



**OFFICE ORDER No:** 08  
Series of 2023

**TO : ALL BAFS EMPLOYEES**

**FROM : OFFICE OF THE DIRECTOR**

**SUBJECT : RECONSTITUTION OF THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) OF THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS)**

Pursuant to Section 88 of the 2017 Omnibus Rules on Appointments and the Other Human Resource Action (ORAOHRA) and the DA Department Order No. 08, series of 2019 (Merit Selection Plan), the BAFS Human Resource Merit Promotion and Selection Board, herein referred to after as BAFS HRMPSB, is hereby reconstituted to ensure strict adherence to the principles of merit, fitness, and equality in the selection of employees. The BAFS HRMPSB shall be composed of the following:

**Chairperson : MARY GRACE R. MANDIGMA**  
Assistant Director - Designate

**Members : Administrative Officer V**

**Chief/Head of the organizational unit where the vacancy exists**

**MARK F. MATUBANG**  
: Supervising Science Research Specialist  
2<sup>nd</sup> Level Rank and File Employee Representative (Regular)

**FREDERICK C. CRISOL**  
Planning Officer III  
2<sup>nd</sup> Level Rank and File Employee Representative (Alternate)

**Secretariat : GEEZA JUNE V. PAINAGA**  
Science Research Specialist II

**: KATRINA L. MAMINTA/JAN VINCENT DR. TECSON**  
Science Research Specialist II

**CAMILLE B. BARAQUIEL/KRISTEL ALARICE R. ABORIDO**  
Science Research Specialist II

**MELISSA L. ASTILLERO/JERILEE M. SABARIAGA**  
Senior Science Research Specialist

The BAFS HRMPSB shall have the following functions and responsibilities:

1. Adopt a formal screening procedure and formulation of customized criteria for the evaluation of candidates for appointment;
2. Disseminate the Merit Selection Plan to all relevant offices, employees and interested applicants. Any modification of the procedure and criteria for selection shall likewise be properly disseminated;
3. Implement a systematic assessment of the competence and qualifications of candidates for appointment;
4. Implement appropriate measures to ensure a culture of fairness and impartiality in the assessment of candidates. The HRMPSB may employ the assistance of external or independent resource persons and may initiate innovative schemes in determining the best and most qualified candidate;
5. Implement measures to ensure that there shall be no discrimination in the selection of its employees on the basis of race, religion, sex, age, pregnancy, civil status, parental status, sexual orientation, gender identity and expression, ethnicity, political affiliation, and disability;
6. Evaluate and deliberate on the qualifications of individuals listed in the selection line-up by at least a majority of its members and submit the short list of candidates who passed the HRMPSB assessment, from which the appointing authority shall choose the applicant to be appointed;
7. Assist the appointing officer/authority in the judicious and effective selection of candidates for appointment in the agency;
8. Maintain records of the deliberations; and
9. Orient officials and employees in the agency about policies on Recruitment and Selection.

This Order shall take effect immediately and shall remain in force until revoked. All other orders and memoranda inconsistent herewith are deemed revoked.

Done this 1st day of March 2023.

  
**KAREN KRISTINE A. ROSCOM, PhD**  
Director IV  
HR  
RVC  
01032023