Department of Agriculture
BUREAU OF PLANT INDUSTRY
692 San Andres Street, Malate, Manila, Philippines
Email Address: info@buplant.da.gov.ph
Tel. No.: (02) 8525-7909, (02) 8525-2987 | Website: **buplant.da.gov.ph**

January 24, 2023

MEMORANDUM ORDER

No: 21
Series of 2023

SUBJECT: NEW COMPOSITION OF PROCUREMENT AND DISBURSING TEAM OF BPI - NATIONAL SEED QUALITY CONTROL SERVICES DIVISION (NSQCSD), REGIONAL SEED TESTING LABORATORY (RSTL), REGION III-NUEVA ECIJA

In the interest of the service and in order to effectively implement a system in the procurement and disbursement operations/transactions, hereunder is the new composition of the Procurement and Disbursing Team of BPI-NSQCSD, RSTL Region III-Nueva Ecija:

A. PROCUREMENT

Bids & Awards Committee (BAC):

Chairperson	Mr. Nicholas R. Vergara
Vice-Chair	Ms. Jesusa Stephanie P. Calderon
Members	Mr. Winston V. San Gabriel
	Ms. Danica Leah C. Corpuz
	Ms. Reshel J. Deytiquez
	Mr. Phillip S. Abenir
	Ms. Gladies D. Bernardino
BAC Secretariat	Ms. Maricar F. Alvarado
Property Custodian	Ms. Rachel C. Barrera
Supply Officer	Mr. Jose D. Villamayor, Jr.
Internal Control Inspector	Ms. Desiree P. Antolin

B. DISBURSING and APPROVING

Approving Officer	Ms. Josephine A. Reyes
Collecting/Disbursing	Ms. Maricris R. Gines
Accounting Officer	Ms. Desiree P. Antolin

In view thereof, they are directed to faithfully perform their duties and responsibilities inherent to their respective designation in addition to their present workload and instructed to file for an application for fidelity bond at the Bureau of the Treasury. Their accountability as such is anchored in the principle of transparency in government transactions and in accordance with the usual budgeting, 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

cc: Ms. Ma. Kristine Joy M. De Guzman
Chief, Accounting Section

Mr. Ruel C. Gesmundo
Chief, NSQCSD/Chairman, BPI-BAC