



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

DA-RFO2.FOD-NCP.65-2

March 13, 2023

SPECIAL ORDER

No. 100

Series of 2023

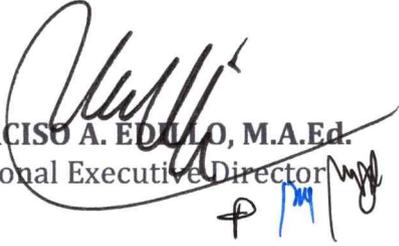
Subject: **DESIGNATION OF MS. MEKKA A. GALUYO AS CORN TECHNICIAN
TO ASSIST IN THE IMPLEMENTATION OF THE CORN PROGRAM IN
THE MUNICIPALITY OF SAN GUILLERMO, ISABELA**

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), **MS. MEKKA A. GALUYO** is hereby designated as Corn Technician to assist in the implementation of the Corn Program in the municipality of San Guillermo, Isabela.

As such, **Ms. Galuyo** shall assist in the implementation of various programs/projects under the Corn Program in the said municipality.

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

This order shall take effect on March 2023.


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

March 20 1973

Republic of the Philippines

Isabela State University

Echague, Isabela



CERTIFIED TRUE AND CORRECT COPY OF ORIGINAL

BY: _____
DATE: _____

To all men to whom these presents may come:

U N I V E R S I T Y

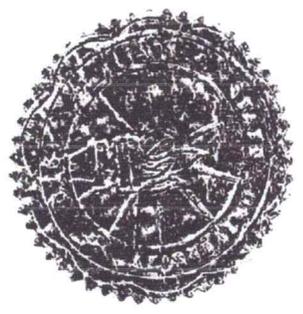
Be it known that the Board of Regents by authority of the Republic of the Philippines and on recommendation of the University Academic Council, has conferred upon

THEKKA A. BALUGA

who has fulfilled all the requirements therefore the degree of **Bachelor of Science in Agriculture** with all the rights, honors, privileges, as well as the obligations and responsibilities therunto appertaining.

In testimony whereof, the seal of the University and the signatures of the Registrar, the Vice President for Academic and Related Affairs and the University President are herunto affixed.

Given at Echague, Isabela, Philippines this 14th day of April in the year of our Lord Two Thousand Fifteen.



[Signature]
AMBROCIA A. GAFFUD, Ph.D.
Registrar

[Signature]
ALETH M. MAMAUAG, Ph.D.

[Signature]
EMILIA AFIADO MARTINEZ, Ph.D.
Vice President for Academic and Related Affairs



Republic of the Philippines
ISABELA STATE UNIVERSITY
 Echague, Isabela

Official Transcript of Records

ISABELA STATE UNIVERSITY
 CERTIFIED TRUE COPY FROM THE ORIGINAL

DATE: _____

NAME: GALUYO, MEKKA ACOBA
 DATE OF ADMISSION: First Semester, 2011-2012
 TITLE/DEGREE PURSUED: Bachelor of Science in Agriculture
 MAJOR:

HOME ADDRESS: Anonang, San Guillermo, Isabela
 ENTRANCE DATA: BPS-Form 137-A
 DATE OF GRADUATION: April 14, 2015
 DATE OF BIRTH: January 22, 1995

