*Department of Agriculture*
**BUREAU OF PLANT INDUSTRY**
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May 4, 2023

**MEMORANDUM ORDER**
*No.* 133
*series of 2023*

**SUBJECT:** DESIGNATION OF OFFICER-IN-CHARGE OF THE BUREAU OF PLANT INDUSTRY

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In the exigency of the service and in view of the official travel of the undersigned, **Assistant Director Herminigilda A. Gabertan, Ph.D.** is hereby designated as *Officer-In-Charge* of this Bureau from May 8-11, 2023.

As such, Assistant Director Gabertan shall act on the day-to-day operation of the Bureau or those that are of routinary in nature as well as urgent concerns which require immediate action by the undersigned such as Memoranda for dissemination, communication letters, and the like.

On the other hand, being an Officer-In-Charge does not include the powers exercised by the incumbent Director such as the issuance of Memorandum Orders covering office policies, movements of personnel, designations, delegation of duties, contracts, Memorandum of Agreements, and other documents of a similar nature.

As a matter of procedure, all documents requiring action of the Officer-In-Charge shall be submitted to the Office of the Director for recording purposes and thereafter transmitted to the office of Assistant Director Gabertan for appropriate action. Release of the documents shall likewise be done through the tracking system of the Office of the Director.

This Order shall take effect on May 8, 2023 and shall supersede all other Orders inconsistent herewith.

**GERALD GLENN F. PANGANIBAN, Ph.D.**
*Director*