



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

**SPECIAL ORDER**

No. 415

Series of 2021

**SUBJECT : AUTHORITY TO CONDUCT THE FISCAL YEAR 2021 THIRD QUARTER PHYSICAL AND FINANCIAL PERFORMANCE ASSESSMENT AND BUDGET EXECUTION DOCUMENT WORKSHOP OF THE NATIONAL ORGANIC AGRICULTURE PROGRAM ON SEPTEMBER 29 TO OCTOBER 8, 2021 IN AGRICULTURAL TRAINING INSTITUTE (ATI) - CENTRAL OFFICE**


In the exigency of service to ensure efficient implementation of the Organic Agriculture Programs, Projects, and Activities of the Department of Agriculture (DA) and its Operating Units (OUs), the National Organic Agriculture Program (NOAP) shall conduct the **FY 2021 Third Quarter Physical and Financial Performance Assessment and Budget Execution Document Workshop** on **September 29 to October 8, 2021** in **Agricultural Training Institute (ATI) - Central Office**. *The exact venue for the said event shall be announced once finalized.*

The objectives of the aforementioned activity aims:

1. To evaluate the implementation of the National Organic Agriculture Program's Operating Units in terms of the physical and financial accomplishments as of third quarter of FY 2021 as compared with the target for the indicated period;
2. To assess the Key Result Areas (KRAs) of Operating Units of the National Organic Agriculture Program in prioritizing the National Organic Agriculture Board (NOAB) identified policy directions; and
3. To evaluate the current performance of the Operating Units which is essential in formulating solutions to the identified issues and concerns in the regional/implementing agency level relative to the National Organic Agriculture Program's implementation and operations.

The Special Order hereby provides the specific number of personnel from corresponding offices to attend and participate in the activity. It shall provide basis for the Program's thrusts and strategy; thus, the participation of the following offices is highly valuable.

OFFICE	NO. OF PARTICIPANTS
<b>Regional Field Offices</b> (RFOs CAR, I-XIII)	<b>30</b>
<i>Organic Agriculture Focal Person/Alternate Focal Person</i>	15
<i>Organic Agriculture Support Staff/Report Officer</i>	15
<b>Bureaus and Implementing Agencies</b> ( <i>Bureau Directors, Organic Agriculture Focal Person/Alternate Focal Person, and OA Report Officer</i> )	<b>12</b>
Agricultural Training Institute (ATI)	2
Bureau of Agricultural Research (BAR)	2

  
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Bureau of Animal Industry (BAI)	2
Bureau of Plant Industry (BPI)	2
Bureau of Soils and Water Management (BSWM)	2
Bureau of Fisheries and Aquatic Resources (BFAR)	2
<b>Planning and Monitoring Service</b>	<b>4</b>
Planning and Programming Division	2
Monitoring and Evaluation Division	2
<b>Financial and Management Service</b>	<b>2</b>
Budget Division	1
Accounting Division	1
<b>Bureau of Agriculture and Fisheries Engineering</b>	<b>2</b>
<b>Bureau of Agriculture and Fisheries Standards</b>	<b>2</b>
<b>National Organic Agriculture Board</b>	<b>12</b>
<b>National Organic Agriculture Program Coordinating Office</b>	<b>16</b>
<b>TOTAL</b>	<b>80</b>

Travel expenses, accommodation and per diem of participants shall be charged against their respective Offices. Payment of the venue/training facilities, food, supplies and material, and other incidental expenses shall be chargeable against the **DA-NOAP OSEC 2021 Funds**, subject to the usual government accounting and auditing rules and regulations. Dates of the workshop are inclusive of travel time. **The allocation of participants shall be strictly followed; otherwise, the concerned office shall shoulder the board and lodging of excess participants.**

This Order shall take effect immediately.

Done this 14th day of June 2021.

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

DEPARTMENT OF AGRICULTURE  
  
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