



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No. 02
Tuguegarao City, Cagayan
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Email Address: ored.rfo2@da.gov.ph
ISO 9001-2015 Certified No CIP/5310/17/11/1015



October 21, 2021

SPECIAL ORDER

No. 289

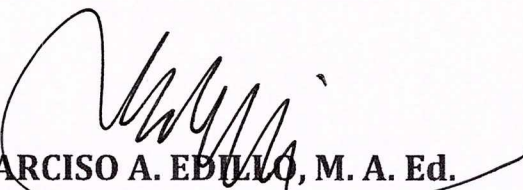
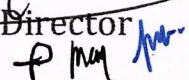
Series of 2021

**Subject: DESIGNATION OF MUNICIPAL LOCAL GOVERNMENT UNIT
STAFF TO IMPLEMENT THE RICE PROGRAM**

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. CHARITY M. CASEM, OIC- Municipal Agriculturist** of the municipality of **Sta. Fe, Nueva Vizcaya** is hereby designated to work under the Rice Program of DA RFO 02 to replace **MS. BELLA S. ANCHETA**, who retired from the service.

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

This shall take effect retroactively from October 3, 2021. All orders inconsistent herewith are deemed revoked.

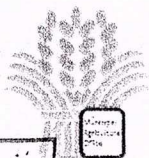

NARCISO A. EDILLO, M. A. Ed.
Regional Executive Director


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





Republic of the Philippines
Province of Nueva Vizcaya
MUNICIPALITY OF SANTA FE



September 22, 2021

NARCISO A. EDILLO, MA.Ed,
Regional Executive Director
Department of Agriculture-RFO2
Tuguegarao City, Cagayan

DA-RFO NO. 02
RECORDS UNIT
TUGUEGARAO CITY, CAGAYAN

Received by: DIXIC
Date: 10-1-21 Time: 9:07
Control No: 002.FAP.GSS.REC. 73-1

Sir,

21-10-003
OFFICE OF THE CHIEF, FIELD OPERATIONS
DIVISION
RECEIVED

RECEIVED
ORED 7
BY: Ace
DATE: 10/1/21
DA-RFO-02-RED-73-1

Warm Christian greetings!

By: Jen Date: 10-7-21
Time: 11:30 Control: RED-73-10-162

In the interest of public service may I humbly request **MS. CHARITY M. CASEM**, OIC
Municipal Agriculturist of this municipality be entitled to receive incentive allowance from Rice
Program based on policies formulated by the Department of Agriculture.

Thank you very much.

God bless..

Very truly yours,

TIDONG A. BENITO
Municipal Mayor

FIELD OPERATIONS DIVISION
NATIONAL RICE PROGRAM
Resolved by: Dong
Date: 10/13/21
Control No: DA-RFO2.FOD-NEA 73-10-63



Republic of the Philippines
Municipal Local Government Unit of Santa Fe

OFFICE ORDER NO. 112021

DATE: August 2, 2021

TO : CHARITY CASEM
Agricultural Technician
This Local Government Unit

SUBJECT: DESIGNATION AS OIC - MUNICIPAL AGRICULTURIST

In view of the retirement of the incumbent Municipal Agriculturist, Madam BELLA S. ANCHETA on July 31, 2021, in the exigency and interest of public service, you are Designated as OIC - Municipal Agriculturist on August 2, 2021.

As such you shall perform the functions and duties relative thereto, pertinent papers and documents that need the action of the Municipal Agriculture Office shall be coursed thru you.

With this, all benefits including Representation Allowances/Travel Allowances (RATA), communication allowances shall be provided to you. This Order shall remain to be in full force and effect until revoked.

Please be guided accordingly.

TIDONG A. BENITO
Municipal Mayor

HUMAN RESOURCE MANAGEMENT OFFICE
RECEIVED
By: Dorcas L. Arroyo
Date: 8/3/21
Time: 12:48 PM

Accounting Office
08/03/21, 12:45 pm
JACKSON DARUON

cc: HRMO, MACCO, MTO, MBO, MA

Rec'd by [Signature] 8/3/21

MTO
8-3-21 12:46 pm
[Signature]



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✉ santafemonuevavizcaya@gmail.com

Santa Fe, Nueva Vizcaya, Philippines