



Republic of the Philippines  
**REGIONAL FIELD OFFICE NO. 02**  
Diversion Road, San Gabriel  
Tuguegarao City, Cagayan 3500

DA-RFO2.FOD-NCP.65-2

November 17, 2022

**SPECIAL ORDER**

No. 317

Series of 2022

Subject: **DESIGNATION OF MR. REYNALDO E. CARGO AS CORN TECHNICIAN TO ASSIST IN THE IMPLEMENTATION OF THE CORN PROGRAM IN THE CITY OF CAUAYAN, ISABELA**

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Pursuant to the Memorandum of Agreement (MOA) entered into by and between the Department of Agriculture Regional Field Office No. 02 (DA RFO 02) and the Municipal Local Government Unit (MLGU), **MR. REYNALDO E. CARGO** is hereby designated as Corn Technician to assist in the implementation of the Corn Program in the city of Cauayan, Isabela.

As such, **Mr. Cargo** shall assist in the implementation of various programs/projects under the Corn Program in the said city.

Likewise, he shall be entitled to incentive allowance based on the guidelines formulated by this office.

This order shall take effect on November 2022.

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

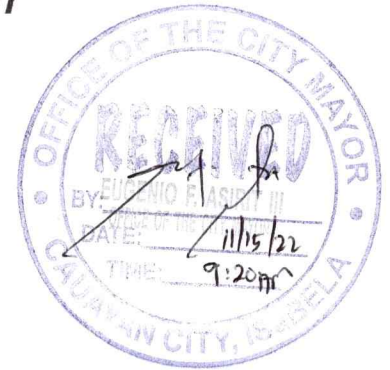


Republic of the Philippines  
Province of Isabela  
**CITY OF CAUAYAN**

*Office of the City Mayor*

November 15, 2022

**DIR. NARCISO A. EDILLO, MA.Ed**  
Regional Executive Director  
DA-RFO 02, Tuguegarao City



**Dear Director Edillo,**

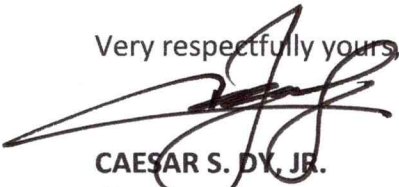
Warmest greetings!

This is in connection with the letter of endorsement of Engr. Ricardo V. Alonzo, City Agriculturist of Cauayan City, Isabela of one of the AEW's for the issuance by your office of an Special Order (SO) for **Mr. REYNALDO E. CARGO** in order to avail of incentive under the Corn Development Program of the Department of Agriculture (DA).

I would like to request from your good office to please give due preference to the possible issuance of said Special Order (SO) for the benefit of our AEW's and inspire them to contribute for the attainment of the goals of the Agricultural Sector.

Anticipating for your most favorable action to this request.

Very respectfully yours,

  
**CAESAR S. DY, JR.**  
City Mayor



Republic of the Philippines  
Province of Isabela  
**CITY OF CAUAYAN**

*Office of the City Agriculturist*

November 15, 2022

**DIR. NARCISO A. EDILLO, MA.Ed**

Regional Executive Director  
DA-RFO 02, Tuguegarao City

SIR,

Greeting!

Respectfully endorse MR. REYNALDO E. CARGO for the issuance of Special Order (SO) thru your good office for him to avail of the incentive under the Corn Development Program of the Department of Agriculture – Regional Field Office 02, Tuguegarao City.

Attached are the necessary requirements / documents for the possible issuance of said Special Order (SO).

Anticipating with thanks for your continuing support in the development of the Agricultural Sector in the Region.

Very respectfully yours,

**ENGR. RICARDO V. ALONZO, MPA.**  
City Agriculturist



Republic of the Philippines  
Province of Isabela  
**CITY OF CAUAYAN**

*Office of the City Agriculturist*

**CERTIFICATION**

**TO WHOM IT MAY CONCERN:**

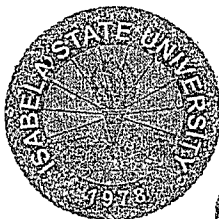
This is to certify that **MR. REYNALDO E. CARGO**, Agricultural Extension Worker, from the City Agriculture Office, Cauayan City, Isabela, is currently serving in the **Corn Development Program** in this City. His area of coverage is listed below;

<b>Barangays Covered</b>	<b>Area (Has.)</b>	<b>No., of Farmers</b>
1. Casalatan	150.0	95

This certification was issued for whatever legal purposes it may serve.

