

DEPARTMENT OF AGRICULTURE REGIONAL FIELD OFFICE NO. 02											
FREEDOM OF INFORMATION FORMS											
agency_abbrv	agency_name	title	description	file_format	online_publication	location_or_url	disclosure	original_data_owner	data_maintainer	date_released	frequency_of_update
Agency abbreviation	Name of agency (spelled out)	Title of Information	Description of the information	CSV, XLS, SHP, KML, TXT, PDF, DOC, etc.	Yes/No	Location of published information or URL for direct download	Whether the information is either of the following: - public : info can be disclosed for public consumption regardless of identity - exception : info is under the Exceptions List - internal : info only for agency consumption - with fee : info can be disclosed but with corresponding charges based on the agency's mandate/policies/business model - limited : info, upon verification of the requesting party's identity, can only be disclosed to specific person/s and/or entity/ies	Agency or office who originally owns the information	Unit responsible for the information	The date when the information was initially released (YYYY-MM-DD)	Daily, Annually, Biannually, Quarterly, Monthly
REGION 02											
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Special Orders for MLGU on the supervision of implementation of the Banner Programs	Local Special Orders 2017	PDF	Yes	http://rfo02.da.gov.ph/special-order-for-2017/	Public	DA RFO 02	Records Unit	2017	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Special Orders for MLGU on the supervision of implementation of the Banner Programs	Local Special Orders 2018	PDF	Yes	http://rfo02.da.gov.ph/special-orders-for-2018/	Public	DA RFO 02	Records Unit	2018	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Special Orders for MLGU on the supervision of implementation of the Banner Programs	Local Special Orders 2019	PDF	Yes	http://rfo02.da.gov.ph/special-order-for-2019/	Public	DA RFO 02	Records Unit	2019	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Special Orders for MLGU on the supervision of implementation of the Banner Programs	Local Special Orders 2019	PDF	Yes	http://rfo02.da.gov.ph/special-order-for-2020/	Public	DA RFO 02	Records Unit	2020	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Special Orders for MLGU on the supervision of implementation of the Banner Programs	Local Special Orders 2019	PDF	Yes	http://rfo02.da.gov.ph/special-order-for-2021/	Public	DA RFO 02	Records Unit	2021	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Quality Policy	The DA RFO 02 Quality Policy in the implementation of Quality Management System	HTML	Yes	http://rfo02.da.gov.ph/quality-policy/	Public	DA RFO 02	DA RFO 02 QMS Office	2017	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Certificate of Registration	The DA RFO 02 ISO 9001:2015 Certificate of Accreditation	IMG	Yes	http://rfo02.da.gov.ph/2017/12/20/department-of-agriculture-regional-field-office-no-02-is-iso-90012015-certified/	Public	DA RFO 02	DA RFO 02 QMS Office	2017-12-20	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Annual Report (2011-2020)	Annual Report (book type)	PDF	Yes	N/A	Public	DA RFO 02	PMED		Annually

DA RFO 02	Department of Agriculture Regional Field Office No. 02	IEC Materials for Rice	IEC Materials for Rice 5 in 2 Bacterial Leaf Streak New Rice Tungro Virus Panagpaksiat ti bao Seed banking Sheat rot Stem Rot	PDF	Yes	http://rfo02.da.gov.ph/rice-iec-materials/	Public	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	IEC Materials for Corn	IEC Materials for Corn Aflatoxin Apog Bio-N Corn Techno Guide Leaf Color Chart Soil Analysis Cagayan Valley aMAIZEing Corn Products	PDF	Yes	http://rfo02.da.gov.ph/corn-iec-materials/	Public	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	IEC Materials for High Value Crops	IEC Materials for High Value Crops Ampalaya Bell Pepper Cabbage Carrot Production Guide Celery Chayote Cucumber Production Guide Eggplant Garlic Production Guide Lettuce Okra Onion Production Guide Patola Peanut Utilization Pepper Potato Pummelo Rambutan Sitao Snap Beans Production Guide Soybean Squash Sweet Pea Production Guide Sweet Potato Tomato Ube Ube Production Guide Upo White Potato Production Guide	PDF	Yes	http://rfo02.da.gov.ph/high-value-crops-iec-materials/	Public	DA RFO 02	FOD		

