



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
Regional Field Office No. 02  
Tuguegarao City, Cagayan  
Tel. Nos. 844-1331/1328 Fax Nos. 844-1031  
TIN: 0000-845-895 Website: <http://rfo02.da.gov.ph>  
Email: ored.rfo2@da.gov.ph  
ISO 9001-2015 Certified No CIP/5310/17/11/1015

DARFO2.FOD-HVCDP.65-2.21-03-02

March 25, 2021

**SPECIAL ORDER**

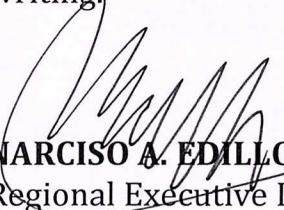
No. 1) 9  
Series of 2021

**SUBJECT: DESIGNATION OF MUNICIPAL LOCAL GOVERNMENT UNIT (MLGU)  
STAFF TO SUPERVISE THE IMPLEMENTATION OF HIGH VALUE CROPS  
DEVELOPMENT PROGRAM (HVCDP)**

In the best interest of service and pursuant to the Memorandum of Agreement executed between the Department of Agriculture Regional Field Office No. 02 (DA RFO 02) and the Local Government Units (LGUs), **Ms. Jonalyn S. Ayeras**, Administrative Aide IV of Diffun, Quirino, is hereby designated to work under the **High Value Crops Development Program (HVCDP)** of DA RFO 02.

As such, she shall be entitled to incentive allowance based on the guidelines formulated by the Department of Agriculture Central Office.

This order shall take effect from January 2021 and shall remain in force until revoked in writing.

  
**NARCISO A. EDILLO, M.A.Ed.**  
Regional Executive Director

*Man*

*A food-secure and resilient Philippines  
with prosperous farmers and fisherfolk*





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Email: da\_rfu2000@yahoo.com  
ISO 9001-2015 Certified No CIP/5310/17/11/1015

January 13, 2021

**NARCISO A. EDILLO, MA.Ed.**  
Regional Executive Director  
**DEPARTMENT OF AGRICULTURE**  
Regional Field Office 02, Tuguegarao City, Cagayan

Attention: **MS. CAROL P. ALBAY**  
Regional HVCC Coordinator

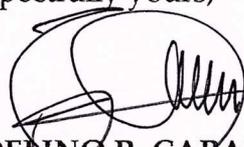
Sir;

Respectfully forwarding documents in support to **MS. JONALYN S. AYERAS'** request for inclusion as one among of the Agricultural Extension Workers to receive incentive under the High Value Commercial Crops Banner Program.

For your information and reference.

Thank you.

Respectfully yours,

  
**FIDENNO R. CABANTAC**  
QES Manager

DA-RFO-02-RED-73-1-21-01-010

DA-RFO NO. 02	
RECORDS UNIT	
TUGUEGARAO CITY, CAGAYAN	
Received by: <u>Dixie</u>	
Date: <u>Jan. 14, 2021</u>	Time: <u>9:32</u>
Control No. <u>DA-RFO-02-RED-73-1</u>	

21-01-562

RECEIVED	
BY: <u>[Signature]</u>	
DATE: <u>1-14-2021</u>	
DA-RFO-02-RED-73-1	

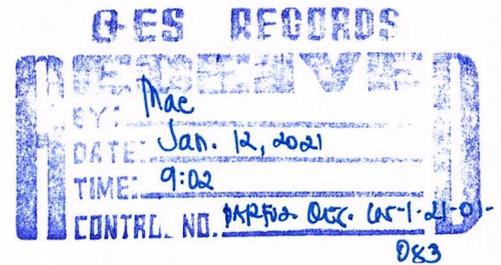
HIGH VALUE COMMERCIAL CROPS (HVCC)	
7 RECEIVED	
By: <u>Warren</u>	
Date: <u>1-15-2021</u>	

*A food-secure Philippines*  
with prosperous farmers and fisherfolk





Republic of the Philippines  
PROVINCE OF QUIRINO  
Municipality of Diffun  
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**OFFICE OF THE MUNICIPAL AGRICULTURE AND FISHERY COUNCIL**

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**1<sup>st</sup> Endorsement**

Respectfully endorsing to the office of the Regional Executive Director **NARCISO A. EDILLO, MaEd.** Regional Executive Director of the Department of Agriculture, Regional Field Office No. 02, Tuguegarao City, Cagayan the herein attached Special Order of **JONALYN S. AYERAS** assigned here at the Municipal Agriculture Office, Diffun, Quirino, working under High Value Crops Development Program (HVCDP) in the Municipality of Diffun.

Endorsed this 6<sup>th</sup> day of January, 2021 at Diffun, Quirino.

  
**ARBENO R. FABRO**  
MAFC CHAIRMAN



Republic of the Philippines  
PROVINCE OF QUIRINO  
Municipality of Diffun  
-oOo-

**OFFICE OF THE MUNICIPAL MAYOR**

**SPECIAL ORDER**

No. 05 s. 2021

TO : **JONALYN S. AYERAS**

FROM : The Municipal Mayor

Subject : **Designation as HVCDP Extension Worker**

Date : January 7, 2021

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In the exigency of public service, you are hereby designated as HIGH VALUE CROPS DEVELOPMENT PROGRAM EXTENSION WORKER in the Municipality of Diffun.

