



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: da_rfu2000@yahoo.com

March 29, 2019

SPECIAL ORDER

No. 78

Series of 2019

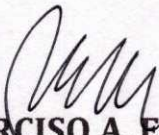
SUBJECT: DESIGNATION OF PROVINCIAL LOCAL GOVERNMENT UNIT (PLGU) STAFF TO SUPERVISE THE IMPLEMENTATION OF THE HIGH VALUE CROPS DEVELOPMENT PROGRAM (HVCDP)

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 Provincial Local Government Unit (PLGU), the following staff are hereby designated to work under the **High Value Crops Development Program (HVCDP)** of DA RFO 02.

NAME	DESIGNATION	MUNICIPALITY
1. Engr. Jerson B. Reyes	Engineer II	Basco, Batanes
2. Engr. Victoria E. Amador	Agriculturist II	Basco, Batanes

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

This order shall take effect on March 2019 and shall remain in force until revoked in writing.


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



"Masaganang Agrikultura, Masaganang Bansa" 





Republic of the Philippines
DEPARTMENT OF AGRICULTURE

Regional Field Office 02
Batanes Experiment Station
Basco, Batanes

Cel. Nos. 09283856063/09264297247

TIN: 0000-845-895 Website: <http://rfo02.da.gov.ph> Email: dabatanes@gmail.com

March 27, 2019

ENGR. BLESITA C. TEGA
Regional HVCDP Focal Person
DA - RFO 02
Tuguegarao City, Cagayan

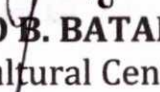
Madam,

Forwarding you the Special Order from the Provincial Government of Batanes for the additional extension workers in support to High Value Crops Development program.

Attached here are documents for your reference and for your appropriate action.

Thank you and more power!

Very truly yours,


CELSO B. BATALLONES
Agricultural Center Chief III



Republic of the Philippines
Province of Batanes
Basco



OFFICE OF THE PROVINCIAL GOVERNOR

February 20, 2019

SPECIAL ORDER No. 02
Series of 2019

**SUBJECT DESIGNATION OF LOCAL GOVERNMENT UNIT (LGU)
EXTENSION WORKER TO IMPLEMENT THE
MAUNLAD NA AGRIKULTURA SA NAYON (MANA)
HIGH VALUE CROPS DEVELOPMENT PROGRAM
(HVCDP) IN THE PROVINCE OF BATANES**

In the interest of the service and pursuant to the Memorandum of Agreement executed between the Department of Agriculture Field Unit No. 02 (DA-RFU 02) and the Provincial Government of Batanes, the following Provincial LGU Staff are hereby designated to work under the *Maunlad na Agrikultura sa Nayon* (MANA) High Value Crops Development of the DA-RFU 02 in the Province of Batanes

<u>NAME</u>	<u>DESIGNATION</u>
1. Victoria E. Amador	<u>HVCDP Coordinator</u>
2. Jerson B. Reyes	<u>HVCDP Coordinator</u>

As such, the aforementioned personnel shall implement/supervise the various project components of the *Maunlad na Agrikultura sa Nayon* (MANA) High Value Crops Development Program in the province.

Likewise, same personnel shall be entitled to incentive allowance based on the guidelines formulated by the Department of Agriculture Central Office.

This Order shall take effect immediately and shall remain enforced until revoked.