DA RFO 02	Department of Agriculture Regional Field Office No. 02	IEC Materials for Livestock	IEC Materials for Livestock Artificial Insemination Backyard Cattle Duck Goat Poultry Quail Rabies Social Entrepreneurship Amidst Climate Change Swine	PDF	Yes	http://rfo02.da.gov.ph/livestock-iec-materials/	Public	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Abstract of Completed Researches	Abstract of Completed Researches	HTML	Yes	http://rfo02.da.gov.ph/abstracts-of-completed-researches/	Public	DA RFO 02	RESEARCH DIVISION	1905-07-11	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Brochures	Agricultural Competitiveness Enhancement Fund (ACEF) ACEF-Grant-in-Aid for Higher Education Program	HTML	Yes	http://rfo02.da.gov.ph/brochures/	Public	DA RFO 02	PMED		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Price Watch	Price Monitoring per Province in Region 02	IMG	Yes	http://rfo02.da.gov.ph/category/local/price-watch/	Public	DA RFO 02	AMAD		Daily
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Regional Project Guideline: Seed Exchange Program (Registered Seed)	Regional Project Guideline for Seed Exchange Program (Registered Seed)	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Regional Project Guideline: Implementation of Inbred Model Farm	Regional Project Guideline Implementation of Inbred Model Farm	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Regional Project Guideline: Implementation of Hybrid Model Farm	Regional Project Guideline for the Implementation of Hybrid Model Farm	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Regional Project Guideline: High Yield Technology Adoption for Hybrid Rice Production (HYTA-HR)	Regional Project Guideline for High Yield Technology Adoption for Hybrid Rice Production (HYTA-HR)	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines on Intensive Deployment of Rice Crop Manager (RCM): A Comprehensive decision support tool for increasing yield and income farmers in Region 02	Implementing Guidelines on Intensive Deployment of Rice Crop Manager (RCM): A Comprehensive decision support tool for increasing yield and income farmers in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Regional Guideline: High Yield Technology Adoption for Inbred Rice Production (HYTA-IBD)	Regional Guideline for High Yield Technology Adoption for Inbred Rice Production (HYTA-IBD)	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Project Guideline: Local Farmer Technicians in Region 02	Project Guideline for Local Farmer Technicians in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		

DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Application of Muriate of Potash in Support to HYTA Project on Rice	Implementing Guidelines on the Application of Muriate of Potash in Support to Hyta Project on Rice	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Guidelines in the Provision of Incentives to the Agricultural Extension Workers Under HVCD Program	Guidelines in the Provision of Incentives to the Agricultural Extension Workers Under HVCD Program	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 General Guidelines on the Implementation of Small Scale Irrigation Project Under the High Value Development Program in Region 02	General Guidelines on the Implementation of Small Scale Irrigation Project Under the High Value Development Program in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 General Guidelines on the Implementation of Agricultural Equipment/ Machineries and Facilities Under the High Value Crops Development Program	General Guidelines on the Implementation of Agricultural Equipment/ Machineries and Facilities Under the High Value Crops Development Program	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 General Guidelines in the Provision of Agricultural Seeds and Planting Materials	General Guidelines in the Provision of Agricultural Seeds and Planting Materials	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Guidelines in the Implementation of Technology Demonstration for Productivity Enhancement of Existing Coffee and Cacao Trees Through Rehabilitation Program	Guidelines in the Implementation of Technology Demonstration for Productivity Enhancement of Existing Coffee and Cacao Trees Through Rehabilitation Program	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 General Guidelines on Implementation on Seed Buffer Stocking Program	General Guidelines on Implementation on Seed Buffer Stocking Program	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Establishment and Maintenance of Region-Wide School Gardens	Establishment and Maintenance of Region-Wide School Gardens	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines for Assorted Vegetable Seeds Assistance to Farmers Affected by Calamities in Region 02	Implementing Guidelines for Assorted Vegetable Seeds Assistance to Farmers Affected by Calamities in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines Provision of Small -Scale Irrigation Project (SSIP)	Implementing Guidelines Provision of Small -Scale Irrigation Project (SSIP)	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Project Guidelines Establishment/Maintenance of Organic Native Livestock and Poultry Breeding Centers	Project Guidelines Establishment/Maintenance of Organic Native Livestock and Poultry Breeding Centers	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Guidelines in the Distribution of Blodwermer	Guidelines in the Distribution of Blodwermer	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Distribution Guidelines of Organically Grown Open-Pollinated Variety Corn in Region 02	Distribution Guidelines of Organically Grown Open-Pollinated Variety Corn in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		

DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines for the Provision of Small Scale Composting Facility (SSCF)	Implementing Guidelines for the Provision of Small Scale Composting Facility (SSCF)	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines Provision of Greenhouse Facility	Implementing Guidelines Provision of Greenhouse Facility	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Project Guidelines Establishment of On-Station Organic Technology Demonstration and Training Farms	Project Guidelines Establishment of On-Station Organic Technology Demonstration and Training Farms	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Memorandum 19-03-036 Series of 2019	Guidelines for Alternative Methods of Procurement Under Emergency Cases and Unforeseen Contingencies	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines for the Department of Agriculture Livestock Livelihood Program for Backyard Raisers	Implementing Guidelines for the Department of Agriculture Livestock Livelihood Program for Backyard Raisers	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Guidelines for the Provision of Incentive Allowance to Devolved Extension Personnel Implementing Livestock Development Programs	Guidelines for the Provision of Incentive Allowance to Devolved Extension Personnel Implementing Livestock Development Programs	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Guidelines in Implementation/Availment of Animal Health Services	Guidelines in Implementation/Availment of Animal Health Services	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Provision of Liquid Hydrogen Implementing Guideline	Provision of Liquid Hydrogen Implementing Guideline	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines for the Cagayan Valley Ruminant Breeder Loan Program	Implementing Guidelines for the Cagayan Valley Ruminant Breeder Loan Program	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines for Forage Seed and Plant Material Distribution	Implementing Guidelines for Forage Seed and Plant Material Distribution	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Implementing Guidelines for the Availment of Artificial Insemination Services	Implementing Guidelines for the Availment of Artificial Insemination Services	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Application of Zinc Sulfate in Seedbed	Implementing Guidelines on the Application of Zinc Sulfate in Seedbed	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines Provision of Biozone to Hybrid Rice	Implementing Guidelines on the Provision of Biozone to Hybrid Rice	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: For High Yielding Technology Adoption (HYTA) Project	DA RFO 02 Implementing Guidelines For High Yielding Technology Adoption (HYTA) Project	DOC	No	N/A	Internal	DA RFO 02	FOD		

DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Farm Service Provider (FSP) Program in Region 02	Implementing Guidelines for Farm Service Provider (FSP) Program in Region 02	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Hybrid-Inbred Rice Techno-Demo	Implementing Guidelines Hybrid-Inbred Rice Techno-Demo	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Compact Techno Commercialization of Hybrid Rice	Implementing Guidelines Compact Techno Commercialization of Hybrid Rice	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines on Double Rice Cropping in The Rainfed Areas	Implementing Guidelines on Double Rice Cropping in The Rainfed Areas	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Promotion of Green Super Rice in Adverse Rice Ecosystem	Implementing Guidelines on the Promotion of Green Super Rice in Adverse Rice Ecosystem	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Compact Techno Commercialization of Hybrid Rice	Implementing Guidelines on the Compact Techno Commercialization of Hybrid Rice	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Implementing Guidelines: Community-Based Starter Seed of Locally Adopted Adverse and Aromatic/Special Rice Seed Distribution	DA RFO 02 Implementing Guidelines on the Community-Based Starter Seed of Locally Adopted Adverse and Aromatic/Special Rice Seed Distribution	DOC	No	N/A	Internal	DA RFO 02	FOD		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	DA RFO 02 Memorandum #19-04-143 Series of 2019	Contract Implementation Guidelines for Infrastructure Projects	DOC	No	N/A	Internal	DA RFO 02	GSO	2019-04-29	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Regional Guidelines on the Implementation of Pump Irrigation System for Open Source (PISOS) for Rice Program	Regional Guidelines on the Implementation of Pump Irrigation System for Open Source (PISOS) for Rice Program	DOC	No	N/A	Internal	DA RFO 02	RAED		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Memorandum Order # 02 Series of 2019	Guidelines on the Implementation of the Agribusiness Support for Promotion and Investment in the Regional Enterprises (ASPIRE) Program	DOC	No	N/A	Internal	DA RFO 02	AMAD	2019-10-29	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Memorandum Order # 01 Series of 2019	Guidelines on the Maintenance of Mushroom Production Laboratories	DOC	No	N/A	Internal	DA RFO 02	RCPC	2019-07-10	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Local Memoranda	Compilation of Local Memorandum Issued by the Office of the Regional Executive Director	DOC/PDF	No	N/A	Internal	DA RFO 02	Records Unit	1990 to Present	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Local Special Orders	Compilation of DA RFO 02 issued Special Orders from the office of the Regional Executive Director	DOC/PDF	No	N/A	Internal	DA RFO 02	Records Unit	1987 to Present	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Regional Integrated Research and Development/ Extension Agenda and Programs (RIRDEAP)	Compilation of Researchable areas for Rice and Corn in Region 02	DOC/PDF	No	N/A	Internal	DA RFO 02	RESEARCH DIVISION	2018-2022	Every 5 years