Issued this 6<sup>th</sup> day of July, 2022 . Cauayan City, Isabela.

**ENGR. RICARDO V. ALONZO**  
City Agriculturist



**Official Transcript of Records**

Name: **CARGO, REYNALDO ENRIQUEZ**

Home Address: **Nagrumbuan, Cauayan City, Isabela**

Date of Admission: **First Semester, 2015-2016**

Entrance Data: **DepEd Form 137-A**

Degree: **Bachelor of Science in Agricultural Engineering**

Date of Graduation: **x-x-x-x-x-x-x-x-x**

Major: **x-x-x-x-x-x-x-x-x**

Date of Birth: **July 21, 1998**

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
<b>First Semester, 2015-2016</b>				
ENG 11	Study and Thinking Skills	2.25	3.00	3
CHEM 11	General and Inorganic Chemistry	3.00		3
SOC SCI 11A	Introduction to Behavioral Science	2.25		3
FIL 15	Komunikasyon sa Akademikong Filipino	1.75		3
PHILOS 11	Fundamentals of Logic and Critical Thinking	2.75		3
MATH 16	Plane and Spherical Trigonometry	3.00		3
MATH 13	College Algebra	INC		3
SOC SCI 14	Political Science with Philippine Politics, History and Constitution Including Election Laws	3.00		3
PE 11	Physical Fitness	1.25		2
NSTP 11	National Service Training Program	2.50		(3)
<b>Second Semester, 2015-2016</b>				
MATH 17	Analytic Geometry	2.00	2.00	3
ENG 12	Writing in the Discipline	2.75		3
FIL 19	Pakikilalang Filipino	1.75		3
SOC SCI 13	Philippine History	2.75		3
BIO 11	General Biology	2.00		3
COMP SCI 11B	Fundamentals of Information Technology	1.75		3
SOC SCI 12	Society and Culture including Family Planning, Population Education, Rural Society and Institutions, Drug Addiction and Prevention and STD/HIV Diseases	2.50		3
MATH 25B	Solid Mensuration	2.50		3
PE 12	Rhythmic Activities	INC		2
NSTP 12	National Service Training Program	2.00		(3)
<b>First Semester, 2016-2017</b>				
BIO 72	General Microbiology	3.00	3.00	3
SOC SCI 15	General Economics, Land Reform and Taxation, Cooperatives and Current Issues	2.50		3
PHYSICS 11A	Engineering Physics 1	INC		3
ENG 14	Speech and Oral Communication	2.25		3
LIT 11	Philippine Literature	2.50		3
DRAWING 11	Engineering Graphics 1	2.75		2
MATH 22A	Differential Calculus	3.00		3
PE 13	Individual/Dual Sports/Games	1.50		2

Page: 1 of 4

**GRADING SYSTEM:** Undergraduate: 1.00=98-100; 1.25=95-97; 1.5=92-94; 1.75=89-91; 2.0=86-88; 2.25=83-85; 2.5=80-82; 2.75=77-79; 3.0=75-76; 5.00 below 74 (Failure); Inc. Requirements not fully met. Graduate: 1.00-Excellent; 1.25-Very Satisfactory; 1.5-Satisfactory; 1.75 Fairly Satisfactory; 2.00-Good; 2.25-Fairly Good; 2.5-Fair; 2.75-Below Fair; 3.00-Passed; 5.00-Failed. D.-Dropped.

**CREDITS:** One unit is one hour lecture or recitation each week for the period of a complete semester or the equivalent thereof in laboratory, field or shop work credited at the rate of one unit for each three hour period.

**NOTE:** This transcript is valid only when it bears the dry-seal of the University and the original signatures in ink of the signatories below. Any erasures or alterations made on this copy renders the whole transcript invalid.

NOT VALID WITHOUT THE UNIVERSITY SEAL.