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
1st Semester, 2011-2012:				
Ag Extension 30	Agricultural Extension and Communication	2.00		3
Math 11A	College Algebra	2.25		3
Chemistry 11C	General Chemistry	2.50		5
Biology 11D	General Biology	2.25		4
Agriculture 1	Introduction to Agriculture	2.00		1
Eng 11B	Study and Thinking Skills	2.25		3
PE 11	Physical Fitness	1.75		2
NSTP 11	National Service Training Program	1.50		(3)
2nd Semester, 2011-2012:				
Crop Sci 30	Principles of Crop Production	1.75		3
Ani Sci 30	Introduction to Animal Science	3.00		3
English 12B	Writing in the Discipline	1.75		3
Soc Sci 12A	Society and Culture with Family Planning	1.75		3
Math 12A	Plane Trigonometry	1.75		3
Soils 30	Principles of Soil Science	2.25		3
PE 12	Rhythmic Activities	1.50		2
NSTP 12	National Service Training Program	1.25		(3)
Summer, 2012				
Practicum	Field Practice	1.25		6
1st Semester, 2012-2013:				
Comp Sci 11C	Basic Computer Concepts and Application	1.75		3
Crop Sci 32	Practices of Crop Production	2.00		3
Ani Sci 31	Introduction to Poultry and Livestock Production	1.25		3
Humanities 11	Introduction to Humanities	2.25		3
PHT 80	Post Harvest Handling and Technology	2.25		3
Soc Sci 13D	Philippine History, Government and Politics	1.75		3
Crop Prot 30	Principles of Crop Protection	2.00		3
PE 13	Individual/Dual Sports/Games	1.50		2
2nd Semester, 2012-2013:				
Ag Econ 57	Agricultural Economics and Marketing	2.25		3
Ag Entrep 30	Introduction to Enterprise and Entrepreneurship	2.50		3
Physics 11A	General Physics	2.00		3
Ani Sci 50	Slaughter of Animals and Processing of their Products	1.25		3
Crop Prot 31	Approaches and Practices in Pest Management	2.75		3
Soc Sci 15B	Introduction to Economics with Land Reform and Taxation	2.00		3
Ag Ecology 11	Introduction to Ecological Agriculture	3.00		3
PE 14	Team Sports/Games	1.50		2

REMARKS: First Page of Three Pages

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-Vary 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:

CAROLINE R. RUIZ
 Administrative Officer IV

AMBROCIA A. RAFFUD, Ph.D.
 Registrar IV

RUFINO B. CALPATURA, Ph.D.
 Executive Officer



Republic of the Philippines
ISABELA STATE UNIVERSITY
 Echague, Isabela

Official Transcript of Records

ISABELA STATE UNIVERSITY
 FROM THE ORIGINAL
 BY: *[Signature]*
 DATE: _____

NAME: GALUYO, MEKKA ACOBA
 DATE OF ADMISSION: x-x-x-x-x-x-x-x-x-x
 TITLE/DEGREE PURSUED: x-x-x-x-x-x-x-x-x-x
 MAJOR: x-x-x-x-x-x-x-x-x-x

HOME ADDRESS: x-x-x-x-x-x-x-x-x-x
 ENTRANCE DATA: x-x-x-x-x-x-x-x-x-x
 DATE OF GRADUATION: x-x-x-x-x-x-x-x-x-x
 DATE OF BIRTH: x-x-x-x-x

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
GRADUATED with the CERTIFICATE OF AGRICULTURE SCIENCE (C.A.S.). APPROVED by the Board of Regents as per Res. No. 8, series 2013 dated April 18, 2013.				
1st Semester, 2013-2014:				
Crop Sci 58	Principles and Practices of Plant Breeding, Propagation and Nursery Management	2.50		3
Statistics 11A	Elementary Statistics	2.25		3
Soc Sci 17C	Philosophy and Ethics	2.25		3
Soils 31A	Soil Fertility Conservation and Management	2.25		3
Literature 11	Philippine Literature	2.25		3
Filipino 11A	Sining ng Pakikipagtalastasan	1.00		3
Crop Prot 56	Beneficial Arthropods and Microorganisms	2.00		3
2nd Semester, 2013-2014:				
Ag Bio 30	Genetics	2.25		3
Ani Sci 51	Animal Nutrition and Feeding	3.00		3
Crop Sci 57	Methods of Agricultural Research	2.00		3
Crop Prot 57	General Physiology and Toxicology	1.50		3
Fil 12B	Pagbasa at Pagsulat sa Iba't-ibang Disiplina	1.50		3
Soils 51	Soil Survey, Classification and Land Use	2.50		3
Soc Sci 11B	Psychology and Anthropology	2.00		3
1st Semester, 2014-2015:				
Col 1	Colloquium	1.75		1
Ag Bio 34	Biotechnology and Society	1.75		3
Ag Ext 31	Management of Extension Programs	1.75		3
Ag Econ 58	Basics of Project Study and Development	2.75		3
Ag Eng 30	Fundamentals of Agricultural Engineering 1	2.25		3
Crop Sci 200A	Special Topics Related to Thesis or Practicum/Field Practice	1.75		3
Seminar 199A	Seminar A	1.50		1
Course Audit A	Course Audit	Completed		6
Ag Econ 59	Agricultural Policy and Development	2.25		3
xx				