DA RFO 02	Department of Agriculture Regional Field Office No. 02	Compendium of Technologies and Products	Compilation of Technologies and Products Generated from Research in Region 02	DOC	No	N/A	Public	DA RFO 02	RESEARCH DIVISION	2018 to Present	Annually
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Bids and Awards Committee Communications	Transmittals and Notices on Procurement Matters of DA RFO 02	DOC	No	N/A	Internal Limited	DA RFO 02	Records Unit	2011 to present	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Land Conversion Documents	Submitted documents and requirements on requests for land conversion	DOC	No	N/A	Internal	DA RFO 02	RAED		
DA RFO 02	Department of Agriculture Regional Field Office No. 02	List of Due & Demandable Accounts Payable Advice to Debit Account (LDDAP-ADA)	Cash and Disbursement Unit	DOC	No	N/A	Internal	DA RFO 02	Cashiering Unit	2015 to present	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Client Satisfaction Survey	Evaluation Reports in bundles and boxes	DOC	No	N/A	Public	DA RFO 02	PMED	N/A	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Client Satisfaction Survey	Evaluation Reports in bundles and boxes (2020-2021)	DOC	No	N/A	Public	DA RFO 02	PMED	N/A	Semi Annual
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Memorandum Circular No. 01	Regional Supplemental Guidelines for the Beneficiaries of Livelihood Project under the Integrated National Swine Production Initiatives for Recovery and Expansion (INSPIRE)	DOC	No	N/A	Public	DA RFO 02	FOD	21/04/01	
DA RFO 02	Department of Agriculture Regional Field Office No. 02	Memorandum Circular No. 02	Guidelines for Laboratory Fees	DOC	No	N/A	Public	DA RFO 02	ILD	21/11/01	

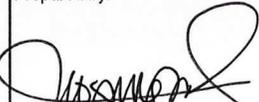
Prepared by:

Reviewed by:

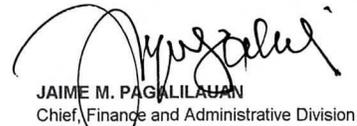
Noted by:

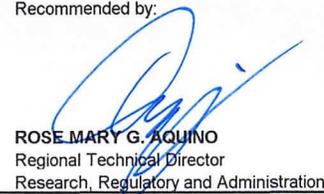
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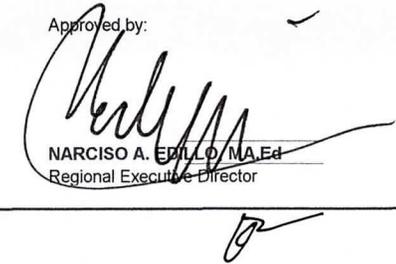
Approved by:


RENE HOSMOND TALLUD
 Administrative Officer III

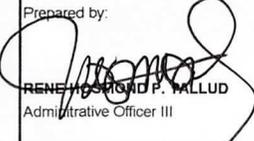

RUBEN B. CUBERO, JR.
 Administrative Officer V

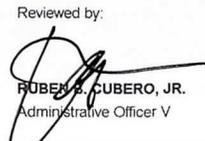

JAIME M. PAGALILAUAN
 Chief, Finance and Administrative Division

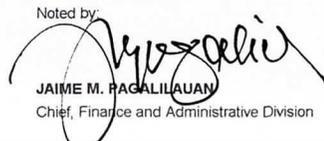

ROSE MARY G. AQUINO
 Regional Technical Director
 Research, Regulatory and Administration