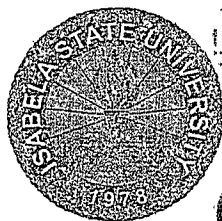
Prepared by:

**MELODY D. BANGAYAN**  
Administrative Aide III

**AMBROSIA A. GAFFUD, Ph.D.**  
Registrar IV

**JOHN N. CABANSAG, Ph.D.**  
Executive Officer





**Official Transcript of Records**

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Degree: **Bachelor of Science in Agricultural Engineering**

Date of Graduation: **x-x-x-x-x-x-x-x**

Major: **x-x-x-x-x-x-x-x**

Date of Birth: **July 21, 1998**

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
<b>Second Semester, 2016-2017</b>				
DRAWING 12A	Engineering Graphics 2	2.50		2
STAT 15	Probability and Statistics	INC	3.00	3
SOC SCI 16	Life and Works of Rizal	2.00		3
HUM 11	Introduction to Humanities	2.00		3
MATH 23A	Integral Calculus	INC	3.00	3
PHYSICS 12A	Engineering Physics 2	2.75		3
ENG 16A	Technical Writing and Reporting in the Discipline	2.50		3
CHEM 16	Organic Chemistry	3.00		3
PE 14	Team Sports/Games	1.75		2
<b>First Semester, 2017-2018</b>				
SOILS 30A	Introduction to Soil Science	3.00		3
AE 31	Farm Shop Practice	2.50		3
MATH 24	Differential Equation	2.25		3
ANI SCI 30	Introduction to Animal Science	2.50		3
EE 30A	Electric Circuits, Electronics and Electromechanics	3.00		3
FS 30	Principles of Fishery	2.00		3
CE 33A	Fundamentals of Surveying	2.75		3
<b>Second Semester, 2017-2018</b>				
COMP SCI 13B	Computer-Aided Design	INC	3.00	3
ME 32	Thermodynamics and Heat Transfer	2.25		5
ES 30A	Statics of Rigid Bodies	INC	3.00	3
AE 32	Introduction to Biosystem Engineering	2.25		1
CROP SCI 30	Principles of Crop Production	2.25		3
ES 30B	Dynamics of Rigid Bodies	INC	3.00	3
STAT 19	Experimental Design	INC	3.00	3
<b>First Semester, 2018-2019</b>				
AG EXTN 31A	Agricultural Entrepreneurship, Management and Extension	2.25		3
AE 34	Refrigeration Engineering	2.50		3
ES 31C	Strength of Materials	2.50		3
ES 32	Engineering Economy	3.00		3
AE 33	Agro-industrial Applications of Electric Power and Electronics	2.25		3
ES 34A	Fluid Mechanics	3.00		4
COMP SCI 11F	Computer Application in Engineering	2.00		3
<b>Second Semester, 2018-2019</b>				
AE 35	Introduction to Operations Research	2.75		3

Page 2 of 4

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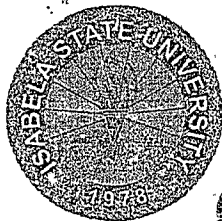
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Prepared by:

**MELODY D. BANGAYAN**  
Administrative Aide III

**AMBROCIA A. GAFFUD, Ph.D.**  
Registrar IV

**JOHN N. CABANSAG, Ph.D.**  
Executive Officer



Republic of the Philippines  
**ISABELA STATE UNIVERSITY**  
Echague, Isabela

**Official Transcript of Records**

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Entrance Data: **DepEd Form 137-A**

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Date of Graduation: **x-x-x-x-x-x-x-x-x**

Major: **x-x-x-x-x-x-x-x-x**

Date of Birth: **July 21, 1998**

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
AE 51	Energy and Biofuel Engineering	2.75		3
AE 100A	Thesis	IN-PROGRESS		-
AE 36	Properties of Biological Materials	2.00		3
AE 52	Instrumentation and Control for Agricultural and Biological Systems	1.50		3
ES 35	Materials of Engineering	2.00		3
AE 50	Hydrology for Engineers	3.00		3
<b>Midyear, 2019</b>				
AE 97	Practicum /On-the-Job Training	1.50		3
<b>First Semester, 2019-2020</b>				
AE 100B	Thesis	IN-PROGRESS		-
AE 55	Agricultural Structure Engineering	3.00		3
AE 99	Field Trips and Seminars	1.75		1
AE 53	Food Process Engineering 1	2.75		3
AE 56	Aquaculture Engineering	2.50		3
AE 58B	Forest Products Engineering	3.00		3
AE 54	Agricultural Machinery Design	2.25		3
AE 57	Irrigation and Drainage Engineering	2.50		3
<b>Second Semester, 2019-2020</b>				
AE 60	Natural Resource Conservation Engineering	2.25		3
AE 63	Air Pollution Control Engineering	2.50		3
AE 58	Agricultural Tractor Power and Machine Systems Management	3.00		3
AE 61	Design and Management of Agricultural Structure	3.00		3
AE 98	Agricultural Engineering Laws and Professional Ethics	1.50		1
AE 59	Waste Treatment and Control Engineering	2.50		3
AE 62	Food Process Engineering 2	2.75		3
AE 100C	Thesis	2.25		6
<b>Midyear, 2020</b>				
For Completion				
For Completion (AE 100C)				
*** NSTP Serial No. C-02-009576-16 ***				
THESIS TITLE: "GIS-Based Identification and Characterization of Farmer's Rice Field in the Northern Part of Angoluan, Echague, Isabela."				
Graduated with the degree of BACHELOR OF SCIENCE IN AGRICULTURAL ENGINEERING last Midyear, 2020. Approved by the Board of Regents as per Resolution No. 439, s. 2020 dated December 11, 2020.				

