Department of Agriculture
BUREAU OF PLANT INDUSTRY
National Plant Quarantine Services Division – Region V-PQS Legazpi
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January 11, 2023

MEMORANDUM ORDER
No. 16
Series of 2023

SUBJECT: NEW COMPOSITION OF PROCUREMENT TEAM OF THE BPI-NPQSD, PLANT QUARANTINE SERVICE LEGAZPI REGION V AND NSQCS-REGIONAL SEED TESTING LABORATORY, REGION V, CAMARINES SUR

In the interest of the service and in order to ensure smooth and effectively implement a system in the financial and procurement transactions of the office, the Procurement Team of BPI-NPQSD, Plant Quarantine Service Legazpi Region V and NSQCS-RSTL, Region V, Camarines Sur, are as follows:

PROCUREMENT TEAM

BIDS AND AWARDS COMMITTEE (BAC)

CHAIRMAN	: Mr. Elmar D. Adigue (PQS-Legazpi, RV)
MEMBERS	: Ms. Ma. Carmela C. Bandales (PQS-Legazpi, RV)
	: Ms. Caroline A. Sanchez (NSQCS-RSTL, RV)
	: Mr. Federico P. Orquita (NSQCS-RSTL, RV)
SECRETARIAT	: Ms. Mary Grace N. Vinluan (PQS-Legazpi, RV)
INTERNAL CONTROL/ INSPECTOR	: Mr Ricardo A. Billones (PQS-Legazpi, RV)
	: Mr. Jose N. Tormes (NSQCS-RSTL, RV)
PROPERTY CUSTODIAN/ CANVASSER	: Mr. Rodman P. Samia (PQS-Legazpi, RV)
	: Ms. Sonia L. Manas (NSQCS-RSTL, RV)

DISBURSING AND APPROVING OFFICERS

APPROVING OFFICER	: Mr. Danilo L. Doblon (PQS-Legazpi, RV)
DISBURSING/COLLECTING OFFICER	: Ms. Angelina B. Navales (PQS-Legazpi, RV)
BOOKEEPER	: Ms. Angelina B. Navales (PQS-Legazpi, RV)
APPROVING OFFICER	: Ms. Marites R. Reyes (NSQCS-RSTL, RV)
DISBURSING/COLLECTING OFFICER	: Ms. Evelyn C. Bueza (NSQCS-RSTL, RV)
BOOKEEPER	: Mr. Jose N. Tormes (NSQCS-RSTL, RV)

In view thereof, they are directed to faithfully perform their duties and responsibilities inherent to their respective designation in addition to their present workload. Their accountability as such is anchored in the principle of transparency in government transactions and in accordance to the usual accounting and auditing requirements of the office.

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

Noted by:

SHEREENE R. SAMALA
OIC-Chief, NPQSD

RUEL R. GESMUNDO
Chief, NSQCS

Approved/Disapproved:

GERALD GLENN F. PANGANIBAN, Ph. D.
OIC, BPI-Director