



**RECORDS SECTION**

**Ministry of Agriculture, Fisheries and Agrarian Reform**  
Bangsamoro Autonomous Region in Muslim Mindanao

**TRACKING FORM**

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Name and Agency of Sender/Recipient:

MAFAR Concerned Employees

Document Title/Subject:

Memorandum No. 011-04 Harmonization Training of FIQS Officers on 14-17 Apr 2021

Type of Transaction		Date	Time	Released by Records Section:		Date	Time
<b>Released</b>		4/13/2021	11:39 AM	Farhana Linso		4/13/2021	11:41 AM
No.	Name and Office of Recipient	Date	Time	No.	Name and Office of Recipient	Date	Time
1				7			
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Bangsamoro Autonomous Region in Muslim Mindanao  
**MINISTRY OF AGRICULTURE, FISHERIES AND AGRARIAN REFORM**  
BARMM Compound, Gov. Gutierrez Ave., RH-7, Cotabato City, Philippines, 9600



MEMORADUM No. 011-04  
Series of 2021

**TO :** ALL CONCERNED EMPLOYEES  
**FROM :** THE MINISTER  
**DATE :** April 6, 2021  
**SUBJECT :** HARMONIZATION TRAINING OF FIQS OFFICERS

In the exigency of public service, the following employees are hereby enjoined to attend the “**Harmonization Training of FIQS Officers**” on April 14-17, 2021 at Zamboanga City:

1. Norhata Dumasil
2. John Enriq Batapa
3. Sittie Camalia Minandang
4. Sahmed Abdulkarim
5. Mohariza Usman
6. Jomar Tending
7. Gary Lico
8. Ramon Utoh Amboh
9. Alisma Mabbul



This will serve as their travel order.

For guidance and compliance.

  
**MOHAMMAD S. YACOB, Ph.D.**  
Minister

MINISTRY OF AGRICULTURE, FISHERIES AND AGRARIAN REFORM  
RECORDS SECTION  
**RELEASED**

2021 -04- 13

Time: 11:39 AM  
By: FARHANA JANE S. LINSO  
Records Officer II

STP jobs program 3  
Activity 3-4-2  
Budget 100,000  
ALMIRA A. DANDA  
Budget Officer III

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## ACTIVITY/TRAINING PROPOSAL

Title of the Activity/Training	<b>HARMONIZATION TRAINING OF FIQS OFFICERS</b>
Source of Funds	<b>Block Grant</b>
No. of Participants	<b>11 Participants</b>
Training Venue	<b>Zamboanga City</b>
Target Date	<b>March 24-26,2021</b>
Sector	<b>FISHERIES SECTOR</b>
Division/Section	<b>FRLED/FIQS</b>
Budgetary Requirements	<b>P 99,152.00</b>

### I. Rationale

The Fisheries Inspection and Quarantine Section as of now is composed of 10 working staff from regional and provincial office under Fisheries Sector. One of its functions are inspection of all fish and fishery products, including the boarding and inspection of their carriers coming into and going out both local and foreign by air or water transport. This is to strengthen our regulation in order to detect the presence of fish pests and diseases, and to enforce the provisions of the Fisheries Quarantine. Fisheries Inspection and Quarantine Services team from the regional office will guide the staff from the provinces in understanding their role being the staff of Inspection and Quarantine Services.

During this activity, the Quarantine Officers from regional office and provincial office will meet together in Zamboanga City to equip all staff regarding their functions. This will be also a venue to identify their issues and concerns in the area of assignment.

#### Objectives:

1. Meeting of the FQIS staff
2. Updates the FAOs
3. Visit the fishports (holding facilities)
4. Assess the operational capacity of the FIQS staff

### II. Methodology:

- This is a 3 days training to harmonized the regulatory standard of quarantine officers
- At day one (1) opening activity and introduction of participants and leveling off of experience works.
- And succeeding day will be proper approach and techniques lecture
- Open forum



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**III. PARTICIPANTS**

1. Regional staff - 6
2. Provincial quarantine officers - 4
3. Driver-1

**IV. Budgetary Requirements**

<b>COST ESTIMATE</b>		
<b>EXPENSE ITEM</b>	<b>ASSUMPTION</b>	<b>AMOUNT (PhP)</b>
Hotel and Food Accommodation	P1,950 x 11 pax x 3 days	P64,350.00
Workshop Kit w/training materials:		
Pencil	P7.00 x 10 pax	P70.00
Ballpen	P10.00 x 10 pax	P100.00
Notebook	P20.00 x 10 pax	P200.00
Workshop Envelope	P10.00 x 10 pax	P100.00
Marking Pen	P55.00 x 3 pcs	P165.00
Masking Tape	P55.00 x 1 pcs	P55.00
Cartolina Paper	P28.00 x 10 pcs	P280.00
Plastic Envelope W/Zipper	P72.00 x 10 pcs	P720.00
Lenin Paper (For Certificates)	P56.00 x 2 pck	P112.00
EIC Materials (2x4)	P300.00 x 10 pcs	P3,000.00
Fisheries Quarantine Bag(to be used as storage of LTP Booklet , Dry sealer,record book,pen, and OR during duty at both seaports and airports)	P1,000.00 x 10 pcs	P10,000.00
Honorarium for resource speakers	P3,000 x 2 pax	P6,000.00
Training Polo-shirt w/ print	P400 x 10 pax	P4,000.00
Contingency	P10,000.00	P10,000.00
<b>TOTAL</b>		<b>P99,152.00</b>

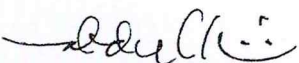



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Prepared by:

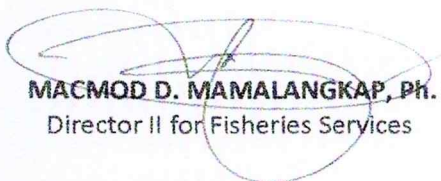
Noted by:


  
**SAHMED D. ABDULKARIM**  
 Fishing Regulations Officer II

  
**NORHATA S. DUMASIL**  
 OIC-Chief, Fisheries, Regulatory and  
 Law Enforcement Division


Noted by:

Recommending Approval by:

  
**MACMOD D. MAMALANGKAP, Ph. D.**  
 Director II for Fisheries Services

  
**JULIE O. MALIGA, RN, MPASR**  
 Director II for Admin and Finance  
 10 March 2021

Approved by:

  
**MOHAMMAD S. JACOB, Ph. D.**  
 Minister  
 9r  
 3/12/21