MARILOU H. CAYCO
Provincial Governor

Republic of the Philippines
PROVINCIAL AGRICULTURE OFFICE
 BASCO, BATANES

HIGH VALUE CROPS DEVELOPMENT PROGRAM
AGRICULTURE EXTENSION WORKER (AEW)
WORK PLAN CY 2019

Municipality of MAHATAO	PROGRAM/PROJECT/ACTIVITY	PERFORMANCE INDICATOR	TARGETS												REMARKS		
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
1. Gulayan sa Paaralan Mahatao National High School	No. of Beneficiaries				1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	
	-Individual			18	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	
	Area Planted (has)			0.04	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	
2. Vegetable Production Program Lowland	No. of Beneficiaries			2	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	
	-Individual			2	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	
	Area Planted (has)			0.2	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)	
Upland	No. of Beneficiaries			1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	
	-Individual			1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	
	Area Planted (has)			0.06	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	
3. Sweet Potato Production	No. of Beneficiaries										3	3	1				
	-Individual										3	3	1				
	Area Planted (has)										0.2	0.15	0.1				
4. Technical Assistance	No. of Technical Assistance Served			4	(4)	(4)	(4)	(4)	(4)	(4)	7	10	11	(11)	(11)	(11)	
	No. of Reports			1	1	1	1	1	1	1	1	1	1	1	1	1	
5. Preparation of HVCDP Reports	No. of Reports			1	1	1	1	1	1	1	1	1	1	1	1	1	
	No. of meetings attended			1	1	1	1	1	1	1	1	1	1	1	1	1	
6. Attendance to meeting	No. of meetings attended			1	1	1	1	1	1	1	1	1	1	1	1	1	

Prepared by:

V. Amador
VICTORIA E. AMADOR
 Agriculturist II

Reviewed by:

JFW
LALAME P. ESTAMO
 Provincial HVCDP Coordinator

Noted by:

CD
CESAR DOROTEY V. HOSTALLERO
 Provincial Agriculturist

Republic of the Philippines
POSITION DESCRIPTION FORM
 DBM-CSC Form No. 1
 (Revised Version No. 1, s. 2017)

Agriculturist II

2. ITEM NUMBER

06-1

SALARY GRADE

SG 15

4. FOR LOCAL GOVERNMENT, INDICATE LOCATION NUMBER OF THE GOVERNMENT BRANCH AND CLASS

- Province
 City
 Municipality

- 1st Class
 2nd Class
 3rd Class
 4th Class

- 5th Class
 6th Class
 Special

6. DEPARTMENT
LOCAL GOVERNMENT

Provincial Government of Batanes

7. DEPARTMENT BRANCH / DIVISION

Provincial Agriculture Office

WORK STATION / PLACE OF WORK

Provincial Agriculture Office-Basco

9. PRESENT APPROXIMATE MONTHLY APPROXIMATE

MONTHLY SALARY AUTHORIZED PLUS PERA COMPENSATION

23, 208 plus 2,000 (PERA)

13. POSITION TITLE OF IMMEDIATE SUPERVISOR

Senior Agriculturist

POSITION TITLE OF POSITION IN SUPERVISOR

Supervising Agriculturist

15. POSITION TITLES AND ITEM NUMBERS DIRECTLY SUPERVISED

(if more than seven (7) list only by their item numbers and titles)

POSITION TITLE	ITEM NUMBER
Agriculturist Technologist	08
Administrative Officer III	12
Administrative Assistant II	13
Administrative Aide IV	14-1
Administrative Aide IV	14-2
Administrative Aide IV	14-3
Administrative Aide III	15
Administrative Aide I	16
Farm Foreman	22
Farm Worker II	23
Farm Worker I	24-1
Farm Worker I	24-2
Farm Worker I	24-3
Farm Worker I	24-4
Heavy Equipment Operator II	24
Pest Control Technician	25
Farm Worker II	26

16. MACHINE, EQUIPMENT, TOOL, ETC. USED REGULARLY IN THE PERFORMANCE OF WORK

Dekstop/ Laptop / Agri Implements

17. CONTACTS

	Internal	External	Frequent
Executive / Managerial	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Non-Supervisors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Public	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Others (Please Specify):	_____		

18. WORKING CONDITION

Office Work	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other/s (Please Specify)
Field Work	<input checked="" type="checkbox"/>	<input type="checkbox"/>	


19. BRIEF DESCRIPTION OF THE MAIN FUNCTION OF THE UNIT OR SECTION

Responsible in promoting and providing base Agricultural extension services and research activities to farmer fisher folks to increase their social economic status, promote people empowerment through active participation in all Agricultural & Fishery dev't program.

Certification

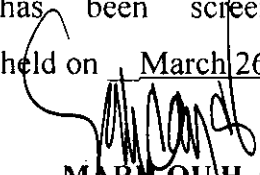
This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24 s. 2017 have been complied with, reviewed and found to be in order.

