



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH
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SPECIAL ORDER

No. 187

Series of 2025

**SUBJECT : REVOCATION OF SPECIAL ORDER NO. 05 SERIES OF 2025
DESIGNATION OF MS. MELODY T. MEMITA AS HEAD OF THE
AD-HOC ADMINISTRATIVE AND FINANCE DIVISION**

In the interest of the service, Special Order No. 5 Series of 2025 - Designation of Ms. Melody T. Memita as Head of the Ad-Hoc Administrative and Finance Division, is hereby revoked.

However, **Ms. Memita, Administrative Officer III, will remain as the Head of the Records Unit** and as such, she shall perform the functions, duties and responsibilities inherent to the designation such as managing the day to day operations of the Records Unit.

She is entitled to travelling expenses, communication expenses, per diems and incidental expenses that may be incurred in the performance of her functions, duties and responsibilities, chargeable against DA-BAR funds, subject to existing government accounting and auditing rules and regulations.

All officials and employees of the Bureau are hereby advised of this designation and directed to give their full support and cooperation to **Ms. Memita** in the performance of her duties and responsibilities.

This Order shall take effect immediately and shall remain in force unless revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 5th day of June 2025.

JOELL H. LALES, RAgr, MTM
OIC Director



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