



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Regional Field Office No. 02  
Tuguegarao City, Cagayan

Tel/Fax Nos: (078) 844-1031/396-1328

TIN 0000-845 Website: <http://www.rfo02.da.gov.ph> Email: [da\\_rfu2000@yahoo.com](mailto:da_rfu2000@yahoo.com)

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June 13, 2018

**SPECIAL ORDER No. 117**  
Series of 2018

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

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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 Provincial Local Government Unit (PLGU), **Mr. Alvin C. Molina, Farm Worker II of Provincial Local Government Unit** is hereby designated to work under the **High Value Crops Development Program (HVCDP)** of the DA-RFO 02.

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

This order shall take effect on June 2018 and shall remain enforced until revoked.

  
**LORENZO M. CARANGUIAN, DPAY**  
OIC-Regional Executive Director 



Republic of the Philippines

PROVINCE OF NUEVA VIZCAYA

PROVINCIAL AGRICULTURAL OFFICE

*file*

May 28, 2018

**DIR. LORENZO M. CARANGUIAN, DPA**

OIC-Regional Executive Director

Department of Agriculture, Regional Field Office 02

Tuguegarao City, Cagayan

DA - TFO No. 02  
REGIONAL FIELD OFFICE  
TUGUEGARAO CITY, CAGAYAN  
Received by: Dixie  
Date: 5-30-18 Time: 9:55  
Control No. 18-05-585

Sir:

May we submit herewith the pertinent attachments (hereto attached) relative to the incentive claim of **MR. ALVIN C. MOLINA, FARM WORKER II** under the HVCDP.

1. \ Appointment Order
2. \ Certificate of Trainings
3. \ Duties and Responsibilities (Work Assignment)



Thank you.

Respectfully yours,

*[Signature]*  
**ALEXANDER B. DOMINGO**  
Provincial Agriculturist *W*

05 JUN 2018



April 23, 2018

**MR. ALEXANDER B. DOMINGO**  
 Provincial Agriculturist  
 Province of Nueva Vizcaya  
 New Agriculture Building, Capitol Compound  
 Bayombong, Nueva Vizcaya

*Dr. 1*  
*5-15-18*

Dear **Mr. Domingo**:

This refers to your letter requesting the inclusion of Mr. Alvin C. Molina, Farm worker II, to the list of LGU Staff who will be allowed to claim incentives under the High Value Crops Development Program (HVCDP).

In line with this, please be informed that your request is granted. Please advise him to secure the following documents to be submitted to the HVCDP as soon as possible:

1. Photocopy of his permanent appointment duly signed by the Civil Service Commission (CSC) Director;
2. Photocopy of retooling training certificate issued by DA-ATI; and
3. Individual work plan of activities for the HVCDP program in the municipality

Best regards.

Very truly yours,

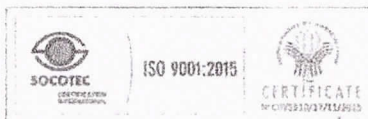
**LORENZO M. CARANGUIAN, DPA**  
 OIC-Regional Executive Director

*RECORDED*

DATE: 5-16-18

TIME: 9:19 AM

*mailed - ff*







Republic of the Philippines  
**PROVINCE OF NUEVA VIZCAYA**  
 Bayombong  
 -oOo-

(1)

**OFFICE OF THE PROVINCIAL GOVERNOR**

Ginoong/Gng./Bb. **Alvin C. Molina**  
 Mr./Mrs./Ms. Purok 4, Magsaysay,  
 Bayombong,, Nueva Vizcaya

Kayo ay nahirang na **FARM WORKER II (SG-4)** na  
 You are hereby appointed as

may katayuang **PERMANENT**  
 with a (status)

**OFFICE OF THE PROVINCIAL AGRICULTURIST**

sa Provincial Capitol, Bayombong, Nueva Vizcaya  
 at the (Agency)

sa pasahod na **Isang Daan at Labing Walong Libong Piso at Walumpu (P118,080.00)** bawat taon.  
 with a compensation rate of **One Hundred Eighteen Thousand and Eighty Pesos (P118,080.00) per annum.**

Ito ay magkakabisa sa petsa ng pagganap ng tungkulin subali't di aaga sa petsa ng pagpirma ng puno ng tanggapan o appointing authority.  
 The effectivity date of this appointment shall be the date of actual assumption by the appointee but not earlier than the date of issuance of the appointment which is the date of the signing of the appointing authority.

