



24 February 2022

**MEMORANDUM NO. 228**  
Series of 2022

**T O: Ms. Lisa I. Arce**

**R E: Designation as Assistant Director, Philippine Rootcrop Research and Training Center (PhilRootcrops)**

In view of the assumption of the undersigned as Director of the Philippine Rootcrop Research and Training Center (PhilRootcrops), you are hereby designated as Assistant Director effective immediately until December 31, 2022 or unless sooner revoked or terminated by higher authorities.

As Assistant Director, you are directed to:

1. Assist the Director in planning, coordinating, monitoring, and evaluating research and development/extension programs in support to rootcrop industry;
2. Assist the Director in the implementation of the over-all national Rootcrop RDE activities of PhilRootcrops;
3. Assist the Director in forging linkages with local, national and international funding agencies;
4. Assist the Director in leading the different divisions of the Center.

**A. CROP IMPROVEMENT DIVISION**

1. Conduct of researches related to crop improvement e.g. cultural management, varietal improvement/ breeding, germplasm collection and maintenance, soil nutrient mgt, IPM, climate smart agriculture
2. Expert pool on trainings and other extension activities
3. Assistance in instruction to affiliate departments

**B. POSTPRODUCTION IMPROVEMENT DIVISION**

1. Conduct researches related to postproduction such as storage and handling, product/by-product development, product processing, postharvest, biotechnology
2. Expert pool on trainings and other extension activities
3. Assistance in instruction to affiliate departments

**C. EXTENSION & SOCIO-ECONOMIC DIVISION**

1. Conduct of researches related to socioeconomics and extension such as value chain analyses, industry analyses, economics, extension methodologies and technology dissemination/extension
2. Technology dissemination and extension
3. Assistance in instruction to affiliate departments

**D. MECHANIZATION DIVISION**

1. Conduct of research related to production and processing machines and systems
2. Conduct researches related to precision agriculture, climate vulnerability and aerial imaging
3. Expert pool on training and other extension activities
4. Assistance in instruction to affiliate departments

Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

  
EDGARDO E. TULIN  
President

cc: OVPAA  
OVPAF  
OVPREI  
OVPSAS  
OVPPRGAS  
OUS  
Deans  
Directors  
ODHRM/RSPPRO  
ODF/Budget  
OHIA  
Accounting  
Cash  
COA  
Registrar  
Records  
File