



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

**SPECIAL ORDER**

No. 584  
Series of 2021

**SUBJECT: AUTHORITY TO CONDUCT AND PARTICIPATE IN THE DEPARTMENT OF AGRICULTURE-  
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE (DA-ICTS) FOR FY 2021  
3<sup>RD</sup> QUARTER AND YEAR-END PERFORMANCE REVIEW AND ASSESSMENT PLANNING  
WORKSHOP**

In the exigency of the service and in order to effectively monitor and assess the development and implementation of the Department's Information and Communication Technology (ICT) plans, programs and activities, the DA-ICTS is hereby authorized to conduct the FY 2021 3rd Quarter and Year-End Performance Review and Assessment Planning Workshop. The activities are scheduled on:

Activity	Date	Venue
3 <sup>rd</sup> Quarter Performance Review and Assessment Planning Workshop	September 28 to October 1, 2021	Region IV-A
Year-End Performance Review and Assessment Planning Workshop	December 13 to 16, 2021	CAR

The activities aim to assess the 1<sup>st</sup> to 4<sup>th</sup> quarter performances and implementation of the ICTS plans, programs and activities in terms of the physical and financial accomplishments for the year 2021, prepare work and financial plans for 2022, and, provide technology updates on the latest trends on information and communications technology.

The following are authorized to attend and participate in the workshop:

OFFICE	No.
Office of the Director	3
ICT Planning and Standards Division (ICTPSD)	10
Database Management Division (DMD)	15
Systems and Applications Development Division (SysADD)	20
Network Operations and Management Division (NOMD)	23
Guests	5
Support Staff	4
<b>TOTAL</b>	<b>80</b>

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All expenses to be incurred in the conduct of the activities, such as food and accommodation, supplies and materials, transportation and other related expenses shall be chargeable against the DA-ICTS funds, subject to the availability of funds and the usual government accounting and auditing rules and regulations.

This order shall take effect immediately and shall remain in force unless revoked in writing.

Done this 11th day of August 2021.



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

Secretary

DEPARTMENT OF AGRICULTURE  
  
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