Ang appointment na ito ay **PROMOTION** bilang kapalit ni  
 This appointment is (Original, Promotion, etc.) Vice

**VACANT** na  
 who (Transferred, Retired, etc.)

at ayon sa Plantilya Aytem Blg. **41** Pahina **131**  
 and in accordance with Plantilla Item No. Page

Sumasainyo,  
 Very truly yours,  
*Luisa Loren Cuaresma*  
**HON. LUISA LLOREN CUARESMA**  
 Governor

**MAR 08 2013**  
 Petsa ng Pagpirma  
 (Date of Signing)

Pinagtibay Alinsunod sa Resolusyon ng  
 Komisyon ng Serbisyo Sibil Blg. 011570  
 na may Petsa September 24, 2001 (719)

**VERIFIED TRUE COPY**  
*Maria Christina S. Orena*  
**MARIA CHRISTINA S. ORENA**  
 Administrative Officer IV

Republic of the Philippines  
Department of Agriculture  
AGRICULTURAL TRAINING INSTITUTE

Awards this

## CERTIFICATE OF TRAINING

to

**ALVIN C. MOLINA**

for having satisfactorily completed the Trainers Training on High Value  
Commercial Crops (Vegetable Production Technology)

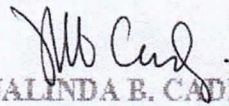
held at the ATI-FTC, Malasin, San Mateo, Isabela

on August 11-13, 1998.

Given at ATI-FTC, Malasin, San Mateo, Isabela

this 13<sup>th</sup> day of August, 1998.

No. of hours 24

  
MONALINDA B. CADIZ

Project Officer

  
SANTIAGO C. OCAMPO

Training Center Superintendent II

## School Assignments

### Municipality

- A. Kayapa
- B. Bayombong
- C. Solano
- D. Sta. Fe
- E. Bambang
- F. Dupax Del Norte
- G. Dupax Del Sur

### Work Assignments:

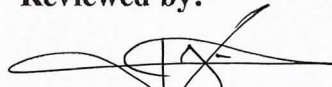
- a. To evaluate and validate the status of school gardens per municipality.
- b. To monitor the continuity of the projects.
- c. To keep master list schools in different Municipality
- d. To collect monthly status report.

Prepared by:

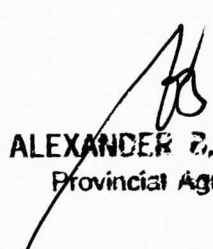


**ALVIN C. MOLINA**  
Mun. HVCDP Coordinator

Reviewed by:



**JESUS C. DELA CRUZ**  
Prov'l. HVCDP Coordinator



**ALEXANDER Z. DOMINGUEZ**  
Provincial Agriculturist



## School Assignments

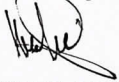
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- B. Bayombong
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### Work Assignments:

- a. To evaluate and validate the status of school gardens per municipality.
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Prepared by:

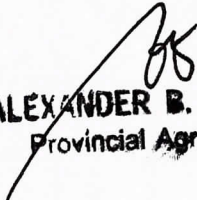


**ALVIN C. MOLINA**  
Mun. HVCDP Coordinator

Reviewed by:



**JESUS C. DELA CRUZ**  
Prov'l. HVCDP Coordinator



**ALEXANDER B. DOMINGUEZ**  
Provincial Agriculturist