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**

March 15, 2023

MEMORANDUM ORDER

No: 77
series of 2023

SUBJECT: NEW COMPOSITION OF PROCUREMENT AND DISBURSING TEAMS OF PLANT PRODUCT SAFETY SERVICES DIVISION - SATELLITE PESTICIDE ANALYTICAL LABORATORY CEBU (SPAL-CEBU), FOOD SAFETY UNIT CEBU (FSU CEBU) AND NATIONAL SEED QUALITY CONTROL SERVICES DIVISION, REGIONAL SEED TESTING LABORATORY – REGION VII, CEBU (RSTL CEBU)

In the interest of the service and in order to ensure smooth operation and effectively implement a system in the financial transactions of the office, the Procurement and Disbursing Team of Plant Product Safety Services SPAL-Cebu, FSU Cebu and National Seed Quality Control Services Division, Regional Seed Testing Laboratory – Region VII, Cebu (RSTL Cebu) is hereby composed of the following:

1. **BIDS AND AWARDS COMMITTEE**

Chairperson	Mr. Percius A. Almirante, SPAL Cebu
Vice-Chair	Ms. Shienah Rose B. Mediana, FSU Cebu
Members	Ms. Jesusa B. Pableo, RSTL Cebu
	Ms. Krizella Rhea T. Batulan, SPAL Cebu
	Ms. Rhea Mae T. Antoni, FSU Cebu

2. **BAC SECRETARIAT** — Ms. Ana Jean M. Cabrigas, FSU Cebu
3. **CANVASSERS** — Mr. James Rodnel B. Zaragosa, FSU Cebu; Mr. Teofilo G. Lerasan, RSTL Cebu
4. **PROPERTY AND SUPPLY CUSTODIANS** — Ms. Irish M. Saladaga, FSU Cebu; Mr. Teofilo G. Lerasan, RSTL Cebu
5. **INSPECTORS** — Mr. Abstinencio E. Cañete Jr., SPAL Cebu; Ms. Christine D. Calamba, RSTL Cebu

C. **DISBURSING TEAM – PPSSD SPAL/FSU CEBU**

Approving Officer	Ms. Bernadette A. Ibarra
Collecting/Disbursing Officer	Ms. Jocelyn M. Yap
Bookkeeper	Ms. Lady Mae B. De Baguio

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