



Republic of the Philippines  
Department of Agriculture  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman  
Quezon City 1100, Philippines

**ADMINISTRATIVE ORDER**

No. 04  
Series of 2020

**Subject : AMENDMENT TO THE ADMINISTRATIVE ORDER NO. 13  
SERIES OF 2018, REVISED GUIDELINES ON THE  
SELECTION, HIRING AND ADOPTION OF COMPENSATION  
SYSTEM FOR PERSONNEL UNDER CONTRACT OF SERVICE**

The provision on Administrative Order No. 13, Series of 2018, dated December 5, 2018 is hereby amended to read as follows:

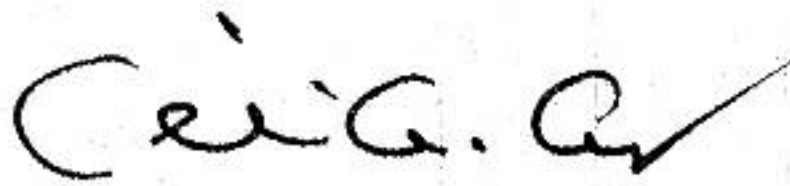
**APPROVING AUTHORITY OF CONTRACTS**

**A. Department Proper**

The Secretary shall approve the contacts of Contract of Service Personnel at the DA-Central Office which is hereby delegated to the Undersecretary for Administration and Finance, with the caption: *"For and by the Authority of the Secretary"*.

All other orders or issuances inconsistent herewith are deemed revoked.

Done this 17 day of January 2020.

  
**WILLIAM D. DAR, Ph.D.**  
Secretary

DEPARTMENT OF AGRICULTURE  
In replying pls cite this code :  
For Signature: S-01-20-0243  
Received : 01/10/2020 04:20 PM

*"A food-secure Philippines with prosperous farmers and fisherfolk"*