Page 3 of 4

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Registrar IV

**JOHN N. CABANSAG, Ph.D.**  
Executive Officer

# Official Transcript of Records

Name: **CARGO, REYNALDO ENRIQUEZ**

**Home Address: Nagrumbuan, Cauayan City, Isabela**

Date of Admission: First Semester, 2015-2016

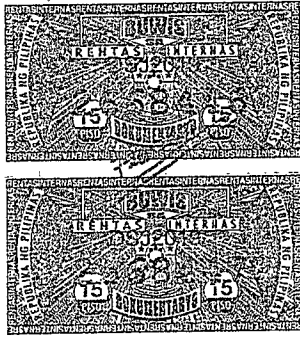
Entrance Data: DepEd Form 137-A

**Degree: Bachelor of Science in Agricultural Engineering**

Date of Graduation: x-x-x-x-x-x-x-x-x-x-x

Major: X-X-X-X-X-X-X-X-X-X

Date of Birth: July 21, 1998

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
<p><b>NOTE:</b> However, he has yet to attend the commencement exercises sometime in June, 2021 for formal conferment of the degree.</p> <p>----- ENTRY BELOW THIS LINE NOT VALID -----</p>				
				

REMARKS: For Employment Purposes Only.

Page 4 of 4

**GRADING SYSTEM:** *Undergraduate:* 1.00=98-100; 1.25=95-97; 1.5=92-94; 1.75=89-91; 2.0=86-88; 2.25=83-85; 2.5=80-82; 2.75=77-79; 3.0=75-76; 5.00=below 74 (Failure); Inc. Requirements not fully met. *Graduate:* 1.00-Excellent; 1.25-Very Satisfactory; 1.5-Satisfactory; 1.75 Fairly Satisfactory; 2.00-Good; 2.25-Fairly Good; 2.5-Fair; 2.75-Below Fair; 3.00-Passed; 5.00-Failed. D-Dropped.

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Administrative Aide III

AMBROCIA A. GAFFUD, Ph.D.  
Registrar IV

JOHN N. CABANSAG, Ph.D.  
Executive Officer



Republic of the Philippines  
Department of Agriculture  
AGRICULTURAL TRAINING INSTITUTE  
REGIONAL TRAINING CENTER 02  
Cabagan and San Mateo, Isabela

awards this

# Certificate of Completion

to

**REYNALDO E. CARGO**

for having satisfactorily completed the "Training of Trainers on Site-Specific Nutrient Management (SSNM) Nutrient Expert for Maize" held on October 25-27, 2022 at ATI-RTC 02, Malasin, San Mateo, Isabela

Given this 27<sup>th</sup> day of October 2022.



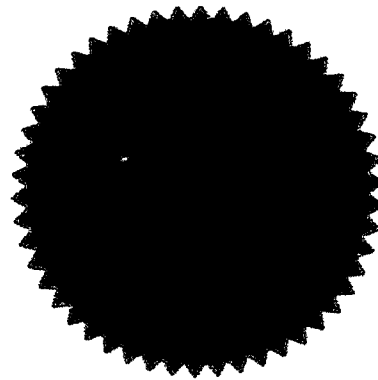
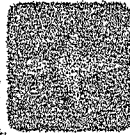
**IMELDA M. GUILLERMO**  
Center Director

