



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

**SPECIAL ORDER**

No. 414  
Series of 2023

**SUBJECT: ADDITIONAL ASSIGNMENT OF THE BUREAU OF PLANT INDUSTRY (BPI) PERSONNEL TO THE NATIONAL URBAN AND PERI-URBAN AGRICULTURE PROGRAM (NUPAP) OF THE DEPARTMENT OF AGRICULTURE (DA)**

In the exigency of service and for the smooth implementation of the programs, activities, and projects of the DA-NUPAP, the following DA-BPI personnel are hereby designated as follows and assigned to perform their respective tasks for DA-NUPAP, concurrent with their regular functions, duties, and responsibilities in DA-BPI and other designations:

DESIGNATION	NAME	RESPONSIBILITIES
Deputy Program Director	Herminigilda A. Gabertan, Ph.D.	<ul style="list-style-type: none"><li>Assist the Program Director in supervising the overall operations of the DA-NUPAP;</li><li>Act as alternate to Program Director in correspondences concerning DA-NUPAP; and</li><li>Perform other tasks assigned by the Director.</li></ul>
Head Coordinator	Asther V. Paglinawan	<ul style="list-style-type: none"><li>Recommend and act as an adviser to the Program Director in making decisions relative to the operations and implementation of the NUPAP</li><li>Represent the NUPAP in the absence of the Program Director and Deputy Program Director</li><li>Facilitate requests and concerns of UA stakeholders</li><li>Evaluate and review reports and documents for presentation and/or submission</li><li>Perform other tasks assigned by the Program Director</li></ul>

Technical Assistants	Hazel Joy M. Gusi Kristine Angeli A. Valdez Christopher S. Cruz	<ul style="list-style-type: none"> <li>▪ Review technical documents, proposals, memoranda, and request letters prior to the signature of the Program Director;</li> <li>▪ Lead the team in the major implementations of the Urban Agriculture project, especially food safety concerns;</li> <li>▪ Draft proposals for collaboration with national government agencies and other stakeholders;</li> <li>▪ Perform other tasks assigned by the Program Director</li> </ul>
Urban Agriculture (UA) Focals (F) and Alternate Focals (AF)	<p><i>Metro Manila and its neighboring provinces</i> F: Engr. Elaiza Nicole Salamat-Dotimas AF: Angeline J. Salinas</p> <p><i>Baguio and neighboring provinces</i> F: Nancy T. Aspuria AF: Engr. Lea D. Abando</p> <p><i>Los Baños and neighboring provinces</i> F: Niña R. Rosales AF: Engr. Meanne P. Andes</p> <p><i>La Granja and neighboring provinces</i> F: Jennifer L. Ferrer AF: Nancy B. Villanueva</p> <p><i>Guimaras and neighboring provinces</i> Engr. Julie Ann G. Cordero</p>	<ul style="list-style-type: none"> <li>▪ Establish partnerships with various agencies, offices, institutions, and groups in their areas of assignment;</li> <li>▪ Conduct technical assistance and training regarding UA technologies;</li> <li>▪ Assist in inputs distribution, UA site establishments and monitoring;</li> <li>▪ Submit accomplishment reports quarterly; and</li> <li>▪ Perform other tasks as assigned by the Program Director</li> </ul>

	Genoveva G. Macahilo	
	<i>Davao and neighboring provinces</i> F: Lydia P. De Leon AF: Orlan P. Odulio	