REMARKS: Second Page of Three Pages

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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Prepared by:

[Signature]
CAROLINE P. RUIZ
 Administrative Officer IV

[Signature]
AMBROCIA A. GAFFUD, Ph.D.
 Registrar IV

[Signature]
RUFINO B. CALPATURA, Ph.D.
 Executive Officer



Republic of the Philippines
ISABELA STATE UNIVERSITY
 Echague, Isabela

Official Transcript of Records

ISABELA STATE UNIVERSITY
 DEPARTMENT OF RECORDS
 ON THE ORIGINAL
 By: *[Signature]*
 DATE: _____

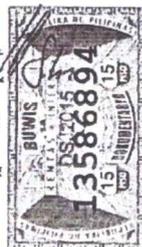
NAME: GALUYO, MEKKA ACOBA
 DATE OF ADMISSION: x-x-x-x-x-x-x-x
 TITLE/DEGREE PURSUED: x-x-x-x-x-x-x-x
 MAJOR: x-x-x-x-x-x-x-x

HOME ADDRESS: x-x-x-x-x-x-x-x
 ENTRANCE DATA: x-x-x-x-x-x-x-x
 DATE OF GRADUATION: x-x-x-x-x-x
 Date of Birth: x-x-x-x

COURSE NO.	DESCRIPTIVE TITLE OF THE COURSE	GRADES		CREDITS
		FINAL	RE-EXAM	
2nd Semester, 2014-2015:				
Crop Sci 200B	Thesis or Practicum/Field Practice	1.25		3
ABM 58	Financial Management for Agri-based Enterprise	2.50		3
ABM 50	Agribusiness Commodity Systems	1.25		3
Seminar 199B	Seminar B	1.25		1
Soc Sci 16	Life and Works of Rizal	2.00		3
Course Audit B	Course Audit	Completed		6
THESIS TITLE: "GROWTH AND YIELD OF TOMATO APPLIED WITH INORGANIC AND VERMICAST" GRADUATED with the degree of BACHELOR OF SCIENCE IN AGRICULTURE (B.S.A.) . APPROVED by the Board of Regents thru Referendum No. 2015-02 dated March 28, 2015. NOTE: "As per Section 2 of Dept. Order No. 61, B10 s. 1975 dated December 8, 1975, the ISABELA STATE UNIVERSITY , being a State Institution is EXEMPT from issuing Special Order for Graduation."				

REMARKS: Granted Honorable Dismissal Effective April 27, 2015.

GRADING SYSTEM: Undergraduate: 1.00=98-100; 1.25=95-97; 1.5-5.00 below 74 (Failure); Inc. Requirements not fully met; Graduate: 1.00-Excellent; 1.5-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 credited at the rate of one unit for each three hour period.
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2.0=86-88; 2.25=83-85; 2.5=80-82; 2.75=77-79; 3.0=75-76; 1.5-Satisfactory; 1.75 Fairly Satisfactory; 2.00-Good; 2.25-
 ter or the equivalent thereof in laboratory, field or shop work
 signatures in ink of the signatories below. Any erasures or

Prepared by:

[Signature]
CAROLINE P. RUIZ
 Administrative Officer IV

[Signature]
AMBROCI A. GAFFUD, Ph.D.
 Registrar IV

[Signature]
RUPINO B. CALPATURA, Ph.D.
 Executive Officer

CS Form No. 33-A
Revised 2018

Republic of the Philippines
PROVINCE OF ISABELA
LOCAL GOVERNMENT UNIT OF SAN GUIDOPALMO

(Stamp of Date of Receipt)
**ISABELA FIELD OFFICE
RECEIVED**
Control No.: _____
Date/Time: 03-24-2022 | 2:12
Receiving Officer

Mr./Mrs./Ms.: MEKKA A. GALUYO

You are hereby appointed as AGRICULTURAL TECHNICIAN II (SG/JG/PG) 8/1
(Position Title)

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

With a compensation rate of FOURTEEN THOUSAND TWO HUNDRED FORTY EIGHT PESOS AND 50/100 (P 14,248.50)
pesos per month.

