



Republic of the Philippines

Department of Agriculture

Fertilizer and Pesticide Authority

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April 15, 2023

SPECIAL ORDER

NO. 01-80

Series of 2023

**SUBJECT : RECONSTITUTION OF THE FERTILIZER AND PESTICIDE
AUTHORITY - LABORATORY RECOGNITION COMMITTEE (FPA- LRC)**

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In the interest of the service and pursuant to Memorandum Circular No. 05, s. 2017 or the "Guidelines for the Implementation of the Fertilizer and Pesticide Authority (FPA) Laboratory Recognition Program (LRP)", the FPA-Laboratory Recognition Committee (FPA-LRC) is hereby reconstituted as follows:

Chairperson: **Ms. Jerolet C. Sahagun** – Chemist V, LSD

Vice-Chairperson: **Ms. Sharmaine D. Tecson** – Chemist III, LSD

Regular Members: **Mr. Paul Kristian J. Berjuega** – Chemist III, LSD  
**Ms. Erica Mae G. Gacutan** – Chemist II, LSD  
**Mr. Alvin R. Oabel** – Chemist II, LSD  
**Ms. Jessica Kay M. Puno** – Chemist II, LSD  
**Ms. Feliona B. Alip** – Biologist II, LSD

Provisional Members: **Ms. Anne Jizelle A. Prado** – Chemist II, FRD  
**Ms. Kriz Anne Joi L. Minguez** – Chemist II, PRD  
**Ms. Mary Grace M. Sumalinog** – Chemist II, PRD

The aforesaid committee shall have the following duties and responsibilities:

- a. conduct preliminary assessment of all documentary requirements submitted by the applicant laboratory seeking for FPA's laboratory recognition;
- b. carry out inspection/surveillance visit to the applicant laboratory to validate all data and information submitted in the application documents and evaluate the laboratory's compliance with MC No. 05, s. 2017;
- c. prepare and issue Laboratory Assessment Report and Corrective Action Assessment Report;
- d. endorse to the Executive Director the approval of laboratory recognition of the applicant laboratory upon validation of its compliance with the FPA Laboratory Recognition requirements;

- e. ensure compliance of all FPA Recognized Laboratories with FPA MC No. 05., s. 2017; and
- f. recommend suspension or revocation of Certificate of FPA Laboratory Recognition in case of noncompliance with the terms and conditions stipulated in the FPA MV No. 05, s. 2017.

As such, the provisional members can perform the aforesaid duties and functions in cases where a regular member is absent. Appropriate provisional member/s will be assigned by the FPA-LRC Chairperson based on the required scope of recognition of the applicant laboratory.

Head Secretariat: **Ms. Gina S. Dongaol** – Chemist II, LSD

Members: **Ms. Clairezelle Maclaine I. Cruz** – Chemist II, LSD  
**Ms. Ma. Regina T. Yana** – Chemist II, LSD  
**Ms. Nadia Mae A. Cajucom** – Laboratory Technician III, LSD  
**Mr. Darwin G. Narvadez** – Laboratory Technician III, LSD

The FPA-LRC Secretariat shall perform the following functions:

- a. provide administrative support to the FPA-LRC;
- b. organize all the necessary logistics and arrangements for FPA-LRC meetings and laboratory surveillance visits;
- c. prepare minutes of the meetings;
- d. coordinate the surveillance visit of FPA-LRC team with the applicant laboratory;
- e. take custody of all documents and records pertaining to the laboratory recognition activities and ensure that all activities are properly documented; and
- f. consolidate and maintain an updated directory of all FPA Recognized Laboratories including the specific tests within the scope of their laboratory recognition.

All expenses incurred in the execution of laboratory recognition program shall be charged against FPA funds, subject to the existing accounting and auditing rules and regulations.

This Order shall take effect immediately and supersedes other Orders inconsistent herewith.

  
**JULIETA B. LINSANGAN**  
OIC Executive Director *gt*