Certificate No.: 2022-10-046805

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



DEPARTMENT OF AGRICULTURE  
1898



Republic of the Philippines  
Department of Agriculture  
AGRICULTURAL TRAINING INSTITUTE  
REGIONAL TRAINING CENTER 02  
Cabagan and San Mateo, Isabela

awards this

# Certificate of Completion

to

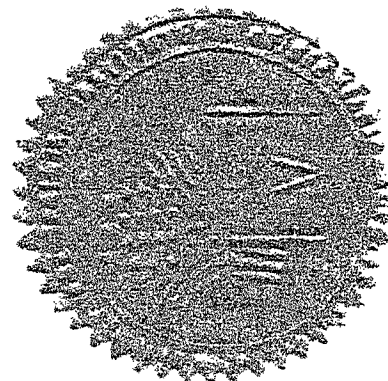
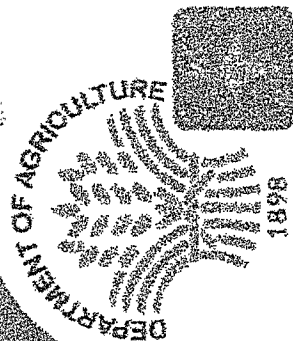
**REYNALDO E. CARGO**

for having satisfactorily completed the "Training on Strategic Planning, Monitoring and Evaluation (PME) for AEWs" held at Agricultural Training Institute - Regional Training Center 2, Malasin, San Mateo, Isabela on August 22-26, 2022.

Given this 26<sup>th</sup> day of August 2022.



**IMELDA M. GUILLERMO**  
Center Director



Republic of the Philippines  
Department of Agriculture  
AGRICULTURAL TRAINING INSTITUTE  
REGIONAL TRAINING CENTER 02  
Cabagan and San Mateo, Isabela

awards this

# Certificate of Completion

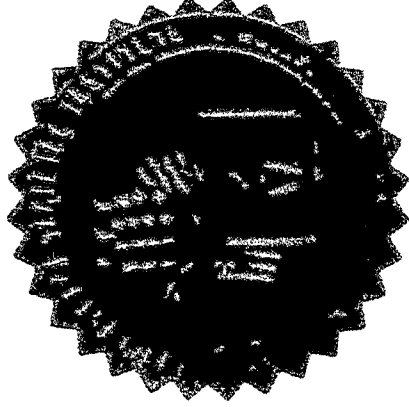
to

**REYNALDO E. CARGO**

for having satisfactorily completed the Training of Trainers on Corn-Based Integrated Crop Management on July 27-29, 2022 at ATI-RTC 02, Malasin, San Mateo, Isabela.

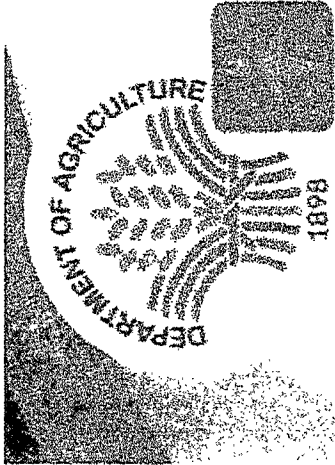
Given this 29th day of July 2022.

**IMELDA M. GUILLERMO**  
Center Director



Certificate Number: Corn-2022-07-00143317

*A food-security and resilient Philippines  
with empowered and productive farmers and fisherfolk*





Technical Education and Skills Development Authority and ISABELA PROVINCIAL TRAINING CENTER

Present this

# Certificate of Training

to

**REYNALDO ENRIQUEZ CARGO**

TESDA Scholar  
STEP

ULI: CRE-98-261-02031-001

*after having successfully completed the competency requirements in*

## Produce organic fertilizer (Leading to Organic Agriculture Production NC II)

CTPR No: 20200231AFFOAP212038-COC3

Given this 23rd of June 2021 at Calamagui 2nd, City of Ilagan, Isabela

KIMBERLY JOY V. ZIPAGAN  
Registrar

JULIET R. RAMOS  
Supervising TESD Specialist/Center Administrator

SEC. ISIDRO S. LAPEÑA PHD., CSEE  
TESDA Director General

### COMPETENCIES COMPLETED

#### Basic Competencies

- Participate in workplace communication
- Work in a team environment
- Practice career professionalism
- Practice occupational health and safety procedures
- Practice occupational health and safety procedures

#### Common Competencies

- Apply safety measures in farm operations
- Use farm tools and equipment
- Perform estimation and calculations
- Develop and update industry knowledge
- Perform record keeping

Scan QR Code  
to validate this  
Certificate



#### Actual Date of Training

Start of Training: 6/9/2021  
End of Training: 6/23/2021  
Certificate No: 2021-02-31-002949





Technical Education and Skills Development Authority and ISABELA PROVINCIAL TRAINING CENTER

