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**

February 7, 2023

MEMORANDUM ORDER
No. 36
Series of 2023

SUBJECT: DESIGNATION OF FOCAL PERSONS FOR CONTRACT OF SERVICE AND JOB ORDER CONCERNS

In the exigency of the service, the following personnel is hereby designated as the Focal Person for Contract of Service and Job Order concerns of their respective Offices:

Office of the Director
1. Mary Luz Anntonette D. Lopez

Office of the Assistant Director
1. Nhyll Angelo S. Acuña

Planning and Management Office
1. Cherrylyn I. Parafina

Resident COA
1. Abigael R. Galban

Records Section/Internal Audit Unit
1. Valerio F. Colis Jr.

Personnel Section
1. Ma. Patricia D. Bermudez

Accounting Section
1. Christine P. Crisostomo

Budget Section
1. Charmaine I. Parafina

Procurement Management Section
1. Andrew L. Bernardo

Crop Pest Management Division
1. Mary Joy C. Balilo

National Plant Quarantine Services Division
1. Jemima Z. Ybera

Cashier Unit
1. Dallyn C. Fuster

General Services Section
1. Roy B. Sojuaco

Payroll Unit
1. Mary Lyann Valdez

Information and Computer Section
1. Maricel C. Bautista

Property and Supply Section
1. Jessa Jel F. Laurente

HVCDP
1. Mon-Jusyl C. Alva

Biotechnology Office
1. Tracy Mae Cea

NSIC/PVPO
1. Viña Maristella L. De Guzman

Crop Research and Production Support Division
1. Charmaine Hannah A. Padasas

Agricultural Engineering Division
1. Charlette D. Siega

Plant Product Safety Services Division
1. Catherine R. Lava

National Seed Quality Control Services Division
1. Rovelyn P. Domingo

Los Baños NCRDPSC
1. Mark Juluis Mercado

Guimaras NCRDPSC
1. Alex A. Tuyo

Baguio NCRDPSC
1. Vivian V. Reyes

La Granja NCRDPSC
1. Jean B. Benitapa

Davao NCRDPSC
1. Joresel L. Coronado

As Focal Persons, they are given the task to coordinate all issues regarding contract of service and job order administrative procedures, processes, personnel interventions, or any other concerns relative to their employment in the Bureau of Plant Industry.

They are directed to perform all the duties and responsibilities inherent to their respective designation in addition to their present workload

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

GERALD GLENN F. PANGANIBAN, Ph.D.
Director