TEAMS	NAME	RESPONSIBILITIES
Input Distribution and Site Establishment Team	<p><i>Team Leader:</i> Angeline J. Salinas</p> <p><i>Assistant Team Leader:</i> Ernie Lito Y. Bollosa</p> <p><i>Members:</i> Kevin B. Quiñones Kenneth Palomares Kevin Jay F. Fadriquela Charlette O. Siega Rolan Jay Batarao Rusty B. Cachin Maricel R. Mamalayan Hazel Joy Pacis Roniele F. Cadawas Alex Pedroso Edwin Aragones Ivan Bartolome Christian Viado Donald Dum Ann Jhoneil S. Aguilar Juvenile Malbas Raymond Estañol</p>	<ul style="list-style-type: none"> <li>Assist the NUPAP partners in site establishments;</li> <li>Distribute agricultural inputs and materials and facilities to UA stakeholders; and</li> <li>Perform other tasks as assigned by the Program Director.</li> </ul>
Monitoring and Evaluation Team	<p><i>Team Leader:</i> Noli Garcia</p> <p><i>Assistant Team Leader:</i> Charlette O. Siega</p> <p><i>Members:</i> Peter M. Magdaraog, Ph.D. John Paul D. Maminta Arnilel Alayuya</p>	<ul style="list-style-type: none"> <li>Monitor the status of the established UA sites and collect data on production volume, practices, UA technologies adopted, crop pest, and food safety, among others;</li> <li>Provide recommendations to improve the UA sites;</li> <li>Assist DA Agencies and Regional Field Offices in monitoring the</li> </ul>

	<p>Melvin Banagbanag  Gildo F. Maminta  Sergio C. Noceda  Mark Halunajan  Mark Nono  Revelyn G. Banquirig  Kevin B. Quiñones  Angeline J. Salinas  Kevin Jay F. Fadriquela  Rusty B. Cachin  Christiane Fatimah L. Decena  Lennie T. Manipon  Roniele F. Cadawas  Maricel R. Mamalayan  Nhyll Acuña  Reginand David  Caampued</p>	<p>NUPAP activities;</p> <ul style="list-style-type: none"> <li>▪ Submit monitoring reports monthly or as directed; and</li> <li>▪ Perform other tasks as assigned by the Program Director.</li> </ul>
Training Team	<p><i>Team Leader:</i>  Ernie Lito Y. Bollosa</p> <p><i>Assistant Team Leader:</i>  Noli P. Garcia</p> <p><i>Members:</i>  Federico C. Merlan  Kenneth Palomares  Leah Morante  Hannah Caryl G. Balajadia  Lanie Cayabyab  Hazel Joy Pacis  Mark Christopher Valdez  John Paul D. Maminta  Lennie T. Manipon  Ailene A. Galvez</p>	<ul style="list-style-type: none"> <li>▪ Conduct capacity-building activities and technical assistance in crop production, mushroom production, food safety and PhilGAP certification, and pest management in urban agriculture;</li> <li>▪ Assist in the development of training modules and Information, Education, and Communication materials; and</li> <li>▪ Perform other tasks as assigned by the Program Director.</li> </ul>
Project Research and Development Team	<p>Renelyn P. Sadural  Julio Salvador Valeza  Angeline Salinas</p>	<ul style="list-style-type: none"> <li>▪ Submit project/research proposal on UA technologies (such as, but not limited to formulation of nutrient solution for hydroponic systems) and conduct and submit reports on the research; and</li> <li>▪ Perform other tasks as assigned</li> </ul>

		by the Program Director.
Administrative Support Team	<p><i>Team Leader:</i> Maricel R. Mamalayan</p> <p><i>Assistant Team Leader:</i> Valerio Colis, Jr.</p> <p><i>Member:</i> Maricel C. Bautista</p>	<ul style="list-style-type: none"> <li>▪ Facilitate creation of the calendar of activities of the BPI NUPAP</li> <li>▪ Ensure that necessary travel documents are prepared before and after the activities are conducted</li> <li>▪ Assist in the liaison with partner agencies and offices;</li> <li>▪ Assist in the facilitation of events of the DA-NUPAP; and</li> <li>▪ Perform other tasks as assigned by the Program Director.</li> </ul>

As such, they are entitled to travel expenses, per diems, and incidental expenses that may be incurred in the performance of their additional duties and responsibilities, chargeable against DA-NUPAP, subject to existing accounting and auditing rules and procedures.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 11th day of April 2023.

**DOMINGO F. PANGANIBAN**  
Senior Undersecretary



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