

June 20, 2024

MEMORANDUM ORDER

No. 176
Series of 2024

**SUBJECT: NEW COMPOSITION OF BUREAU OF PLANT INDUSTRY-HUMAN
RESOURCE DEVELOPMENT COMMITTEE (BPI-HRDC)**

Pursuant to Memorandum Circular No. 43 series of 1993 dated 14 October 1993 and No. 3 s. 2012 issued by the Civil Service Commission, the Bureau of Plant Industry Human Resource Development Committee (BPI-HRDC) is hereby established to compose the following officials:

Herminigilda A. Gabertan, Ph.D.

*Assistant Director for Research, Development, and
Production Support Services*

Chairperson

Ruel C. Gesmundo

OIC-Assistant Director for Regulatory Services

Co-Chairperson

Members

Ellaine T. Molon

OIC, Human Resources Section

Anisah C. Guro-Macalangcom

OIC, Budget Section

Samuel L. Fontanilla

President, BPI Employees Association

Human Resources Section Staff

BPI-HRDC Secretariat

The BPI-Human Resource Development Committee shall therefore perform the following functions:

- Formulate and establish the BPI's training and development programs;
- Authorize the attendance of employees in conventions, conferences, symposia, forums and colloquia sponsored non-governmental organizations or private institutions;
- Authorize the availment of services of other training institutions or agencies, private or government, in the conduct of in-house trainings and development programs; and

- Screen, select, nominate and authorize employees, whether permanent or non-permanent for training and scholarship grants both local and foreign.

The Committee is also tasked with customizing the BPI's Learning and Development Processes, required forms and other official documents per provisions of Department of Agriculture Memorandum Order No. 31, series of 2021.

BPI Divisions and Centers are also directed to create their respective BPI-HRDC Sub-Committees which shall be composed of the following:

1. Division/Center Chief/Officer-In-Charge
2. In-Charge, Human Resource Management
3. In-Charge, Finance Management
4. Representative of Rank and File Employees

Provisions of training or scholarships shall be evaluated on the basis of job requirements, work attitude, merit, and performance not on sex, skin color, ethnicity, religion, sexual orientation, gender identity/expression, age, political affiliation, disability, and other non-job-related matters.

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

Done this 27th day of June 2024.



GERALD GLENN F. PANGANIBAN, Ph.D.
Director