Present this

# Certificate of Training

to

**REYNALDO ENRIQUEZ CARGO**

TESDA Scholar  
STEP

ULI: CRE-98-261-02031-001

*after having successfully completed the competency requirements in*

**Produce organic concoctions and extracts (Leading to Organic Agriculture Production NC II)**

CTPR No: 20200231AFFOAP212038-COC4

Given this 8th of June 2021 at Calamagui 2nd, City of Ilagan, Isabela

**KIMBERLY JOY L. ZAPAGAN**  
Registrar

**JULIET R. RAMOS**  
Supervising TESD Specialist/Center Administrator

**SEC. ISIDRO S. LAPENA PHD., CSEE**  
TESDA Director General

## COMPETENCIES COMPLETED

### Basic Competencies

- Participate in workplace communication
- Work in a team environment
- Practice career professionalism
- Practice occupational health and safety procedures
- Practice occupational health and safety procedures

### Common Competencies

- Apply safety measures in farm operations
- Use farm tools and equipment
- Perform estimation and calculations
- Develop and update industry knowledge
- Perform record keeping

Scan QR Code  
to validate this  
Certificate



### Actual Date of Training

Start of Training: 6/1/2021

End of Training: 6/8/2021

Certificate No: 2021-02-31-002524





Republic of the Philippines  
Province of Isabela  
CITY OF CAUAYAN

PLANTILLA OF CASUAL APPOINTMENTS

Source of Funds: PERSONAL SERVICES

Department/Office: CITY AGRICULTURE OFFICE

Source of Funds: PERSONAL SERVICES

INSTRUCTIONS:

- (1) Only a maximum of fifteen (15) appointees must be listed on each page of the Plantilla of Casual Appointments.
- (2) Indicate "Nothing Follows" on the row following the name of the last appointee on the last page of the Plantilla.
- (3) Provide proper pagination (Page n of n page/s).

NAME OF APPOINTEE/S				EQUIVALENT SALARY/ JOB/ PAY GRADE	DAILY WAGE	PERIOD OF EMPLOYMENT		NATURE OF APPOINTMENT (Original/ Reappointment/ Reemployment)	ACKNOWLEDGEMENT OF APPOINTEE/S	
Last Name	First Name	Name Extension (Jr/Ill)	Middle Name			From (mm/dd/yyyy)	To (mm/dd/yyyy)		Signature	Date Received
1 ALONZO	ARNOLD		VENTUCILLO	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
2 ANCHETA	MARVAL		HERMINIGILDO	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
3 ANTONIO	ROSELLE JOANA		DOMINGO	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
4 ARCEGA	RUBEN		ESPILOY	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
5 ARCEGA	RUFINO JR		ORDONEZ	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
6 BATUY	FLORESMINDA		PARALLAG	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
7 BAUTISTA	DIOMEL JR		DAUAG	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
8 BENIGNO	ANGELICA		BORBE	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
9 CACHUELA	ALVIN		NATIVIDAD	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
10 CARGO	REYNALDO		PERALTA	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
11 CONCEPCION	RUDY II		MOISES	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
12 CORTES	CHRISTIAN NOEL		VILLANUEVA	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
13 CUARESMA	CEASAR		MAPALO	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
14 DUTON	RUSTOM		DAQUEZ	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		
15 FORONDA	RUBEN		CALIMAG	1	350.00	7/1/2022	12/31/2022	REAPPOINTMENT		

The above-named personnel are hereby hired/appointed as casuals at the rate of compensation stated opposite their names for the period indicated. It is understood that such employment will cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off any time before the expiration of the employment period when their services are no longer needed or funds are no longer available or the project has already been completed/finished or their performance are below par.

CSC Notation:

CERTIFICATION:

CERTIFICATION:

CERTIFICATION AND SIGNATURE OF  
APPOINTING OFFICER/AUTHORITY

This is to certify that funds are available pursuant to  
Appropriation Ordinance No. 2021-438 series of 2021.  
(Local Government Code of 1991) have been complied with in the  
issuance of the above-mentioned persons.

This is to certify that all the requirements and supporting documents  
pursuant to CSC MC No. 24, 2017 have been complied with,  
reviewed and found in order.

SHERRY ANN R. BALMACEA  
City Human Resource Management Officer  
Date: JULY 1, 2022

DIVINA B. RAMIREZ, CPA  
City Accountant  
Date: JULY 1, 2022

Hon. CAESAR S. DYA JR  
City Mayor  
Date: JULY 1, 2022

REWINA D. ARUGAY  
Director II  
Date: JULY 1, 2022

SHERRY ANN R. BALMACEA  
CITY HUMAN RESOURCE MGMT. OFFICER