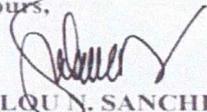
The nature of this appointment is Original vice _____
(Original, Promotion, etc.)

MARVIN SIBULBORO, who PROMOTED with Plantilla Item No. 5.40
(Transferred, Retired, etc.)

Page 2

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

Very truly yours,


MARILOU N. SANCHEZ
Appointing Officer/Authority

March 16, 2022
Date of Signing

The appointee shall undergo six (6) months of probationary period from assumption to duty.

CSC ACTION: **APPROVED**


REWINA D. ARUGAY
Director II
Authorized Official

shshuz

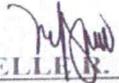
Date

(Stamp of Date of Release)

Certification

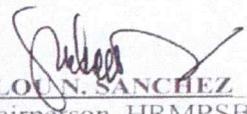
This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, series of 2017 as amended, have been complied with, reviewed and found to be in order.

The position was published at CSC Bulletin of vacant position from February 23, 2022 to March 10, 2022, and posted in Municipal Hall, Public Market and RHU from February 23, 2022 to March 10, 2022 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on March 11, 2022.


MIA MARINELLA R. LABUGUEN
Highest Ranking HRMO

Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB/Placement Committee during the deliberation held on March 14, 2022.


MARILOUN N. SANCHEZ
Chairperson, HRMPSB

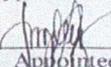
CSC Notation

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 March 16, 2022


Appointee



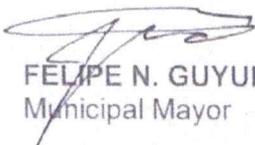
Republic of the Philippines
Province of Isabela
MUNICIPALITY OF SAN GUILLERMO
-oOo-



Office of the Municipal Mayor

OFFICE ORDER No. 03
Series of 2023

TO : MEKKA GALUYO
Agricultural Technician II
Municipal Agriculture Office

FROM :  FELIPE N. GUYUD JR.
Municipal Mayor

SUBJECT : DESIGNATION AS AGRICULTURAL EXTENSION WORKER (AEW) ON CORN PROGRAM

DATE : FEBRUARY 01, 202

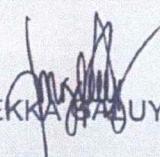
In the exigency of service, you are hereby designated as Agricultural Extension Worker (AEW) on Corn Program of the Municipality of San Guillermo, Isabela and directed to perform the following duties and responsibilities in addition to your present function as Agricultural Technician II, to wit:

1. Exercise exceptional performance in the promotion and development of the corn industry;
2. Perform agriculture-based extension activities such as but not limited to the following: masterlisting, distribution, technical briefing, planting and harvesting monthly report outside official station;
3. Conduct monitoring of standing crop;
4. Assist on the distribution of seed and fertilizer;
5. Prepare monthly report on planting and harvesting of corn;
6. Assist on masterlisting on Registry System for Basic Sectors in Agriculture (RSBSA);
7. Conduct technical briefing; and
8. Perform other duties and functions as required and direction of the Local Chief Executive.

As Agricultural Extension Worker (AEW) on Corn Program, you are entitled to reimburse expenses such as travelling and other incidental expenses subject to Commission on Audit guidelines.

For your guidance and strict compliance.

CONFORME:


MEKKA GALUYO



Republic of the Philippines
Province of Isabela
Municipality of San Guillermo



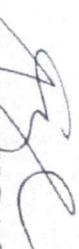
Certificate of Completion

is awarded to

MEKKA A. GALUYO

for having completed the training on “Sustainable Corn Production in Sloping Area (SCoPSA)”
on July 15, 2022– November 9, 2022 at Villa Remedios, San Guillermo, Isabela.

Given this 9th day of November 2022 at Barangay San Francisco Norte, San Guillermo, Isabela


JEANNIE C. MANGAOIL
Municipal Agriculturist


FELIPE N. GUYUD, JR.
Municipal Mayor



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

MEKKA A. GALUYO

for having satisfactorily completed the training on "Training Management Course for New Agricultural Extension Workers (AEWs) of the Region" held on April 19-22, 2022 at ATI-RTC 02, Malasin, San Mateo, Isabela.

Given this 22nd day of April 2022.

IMELDA M. GUILLERMO
Center Director



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

Certificate No.: 2022-04-000867-REGULAR