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 I Website: **buplant.da.gov.ph**

18 July 2023

MEMORANDUM ORDER
No. 200
Series of 2023

SUBJECT: ESTABLISHMENT OF BPI PPSSD FSU-REGIONAL EXTENSION OFFICE (FSU-REO) AND ADDITIONAL ASSIGNMENT OF FSU PERSONNEL

In the exigency of service and for the efficient delivery of Bureau of Plant Industry-Plant Product Safety Services Division (BPI-PPSSD) services to farmers, FBOs, LGUs and stakeholders, this memorandum is hereby issued for the establishment six (6) BPI-PPSSD Food Safety Unit-Regional Extension Office (FSU-REO) to be located in the offices of Plant Quarantine Services (PQS) in Regions 2, 3, 5, 6, 9 and 12. The following permanent and contract of service (COS) personnel are hereby instructed to operate the said FSU-REOs on a rotational schedule such that there will be at least three (3) PPSSD FSU personnel consisting of at least one (1) permanent personnel and two (2) COS reporting for duty at their designated FSU-REO every two (2) weeks. This rotational schedule shall cover the period of July 31, 2023 to December 29, 2023.

The following pool of PPSSD FSU personnel shall operate the said FSU-REOs:

FSU Regional Extension Office	OFFICE LOCATION	POOL OF PPSSD PERSONNEL ON ROTATION BASIS	
		PERMANENT	COS
REGION 2	PQS REGION 2, Tuguegarao, Cagayan	KENN ALAXES C. REFUERZO MARIA CHRISTE A. ESPANTO CRISTINO A. TADEO JENNY P. CIPRIANO HERMOSO P. ABANDO, JR.	APRIL KAREN C. COSTALES
REGION 3	PQS REGION 3, San Fernando Pampanga	SAM DEL ROSARIO CHRISTIANE FATIMAH DECENA	MAXWEL B. OGOY ROMMEL B. SOBRERA JOHN PAUL M. NAVARRETE JOHN DAVES P. DE VILLA KATHRINE JOY GALLEVO JOVELYN HABLA
REGION 5	PQS REGION 5, Legazpi, Albay	JENNETH A. POBLETE JOSEPH AUDLEY TUAZON MIKKO FACTURAN	REMIE ANNE DE MANUEL CARIMA HADJI ALI JENNICA ALEXIS DIAZ ROZETTE VILORIA RENZ KENNETH ASOR
REGION 6	PQS REGION 6 Iloilo City, Iloilo	JOHN LEO GAVINO GAMBOA JAMES RODNEL B. ZARAGOSA IRISH M. SALADAGA	ENRIQUE O. TANGPOS ARIEL P. ALCOSEBA CRISTAC A. SERENIO
REGION 9 (*including BARMM provinces of Basilan, Sulu and Tawi-tawi*)	PQS REGION 9, Zamboanga City	MARY VALERIE G. EMBATE ROXETTE ANN D. QUINDALA	DOM STEVEN P. PACALA LOU MARKO D. SENDICO KIRBY J. DUAY KIMBERLY GEM A. APOSTOL
REGION 12	PQS REGION 12, Tacurong, Sultan Kudarat	BRIANN LOU P. BERNARDO JUSTIN O. BELTRAN	MICHELL P. BASA JASON D. DOMINGO MYCO FLOUE MANGUBAT MARY GEACEL GALINDO

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

GERALD GLENN F. PANGANIBAN, Ph. D.
Director

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18 July 2023

GERALD GLENN F. PANGANIBAN, Ph. D.
Director
Bureau of Plant Industry
692 San Andres St. Malate, Manila

Dear **Director Panganiban,**

We are in the process of establishing this year our PPSSD-Food Safety Unit Regional Extension Office (FSU-REO) in Regions 2, 3, 5, 6, 9, and 12 in order to enhance the efficiency of services to our stakeholders. However, since we are still on-the-process of establishing these offices we are requesting assistance to facilitate the allocation of our temporary offices in the premises of the following BPI Plant Quarantine Service Regional offices:

FSU-REO	Proposed Temporary Office Location
Region 2	PQS REGION 2, Tuguegarao, Cagayan
Region 3	PQS REGION 3, San Fernando Pampanga
Region 5	PQS REGION 5, Legazpi, Albay
Region 6	PQS REGION 6, Iloilo City, Iloilo
Region 9	PQS REGION 9, Zamboanga City
Region 12	PQS REGION 12, Tacurong, Sultan Kudarat

We are also seeking assistance for the following resources needed to effectively perform our duties and functions:

FSU Operations	No. / REO office	FSU Personnel	No. / REO office	Mobility	No./ REO office
Office space	1	Sleeping quarters	3	Vehicle	1
Tables	3	Beds/Foams/ beddings	3		
Chair	5	Cabinet/Lockers	3		
Desktop computer	1				
Laptop computer	1				
Printer with ink	2				
Wi-fi, internet connection	1				
Electric fans	4				
Office cabinets (steel)	1				
Office cabinets (wood)	2				
Refrigerator/Freezers for sample storage	1				
Water dispenser (hot/cold)	1				
Various Office supplies					

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Your favorable response to this request will be highly appreciated.

Thank you.

Very truly yours,

WILLIAM F. MUGOT
Chief, Plant Product Safety Services Division