Department of Agriculture
BUREAU OF PLANT INDUSTRY
National Seed Quality Control Services Division- Region 1
Address: Tebag East, Sta. Barbara, Pangasinan, Philippines
Email Address: bpi_nsqcs1@yahoo.com.ph
Tel. No.: (075) 523-2238

MEMORANDUM ORDER
No. 170
Series of 2023

SUBJECT: **NEW COMPOSITION OF PROCUREMENT AND DISBURSING TEAM OF BPI-NATIONAL SEED QUALITY CONTROL SERVICES (BPI-NSQCS), REGION I- PANGASINAN & REGION I SATELLITE LABORATORY- ILOCOS NORTE**

In the interest of the service and in order to ensure the smooth operations in the office and effectively implement a system in the financial transactions of the office, the New Procurement and Disbursing Team of BPI-National Seed Quality Control Services (BPI-NSQCS) Region I - Pangasinan and Region I Satellite Laboratory- Ilocos Norte is hereby prepared to be revised.

A. PROCUREMENT

Bids and Awards Committee (BAC) Chairperson	Ms. Monette B. Merlin
Vice-Chair	Ms. Noemi A. Avenida
Members	Mr. Danny Russell Q. Arcangel
	Ms. Fremelina G. Friala
BAC Secretariat	Ms. Norberta D. Caluten
Internal Control Inspector	Mr. Leonardo C. Calpo
	Ms. Fremelina G. Friala

B. DISBURSING

Approving Officer	Ms. Leila C. dela Peña
Collecting/Disbursing	Ms. Perla R. Mamaril
Bookkeeper	Ms. Jhomel R. Nisperos

C. DISPOSAL

Chairman	Ms. Jhomel R. Nisperos
Members	Mr. Leonardo C. Calpo
	Ms. Fremelina G. Friala

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D. SUPPLY OFFICER/PROPERTY CUSTODIAN

Ms. Marian C. Maminta

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 transparency in government transactions and in accordance to the usual accounting and auditing requirements of the Office.

The Order shall take effect immediately and shall supersede all other Orders inconsistent herewith.

GERALD GLENN F. PANGANIBAN, Ph.D.
Director

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

Ruel C. Gesmundo
OIC-Assistant Director for Regulatory Services,
Concurrent Chief, NSQCSD and BAC Chairman