



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman
1100 Quezon City

SPECIAL ORDER

No. 774

Series of 2021

SUBJECT : DESIGNATION OF MS. MARY GRACE R. MANDIGMA AS THE ASSISTANT DIRECTOR-DESIGNATE OF THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS)

In the exigency of service, **MS. MARY GRACE R. MANDIGMA**, Chief Science Research Specialist is hereby designated as **ASSISTANT DIRECTOR-DESIGNATE** of the Bureau of Agriculture and Fisheries Standards (BAFS) in concurrent capacity.

In addition to her regular duties as Chief Science Research Specialist of the Technical Services Division, Ms. Mandigma shall be responsible in performing the following functions, duties, and responsibilities:

1. Assist in the over-all management and supervision of the Bureau's daily operations; in the timely and effective implementation of the programs, projects and activities, as well as administrative and financial matters;
2. Authority to sign administrative and financial documents on behalf of the OIC-Director with due consideration to General Memorandum No. 3 Series of 2016 governing the delegation of authority to DA subordinate officials;
3. Perform other functions as may be assigned by the Director of BAFS.

She shall be entitled to traveling expenses, per diems, and other incidental expenses that may be incurred in the performance of her functions, duties, and responsibilities as designated, chargeable against BAFS funds, subject to existing government accounting rules and procedures.

All officials and employees of the Bureau are hereby directed to give their full support and cooperation to Ms. Mandigma in the performance of her duties and responsibilities.


This Order shall take effect immediately and shall remain in force unless revoked in writing.

All orders and memoranda inconsistent herewith are deemed revoked.

Done this 18th day of October 2021.

WILLIAM D. DAR, Ph.D.

Secretary

DEPARTMENT OF AGRICULTURE

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with empowered and prosperous farmers and fisherfolk

