



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

SPECIAL ORDER

No. 1162
Series of 2022

SUBJECT: DESIGNATION OF MS. ROWENA C. REYES AS OFFICER-IN-CHARGE CHIEF AGRICULTURIST OF FERTILIZER REGULATIONS DIVISION (FRD) OF THE FERTILIZER AND PESTICIDE AUTHORITY (FPA)

In the exigency of service, **MS. ROWENA C. REYES**, is hereby designated as **OFFICER-IN-CHARGE CHIEF AGRICULTURIST** of **FERTILIZER REGULATIONS DIVISION (FRD)** of the FPA in concurrent capacity as **SUPERVISING AGRICULTURIST**.

As such, she shall perform the functions, duties and responsibilities inherent to the designation and such others as may be directed by the Deputy Executive Director for Fertilizer including but not limited to the following functions:

1. Manages the concerned staff on the processing of registration for fertilizer products.
2. Manages the concerned staff on the processing of licenses, Value Added Tax Certificates, and other certifications for fertilizers.
3. Recommends for the approval of all processed regulatory documents such as EUP, Certificate of Product Registration, Licenses, VAT and other Certificates.
4. Reviews/recommends the evaluation of fertilizer products by the Technical Evaluators.
5. Manages the coordination and facilitation of activities of the Fertilizer Policy and Technical Advisory Committee (FPTAC).
6. Attends meetings/seminars/conferences.
7. Reviews drafted communications for signature of the Executive Director.
8. Performs other tasks that maybe assigned by the Executive Director.

She is entitled to RATA and travelling expense, per diems and incidental expenses that may be incurred in the performance of her duties and responsibilities as designated, chargeable against the FPA funds, subject to the existing government accounting and auditing rules and procedures.

All officials and employees of FPA are hereby advised of this designation and directed to give their full support and cooperation to Ms. Reyes in the performance of her duties and responsibilities.

The designation shall take effect immediately upon the receipt hereof by Ms. Reyes and shall remain valid for a period of one (1) year, unless otherwise earlier revoked by the undersigned.

All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 27th day of December, 2022.


DOMINGO F. PANGANIBAN
Senior Undersecretary



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