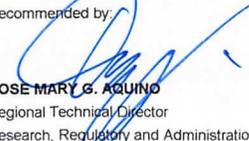

NARCISO A. EDILLO, MA, Ed
 Regional Executive Director

Parent Agency Name	Attached Agency Name	Agency Acronym	Agency Type	Year-Quarter	Request Type	Total Processed Requests	STATUS OF PROCESSED REQUESTS							Total Number of Days Lapsed	Average Processing Time	Ongoing Requests	STATUS OF ONGOING REQUESTS				
							Successful	Proactively Disclosed	Partially Successful	Info Under Exceptions	Info Not Maintained	Invalid Request	Closed				Pending	Accepted	Awaiting Clarification	Processing	
<i>name of parent agency (if any)</i>	<i>name of agency</i>	<i>agency acronym</i>	<i>NGA / GOCC / SUC / LWD / LGU</i>	<i>year and quarter of report coverage</i>	<i>eFOI / Standard</i>	<i>total number of requests which are already processed</i>	<i>number of requests where information has been uploaded or provided</i>	<i>number of requests where information has been provided through the agency's website even before it was requested</i>	<i>number of requests where out of many requests, only a number has been provided by the agency</i>	<i>number of requests denied since it is under the FOI Exceptions List</i>	<i>number of requests denied since information requested is not being handled, maintained, or stored by the agency</i>	<i>number of requests denied since it is a question, not an actionable item, or not a request for information</i>	<i>number of requests closed since the requesting party failed to provide the information needed for clarification-60 calendar days after the "Awaiting Clarification" status</i>	<i>total number of days lapsed facilitating processed requests</i>	<i>total number of days lapsed over the total number of processed requests for the period of coverage (do not include ongoing requests)</i>	<i>total number of requests currently being processed</i>	<i>number of requests submitted by requestors but not yet acknowledged by the Receiving Officer</i>	<i>number of requests acknowledged by the Receiving Officer and forwarded to the Decision Maker concerned</i>	<i>number of requests returned to the requestors for some clarifications or if he/she failed to provide all requirements such as a valid ID</i>	<i>number of requests received by the Decision Maker and is currently being processed</i>	
REGION 02																					
Department of Agriculture	Department of Agriculture Regional Field Office No. 02	DA RFO 02	NGA	2021- Q1	Standard	1	1	0	0	0	0	0	0	5	5	0	0	0	0	0	
Department of Agriculture	Department of Agriculture Regional Field Office No. 02	DA RFO 02	NGA	2021- Q2	Standard	1	1	0	0	0	0	0	0	4	4	0	0	0	0	0	
Department of Agriculture	Department of Agriculture Regional Field Office No. 02	DA RFO 02	NGA	2021- Q3	Standard	2	2	0	0	0	0	0	0	8	4	0	0	0	0	0	
Department of Agriculture	Department of Agriculture Regional Field Office No. 02	DA RFO 02	NGA	2021- Q4	Standard	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Prepared by:

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 Administrative Officer III

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RUBEN S. CUBERO, JR.
 Administrative Officer V

Noted by:

JAIME M. PAGALILAUAN
 Chief, Finance and Administrative Division

Recommended by:

ROSE MARY G. AQUINO
 Regional Technical Director
 Research, Regulatory and Administration

Approved by:

NARCISO A. BILLO, MA.Ed
 Regional Executive Director

Year-Quarter	Tracking Number	Request Type	Date Received	Title of Request	Extension?	Status	Date Finished	Days Lapsed	Cost	Appeal/s filed?	Remarks
year and quarter of report coverage	Internal FOI Tracking number	if request was lodged through eFOI or standard (paper-based)	date request was lodged by requesting party (YYYY-MM-DD)	title of information requested	if the agency requested for extension or additional 20 working days (YES or NO)	status of request	date request was processed/finished by the agency; if not yet processed/finished, indicate ONGOING	number of days lapsed facilitating the request; if finished within the same day, indicate 0	fees paid by the requesting party for facilitation of request; if none, indicate FREE	if the requesting party or any other citizen filed an appeal for the specific request (YES or NO)	Additional details about the request
REGION 02											
2021 FIRST QUARTER											
2021-Q1	DARFO2.FAD-GSS-REC.73-1.19-01-390	Standard	01/06/2021	Request for voucher and attachments and List of LDDAP	No	Successful	January 11, 2021	5	Free	No	
2021 SECOND QUARTER											
2021-Q2	DARFO2.FAD-GSS-REC.73-1.21.06.165	Standard	06/03/2021	Request for the list of cacao ball makers	No	Successful	June 07, 2021	4	Free	No	
2021 THIRD QUARTER											
2021-Q3	DARFO2.FAD-GSS-REC.73-1.21.07.604	Standard	07/13/2021	Request for inventory of farm implements/ equipment provided to Cagayan Seed Producers	No	Successful	July 16, 2021	3	Free	No	
2021-Q3	DARFO2.FAD-GSS-REC.73-1.21.09.077	Standard	09/02/2021	Request for copy of approved Construction plans, technical Specifications for the Construction of 4 Units Ware House Lots 2, 3 and 4	No	Successful	Sept. 07, 2021	5	Free	No	
2021 FOURTH QUARTER											
None											

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