The position was published at CSC Bulletin of Vacant Position from February 5, 2018 to February 20, 2018 and posted in 3 conspicuous places in the Agency from February 27, 2018 to March 14, 2018 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on March 26, 2018.


ANA MARIE A. ROSAS
Highest Ranking HRMO

Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB during the deliberation held on March 26, 2018.


MARLOU H. CAYCO
Chairperson, HRMPSB

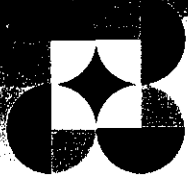
ANY ERASURE OR ALTERATION ON THE CSC ACTION SHALL NULLIFY OR INVALIDATE THIS APPOINTMENT EXCEPT IF THE ALTERATION WAS AUTHORIZED BY THE COMMISSION.

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

Acknowledgement

Received original/photocopy of appointment on _____


VICTORIA E. AMADOR



CERTIFICATE OF PARTICIPATION

is awarded to

VICTORIA E. AMADOR

for actively participating in the DOST02 - NCPC activity titled
"Training on Soil Test Kit (STK) and Integrated Pest Management (IPM)"
held on 19 June 2018 at the JPA Hall, DA-BFAR Batanes, Basco, Batanes.

Given this 19th day of June 2018 at Basco, Batanes.


GIL L. MAGSINO
DIRECTOR, NCPC



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No. 02

Awards this

Certificate of Participation

to

Victoria E. Amador

for actively participating in the



Theme: "Organic Agriculture for Food Safety and Security and as a Business Opportunity"

on **June 27-28, 2017** held at **DA-Cagayan Valley Integrated Agricultural Laboratory (DA-CVIAL), Regional Government Center, Carig Sur, Tuguegarao City, Cagayan.**

Given this **28th** day of **June 2017** at **DA-CVIAL, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan.**

LUCRECIO R. ALVIAR JR., CESO III
Regional Executive Director

Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
REGIONAL TRAINING CENTER - REGION 02
SAN MATEO CENTER
Malasin, San Mateo, Isabela



**"Building DREAMS,
Changing LIVES"**

awards this

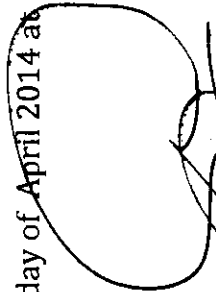
CERTIFICATE OF TRAINING

to

VICTORIA E. AMADOR

for having satisfactorily completed the
"TRAINING COURSE ON GOOD AGRICULTURAL PRACTICES ON GARLIC PRODUCTION"
held on April 8-10, 2014 at Batanes Experiment Station, Basco, Batanes.

Given this 10th day of April 2014 at Basco, Batanes.



RENATO A. MAGUIGAD
Center Director

ATI-RTC 2

ATI-RTC 2

ATI-RTC 2

ATI-RTC 2

ATI-RTC 2



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
Regional Training Center-Region 2
Malasin, San Mateo, Isabela



Awards this

CERTIFICATE

to

Victoria G. Estoy

for having satisfactorily completed the
**TRAINING COURSE ON ORGANIC AGRICULTURE FOR LOCAL TECHNICAL COMMITTEE (LTC)
MEMBERS AND AGRICULTURAL EXTENSION WORKERS (AEW's)**
conducted on June 5-7, 2012 at IAROS, Basco, Batanes.

Given this 7th day of June 2012 at IAROS, Basco, Batanes.

RENATO A. MAGUIGAD
Center Director

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Republic of the Philippines
DEPARTMENT OF AGRICULTURE
REGIONAL FIELD UNIT NO. 02



ISLAND AGRICULTURAL
RESEARCH OUTREACH STATION

AGRICULTURAL TRAINING INSTITUTE
Regional Training Center, Cagayan Valley

LOCAL GOVERNMENT UNITS
Province of Batanes

award this

CERTIFICATE OF TRAINING

to
VICTORIA G. ESTOY

for having satisfactorily completed the
"FARMER LED EXTENSION DELIVERY
SYSTEM FOR HVCC & LIVESTOCK"

jointly conducted by the

Department of Agriculture-Regional Field Unit No. 02, the Island
Agricultural Research Outreach Station, the Agricultural Training
Institute-Regional Training Center, Cagayan Valley and the Local
Government Units - Province of Batanes
on May 3-5, 2005 at DA-AROS, Basco, Batanes.

