
CRPSD	Jam Roxan S. Garmay	Charmaine Hannah Padasas
NPQSD	Rowell Creencia	Jemimah Z. Ybera
PPSSD	Kenneth Pabelico	Christian Edhao
AED	Joseph A. Guinez	Rusty B. Cachin
CPMD	Ely Cunanan	Ma. Natalie G. Corpus
NSQCS	Earl Austin B. Aromin	NONE

NCRDPS Centers

Operating Unit/ Office	Primary	Alternate
BAGUIO	Vivian V. Reyes	NONE
LOS BAÑOS	Niña R. Rosales	King Roy D. Bondad
GUIMARAS	Juvy G. Narte	Jimmy G. Macahilo
LA GRANJA	Rhodora L. Faner	NONE
DAVAO	Jonalyn A. Pabuaya	NONE



Regional Offices

PPSSD-Laboratories

Operating Unit/ Office	Primary	Alternate
PESTICIDE ANALYTICAL LABORATORY SECTION (PALS)	Jose Marie M. Sales	Joshua Vitocruz
CONTAMINANTS LABORATORY SECTION (CLS)	Nisie C. Nuñez	Reymon L. Fernando
SPAL BAGUIO	Nelson John G. Parazo	NONE
SPAL CEBU	Irish M. Saladaga	NONE
SPAL CAGAYAN DE ORO	Haidie L. Daclag	James C. Laput
SPAL DAVAO	Troli T. Navarro	Ariel Client E. Acampado

NPQSD-PQS Stations

Operating Unit/ Office	Primary	Alternate
REGION I - LA UNION	Wyne Marc G. Rigonan	Rustom P. De La Rosa
REGION II - CAGAYAN	Janella Mae P. Buenavista	Mark Julius B. Paris
REGION III - PAMPANGA	Rex R. Bugaay	Trina Rae P. Reyes
NCR - PQS SOUTH HARBOR	Marilou D. Tirol	Jelyn S. Gumatay
NCR - PQS NORTH HARBOR	Hazel Nicolei B. Magboo	Maria Susan F. Bambico
NCR - PQS MICP	Yves Paul D. Maminta	Ronaldo Vergara
NCR - PQS OSEDC	Henry A. Molon	Delmer John J. Agcaoili
NCR - PQS NAIA	Hazel R. Medenceles	Celeste L. Barrios
CPEQS	Arnel C. Banasihan	Mergebelle L. Guti-Ay
REGION IVA - BATANGAS	Ana Yvette P. Babao	Arjay G. Rupa
REGION IVA - QUEZON	Maria Leyza F. Yopyop	Franklin A. Echevarria
REGION IVB - MINDORO	Lamberto Andre B. Silva	Geraldine Y. Cruz
REGION IVB - PALAWAN	Charlie G. Valdeztamon	Maria B. Fernandez
REGION V - LEGAZPI	Rodman P. Samia	Mary Grace N. Vinluan
REGION VI - ILOILO	Cheryl Guanco-Sideno	Gaven C. Tatulo
REGION VI - BACOLOD	Lord Stephen L. Narciso	John T. Abelarde
REGION VII - PQS CEBU	Danilo T. Malilong	Jan Ravin V. Gabin
REGION VII - PQS DUMAGUETE	Luis Y. Mijares	Josephine Caballero
REGION VIII - PQS TACLOBAN	Den-Loi S. Modina	None
REGION IX - PQS ZAMBOANGA	Cheza S. Garcia	Jonathan M. Barrientos
REGION X - PQS CAGAYAN DE ORO	Globert G. Bierneza	Ronesa P. Zaballero
REGION X - PQS ILIGAN	Alfredo U. Gordoncillo	Nina Maria R. Odchigue
REGION X - PQS OZAMIZ	Irene T. Labajo	Christian S. Caylaluad
REGION XI - PQS DAVAO	Cindy C. Corpuz	Aeron E. Amigo
REGION XI - PQS MATI	Dexter M. Caburnay	None
REGION XII - PQS COTABATO	Teodoro O. Fregillana	Jerry May C. Dinopol
REGION XII - PQS GENSAN	Ezajar D. Samiahan	Gerasel S. Yano
REGION XIII - PQS CARAGA	Ryan B. Ramos	Aljun P. Sulapas

NSQCS-Satellite Offices

Operating Unit/ Office	Primary	Alternate
Region I - Sta. Barbara, Pangasinan	Norberta D. Caluten	Rose Ann D. Maynigo
Region I Satellite - Ilocos Norte	Norberta D. Caluten	Danny Russell Q. Arcangel
CAR-Baguio	Jessie B. Baggao	Jasper T. Colis
CAR Satellite - Tabuk	Crescinti P. Agluya	Ryan B. Lucas
Region II - Isabela	Nicson P. Dela Cruz	Kristdan Vivar
Region II Satellite - Cagayan	Alma B. Pam-Ot	Mark-Francis P. Simon
Region III - Nueva Ecija	Rachel C. Barrera	None
Region IV - Los Baños	Eleo B. Lunas	None
Region IVB - Naujan, Oriental Mindoro	Elbert Jigz S. Cayabyab	Pamela P. Lopez
Region IVB Satellite - San Jose, Occidental Mindoro	Elbert Jigz S. Cayabyab	Jerick Lababit
Region IVB Satellite - Palawan	Maribel M. Pascual	None
Region V - Pili	Sonia L. Manas	Calsberg C. Austria
Region VI - Iloilo	Evelyn D. Oren	John Philip A. Camacho
Region VI Satellite - La Carlota City	Ronela T. Valendez	None
Region VII - Cebu	Teofilo G. Lerasan	None
Region VII Satellite - Ubay	Christine D Calamba	None
Region VIII - Leyte	Jennifer A. Tizon	None
Region VIII Satellite - Catarman	Darren B. Nociete	Ramil A. Lagrimas
Region IX - Ipil	Rodne M. Paredes	Joecel B. Malones
Region X - Cagayan de Oro	Rocaina M. Macapato	None
Region XI - Davao	Ana A. Alforque	Joan M. Carnecer
Region XII - Midsayap	Joy P. Tamamay	None
Region XIII - Butuan	Chaily S. Dela Cruz	None
BARMM	Noraisa M. Maddie	None

The committee shall be responsible for, and assist in the conduct of physical count or inventory of PPE to accurately reflect the Bureau's actual PPE and to resolve inconsistencies between the records and books of the Accounting Section and Property and Supply Section.

Furthermore, the members shall regularly coordinate with the Property and Supply Section to continuously update the inventory and disposal of PPE.

This order shall take effect immediately and shall supersede all other inconsistencies herewith.


GERALD GLENN F. PANGANIBAN, Ph.D.
 Director
 Bureau of Plant Industry

