



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH
RDMIC Bldg., Elliptical Road corner Visayas Avenue, Diliman, Quezon City 1104
(+632) 8461 2800 and (+632) 8461 2900 • r4d@bar.gov.ph

SPECIAL ORDER

NO. 143

Series of 2023

SUBJECT: DESIGNATION OF MS. LARA ABEGAIL S. ESPIRITU AS INFORMATION DESK OFFICER AND TECHNOLOGY CENTER MANAGER

In the interest of service and to ensure that all inquiries about BAR are properly addressed as well as the effective and efficient operation of the Technology Commercialization Center, **MS. LARA ABEGAIL S. ESPIRITU, Information Officer I** is hereby designated as Information Desk Officer cum Technology Center Manager, in concurrent capacity to her functions as Information Officer in the Knowledge Management and Information Systems Division.

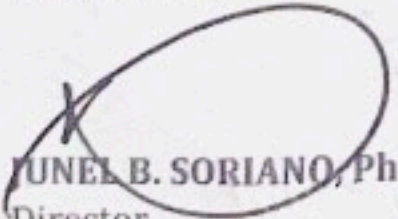
As such, Ms. Espiritu shall perform the following functions:

1. Coordinate with concerned internal and external partners in consolidating technologies for packaging;
2. Coordinate and provide necessary assistance in the conduct of knowledge exchange activities (seminar, exhibits, etc.);
3. Maintain database/inventory of knowledge products;
4. Manage the DA-BAR Technology Commercialization Center and perform related tasks, to wit:
 - a. Catalog products/technologies on display; and
 - b. Coordinate with PMELD as regards the database of available products and technologies
5. Attend and document activities for R4D programs and projects in coordination with the technical divisions and partner institutions; and
6. Function as person-in-charge of the DA-BAR Information Desk and perform related tasks, to wit:
 - a. Receive and answer the inquiry of the Visitor if it can be handled within her level, but queries beyond her knowledge shall then be endorsed to the technical staff/official who can satisfactorily answer said query and forward inquiries from external clients; and
 - b. Keep an updated list of program focals/technical staff and their alternate.

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

This order shall take effect immediately and shall remain in force until revoked in writing. All orders inconsistent herewith are deemed revoked.

Done this 20th day of September 2023.


JUNEL B. SORIANO, PhD
Director