Given this 5th day of May 2005 at DA-AROS, Basco, Batanes.


FILIBERTO C. GUZMAN, MNSA
Center Director, ATI-RTC, Cagayan Valley



REPUBLIC OF THE PHILIPPINES
 COMMISSION ON HIGHER EDUCATION
Batanes State College
 BASCO, BATANES

To All Men To Whom This Presents May Come:

Greetings:

By the authority of the Board of Trustees of the College.

Victoria E. Estoy

has been conferred the Degree of

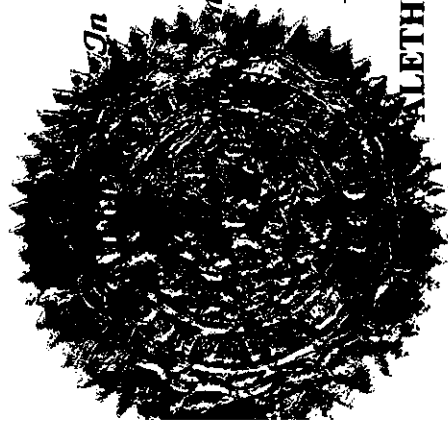
BACHELOR OF SCIENCE IN AGRICULTURE

Major: Crop Science

and is entitled to all the rights, and privileges as well as the obligations and responsibilities thereunto appertaining.

In testimony thereof, the seal of the College and the signatures of the College President, Vice President and the Registrar is hereunto affixed.

in this 18th day of March at Basco, Batanes in the Year of our Lord Two Thousand Ten.



de la
 MALETH M. MAMAUAG, Ph.D.
 SUC President I

J. G. Baltazar
 ROGER G. BALTAZAR, Ph.D.
 OIC, Vice President for Academic
 and Academic-Related Affairs And Research

M. V. Balles
 MAGDALENA V. BALLE
 Registrar III

Republic of the Philippines
 PROVINCIAL AGRICULTURE OFFICE
 BASCO, BATANES

HIGH VALUE CROPS DEVELOPMENT PROGRAM
 AGRICULTURE EXTENSION WORKER (AEW)
 WORK PLAN CY 2019

Municipality of MAHATAO

PROGRAM/PROJECT/ACTIVITY	PERFORMANCE INDICATOR	TARGETS												REMARKS		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
1. Gulayan sa Paaralan (Mahatao Elementary School)	No. of Beneficiaries			1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
	-Individual			15	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(15)	(15)
	-LGU															
2. Vegetable Production Program Lowland	Area Planted (sq.m)			50	(50)	(50)	(50)	(50)	(50)	(50)	(50)	(50)	(50)	(50)	(50)	(50)
	No. of Beneficiaries			2	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
	-Individual			2	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
Upland	-LGU															
	Area Planted (has)			0.15	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)	(0.15)
	No. of Beneficiaries			1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
3. Sweet Potato Production	-Individual			1	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
	-LGU															
	Area Planted (has)			0.04	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)	(0.04)
4. Technical Assistance	No. of Beneficiaries															
	-Individual															
	-LGU															
5. Preparation of HVCDP Reports	Area Planted (has)															
	No. of Technical Assistance Served			4	4	4	4	4	4	4	4	4	4	4	4	4
	No. of Reports			1	1	1	1	1	1	1	1	1	1	1	1	1
6. Attendance to meeting	No. of meeting attended			1	1	1	1	1	1	1	1	1	1	1	1	1

Prepared by:

Reviewed by:

Noted by:


JERSON B. REYES
 Engineer II


LALAIN P. ESTAMO
 Provincial HVCDP Coordinator


CESAR DOROTEO V. HOSTALLERO
 Provincial Agriculturist