Department of Agriculture
BUREAU OF PLANT INDUSTRY
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ISO 9001:2015 Certified
Quality Management System

August 30, 2023

MEMORANDUM ORDER
No: 236
series of 2023

SUBJECT: NEW COMPOSITION OF PROCUREMENT AND DISBURSING TEAMS OF THE NATIONAL PLANT QUARANTINE SERVICES DIVISION-REGION XII, PLANT QUARANTINE STATION GENERAL SANTOS (NPQSD, REGION XII-PQS GENERAL SANTOS)

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 the National Plant Quarantine Services Division-Region XII, Plant Quarantine Station General Santos (NPQSD, Region XII-PQS General Santos) are as follows:

A. PROCUREMENT

Bids and Awards Committee (BAC):

Chairman	Ms. Arlene S. Libed
Members	Mr. Ezajar D. Samiahan
	Mr. Raymund M. Leaño
	Mr. Cristito P. Villa
Secretariat	Ms. Charina G. Villa
Internal Control and Inspector	Mr. Samsoden D. Casan
Property Custodian and Canvasser	Ms. Gerasel V. Somolostro

B. DISBURSING AND APPROVING OFFICERS

Approving Officer	Mr. El-Khaled D. Gordolan
Disbursing/Collecting	Ms. Jiniel A. Testado/Ms. Charina G. Villa
Bookkeeper	Ms. Nita Rose O. Parantar

In view thereof, they are directed to faithfully perform their duties and responsibilities inherent to their respective designation in addition to their present workload and instructed to file for fidelity bond at the Bureau of the Treasury. Their accountability as such is anchored in 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 supersede all other Orders inconsistent herewith.

GERALD GLENN F. PANGANIBAN, Ph.D.
Director

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

Ms. Shereene R. Samala
OIC-Chief, NPQSD