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MEMORANDUM

TO : CHARLIE T. PALILIO
Science Research Specialist I

FROM : OFFICE OF THE OIC-DIRECTOR

SUBJECT : DESIGNATION OF MONITORING AND EVALUATION HEAD

DATE : DECEMBER 1, 2020

In the interest of the service and in order to provide a successful program and projects monitoring and evaluation system for the Bureau, Mr. Charlie T. Palilio, Science Research Specialist I, is hereby designated as the Head of Monitoring and Evaluation (M&E) of Bureau of Agriculture and Fisheries Standards.

He shall be primarily responsible for the following:

- (1) Development of the Bureau's Monitoring and Evaluation Plan and Manual;
- (2) Analyzes and validates project proposals, forms, realignments and other reports submitted by DA and BAFS;
- (3) Monitoring of physical and financial targets;
- (4) Monitoring and evaluation of programs and projects; and
- (5) Prepares presentation and other documents needed for the project such as policy related guidelines, manuals, memorandums, MOA and other vital documents needed by the Bureau;

This order shall take effect immediately and shall remain in force until revoked in writing.

For strict compliance.


MYER G. MULA, Ph. D.
RVC
11/20/2020

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