Along this line, you are directed to ensure proper implementation of effective systems, procedures and practices in the High Value Crops Development Program administration.

You are hereby expected to observe the highest standard of work ethics and professionalism in the performance of your duties and responsibilities.

This order shall take effect immediately unless sooner revoked.

For your information and compliance.

  
**MAY GARNACE - CALAUNAN**  
Municipal Mayor

Cc: HRMO, file



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[www.dagupan.com](http://www.dagupan.com)

Republic of the Philippines  
**PROVINCE OF QUIRINO**  
Cabarroguis  
-oOo-

**PROVINCIAL AGRICULTURE OFFICE**

[opag.quirino@yahoo.com](mailto:opag.quirino@yahoo.com)

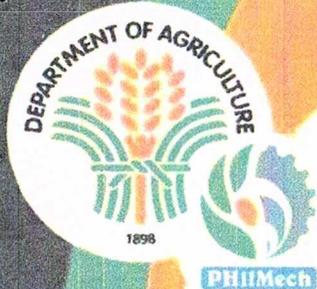


**ENDORSEMENT**

January 7, 2021

Respectfully forwarded to **DIR. NARCISO A. EDILLO, M.A.Ed.**, Regional Executive Director, Department of Agriculture, Regional Field Office No. 02, Tuguegarao City, the herein **Special Order No. 05 Series of 2021** of **MS. JONALYN S. AYERAS** of the Municipal Agriculture Office, Diffun, Quirino to work under the High Value Crops Development Program in the municipality, for his appropriate action.

**FLORENCE C. MANGOBA**  
OIC-Provincial Agriculturist



Republic of the Philippines  
Department of Agriculture  
**Philippine Center for Postharvest Development and Mechanization**  
CLSU Compound, Science City of Muñoz, Nueva Ecija



*Awards this*

# CERTIFICATE OF COMPLETION

*to*

**Jonalyn S. Ayeras**

*for having satisfactorily completed the*

**Online Training Course on Mechanization and Postharvest  
Technologies for Corn and Cassava**

Conducted on September 29-30, 2020

*Given this 30<sup>th</sup> day of September 2020*

  
**BALDWIN G. JALLORINA, PhD.**  
Director IV



CS Form No. 33-A  
Revised 2018

(Stamp of Date of Receipt)

Republic of the Philippines  
Local Government Unit of  
Diffun, Quirino



Mr./Mrs./ Ms.: JONALYN S. AYERAS

You are hereby appointed as Administrative Aide VI (Clerk III) (SG/ 6/1)  
(Position Title)

under Permanent status at the Office of Municipal Mayor  
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of Twelve Thousand One hundred Eighty Nine Pesos (P 12,189.00)  
pesos per month.

The nature of this appointment is Original vice  
(Original, Promotion, etc.)

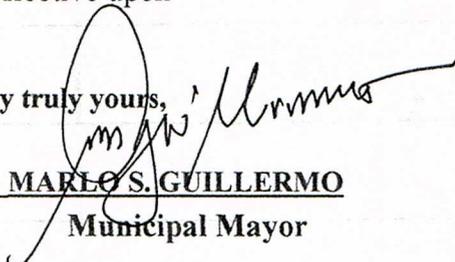
Wilhelmina R. Ola, who retired with Plantilla Item No. 10.22  
(Transferred, Retired, etc.)

Page 8 .

This appointment shall take effect on the date of signing by the appointing officer/authority.

The appointee shall undergo probationary period for six month effective upon assumption to duty.

Very truly yours,

  
MARLO S. GUILLERMO  
Municipal Mayor

Dec. 3, 2018  
Date of Signing

CSC ACTION: **APPROVED**

  
MARIA NOEMI SUMABAT-BUSTAMANTE  
DIRECTOR - II  
Authorized Official

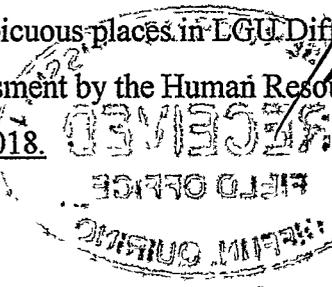
11/14/19  
Date

(Stamp of Date of Release)

### Certification

This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24 s.2017 as amended, have been complied with, reviewed and found to be order.

The position was published at CSC Bulletin from 8/6/18 to 8/22/18, and posted in Three conspicuous places in LGU Diffun from 8/1/18 to 8/21/18 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on November 29, 2018.



*[Handwritten Signature]*  
**ROLANDO O. DUCOS**  
HRMO - II

### Certification

This is to <sup>certify</sup> certify that the appointee has been screened and found qualified by the majority of the HRMPSB during the deliberation held on November 29, 2018.

*[Handwritten Signature]*  
**MARLO S. GUILLERMO**  
Chairperson, HRMPSB

### CSC Notation


ANY ERASURE OR ALTERATION ON THE CSC ACTION SHALL NULLIFY OR INVALIDATE THIS APPOINTMENT EXCEPT IF THE ALTERATION WAS AUTHORIZED BY THE COMMISSION.

- Original Copy - for the Appointee
- Original Copy - for the Civil Service Commission
- Original Copy - for the Agency

#### Acknowledgement

Received original/photocopy of appointment on Dec. 27, 2018

*[Handwritten Signature]*  
Appointee