



January 10, 2022

MEMORANDUM

TO : ALL EMPLOYEES

FROM : OFFICE OF THE DIRECTOR

SUBJECT : IMPLEMENTATION OF SKELETON-STAFF ONSITE REPORTING ARRANGEMENT IN THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS) FROM JANUARY 10 – 31, 2022

This is in line with the approved Memorandum for the Secretary on the recommendation to implement skeleton-staff onsite reporting scheme due to the overwhelming increase of COVID-19 positive in DA Central Office Employees. In the same situation, our Bureau has recorded 10 confirmed COVID-19 cases as of January 9, 2022 with significant number of close contacts and employees exhibiting COVID-19 like symptoms.

To break the chain of infection and in compliance with required isolation and quarantine protocols, our Bureau will implement skeleton-staff workforce arrangement for the period of January 10 – 31, 2022 as indicated in Annex A.

In this regard, the Division Chiefs must ensure that their deliverables on WFH arrangements during the period are concurred and agreed upon, and its accomplishments duly monitored. All employees are likewise reminded to make themselves available in all forms of communications whether through phone, electronic mail, messaging, and other means of communication.

Furthermore, everyone is reminded on the strict compliance to the assigned on-site work schedule. If an employee fails to comply due to health issues, he should immediately notify the Division Chief concerned for proper endorsement to the BAFS Health and Safety Protocol Officers for validation.

Let us continue to be safe and vigilant, and observe all the safety protocols that the government has issued whether at the workplace or at home.

This order shall take effect on January 10, 2022 until January 31, 2022.

For guidance and strict compliance.


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NO.	Jan 10 - 12	Jan 13 - 14	Jan 17 - 21	Jan 24 - 28	31-Jan
	Administrative Support Services				
1	Katheryn T. Baes	Lissy Ann H. Cantillon	Rosemarie V. Calibo	Daisy E. Melegrito	Frederick C. Crisol
2	John Joshua D. Saquing	John Joshua D. Saquing	Mark Brian E. Umali	Reylen G. Escordial	Mark Brian E. Umali
3	Allister F. Budlao	Stephanie L. Bulanadi	Jonathan Martinez	Rio Angelo Canaria	Lissy Ann Cantillon
4	Ricky M. Mangalindan	Allister F. Budlao	Stephanie L. Bulanadi	Rowena B. Dacanay	Katheryn T. Baes
5	Jonhay Z. Isip	Ricky M. Mangalindan	Jocel Anne C. Yamson	Mark Paulo Padullon	John Joshua D. Saquing
6	Ryan G. Molato	Jonhay Z. Isip	France Earvynne R. Enriquez	Jocel Ann C. Yamson	Allister F. Budlao
7	Elpidio J. Lobos	Ryan G. Molato	Aron G. Gentolia	France Earvynne R. Enriquez	Kenneth R. Matchica
8	Ronaldo M. Badillo	Elpidio J. Lobos	Elpidio Lobos	Genesis F. Franco	Ricky M. Mangalindan
9	Samuel Z. Gelilio	Ronaldo M. Badillo	Ryan G. Molato	Ryan G. Molato	Jonhay Z. Isip
10	Roniel V. Bayanay	Samuel Z. Gelilio	Roniel V. Bayanay	Elpidio Lobos	Ryan G. Molato
11	Rachel C. Franco	Roniel V. Bayanay	Samuel Z. Gelilio	Aron G. Gentolia	Elpidio Lobos
12		Rachel C. Franco	Ronaldo M. Badillo	Samuel Z. Gelilio	Samuel Z. Gelilio
13			Rachel C. Franco	Roniel V. Bayanay	Ronaldo M. Badillo
14				Rachel C. Franco	Roniel B. Bayanay
15				Larry A. Yumang	Rachel C. Franco
16				Ronaldo M. Badillo	Larry A. Yumang
	Standards Development				
1	Gari Pellinor Hernandez	Gari Pellinor Hernandez	Karen Kristine Roscom (17-18)	John Gregory Aquino (26-28)	Karen Kristine Roscom
2	Camille Baraquiel	Camille Baraquiel	John Gregory Aquino	Gari Pellinor Hernandez (26-27)	Em Bentulan
3	Joshua Abel	Joshua Abel	Kristel Alarice Aborido	Camille Baraquiel (26-28)	Dominique Salcedo
4			Em Bentulan	Kristel Alarice Aborido (26-28)	Joshua Abel
5			Dominique Salcedo (19-21)	Aljon Reyes (24-25)	
6				Timothy Justine Regalado (24-25)	
7				Joshua Villanueva (24-25)	
8				Ederlie Magdalita (24,25,28)	
	Organic Agriculture				
1	Charlie T. Palilio	Charlie T. Palilio	Vicente Limsan Jr.	Joeve S. Calleja	Mark F. Matubang
2	Moraine M. Sumague	Moraine M. Sumague	Gerald E. Cammagay	Ibrahim A. Racmat	Clarisse Jill Guevara
3		Ronald John L. Lamano	Geeza June Painaga	Jerson Raphael A. Bontogon	Jenina B. Cusay
4		Anna Dominique Cadsawan	Anna Dominique Cadsawan	Charlie T. Palilio	Jay El E. Bautista
5			Ronald John Lamano	Anna Dominique Cadsawan	Marc Owell Ama
6			Moraine M. Sumague	May Ann B. Redulfa	John Lawrence Arrogante

7					Cris Venus F. Basas
Technical Services					
1	Kristine Lasac	Kristine Lasac	Alma Reyes	Mary Grace R. Mandigma	Mary Grace R. Mandigma
2			Katrina Maminta	Chester Benavidez	Alpha Lanuza
3				Abraham Perez	Jan Vincent Tecson
4				Aubrey Ramos	Brooklyn Flores
Laboratory Services					
1	Melissa L. Astillero	Melissa L. Astillero	Edna Lynn C. Floresca	Jerilee M. Sabariaga	Edna Lynn C. Floresca
2	Zaireen B. Cleofe	Zaireen B. Cleofe	Angelo N. Custodio	Kriszia Ann U. Decena	Angelo N. Custodio