



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

MEMORANDUM ORDER

No. 17

Series of 2022

SUBJECT : INSTITUTIONALIZING THE USE OF THE OPERATIONS MANAGEMENT INFORMATION SYSTEM (O-MIS) IN THE ENCODING OF THE BUDGET EXECUTION DOCUMENTS AND GENERATION OF BUDGET ACCOUNTABILITY REPORTS FOR THE NATIONAL RICE, CORN, AND ORGANIC AGRICULTURE PROGRAMS

In order to synchronize the data regarding the formulation of Budget Execution Documents (BEDs), generation of Budget and Financial Accountability Reports (BFARs) including the list of beneficiaries, and facilitation of data collection from the Regional Offices, Attached Agencies and Corporations, and Bureaus under the National Rice, Corn, and Organic Agriculture Programs, the Operations Management Information System (O-MIS) shall be institutionalized as the primary and official source for report generation.

In line with this, all concerned offices (Regional Offices, Attached Agencies and Corporations, and Bureaus under the National Rice, Corn, and Organic Agriculture Programs) are hereby instructed to hire additional manpower for the collection and encoding of data. Deadline of encoding as stated below, shall be strictly enforced.

Data	Timelines
BAR-1 (Physical Accomplishment)	Every 5th of the following month
FARs 1 and 3 (Obligation and Disbursement)	Every 15th of the following month
Actual List of Beneficiaries	Every 15th of the following month after each quarter

- For BAR-1, accomplishment of interventions (number) will be accounted for when these have a corresponding number of reported beneficiaries (individual or group).
- For FARs 1 and 3 financial accomplishments (obligation and disbursement), all data shall be sourced from the Budget and Accounting Units of concerned Offices, respectively.

A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk



- Actual list of Beneficiaries (individual or group) should tally the total number reported based on BAR-1 and with corresponding Client Satisfaction Feedback (CSF) Form.

Further, the O-MIS shall be used as the **official reference** for data collation of the Planning and Monitoring Service-Monitoring and Evaluation Division (PMS-MED) and Bureau of Agricultural and Fisheries Engineering (BAFE).

The O-MIS shall ensure that duplication of data is eliminated, and that monitoring and evaluation of programs and projects under these Banner Programs are timely and accurate which can be used as inputs for strategy formulation of the different programs and projects identified.

A Special Order for the designation of focal persons from concerned RFOs, Attached Agencies and Corporations, and Bureaus shall be issued.

This Memorandum Order shall take effect immediately and shall remain in force until revoked in writing.

Done this 28th day of February 2022.



WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

in replying pls cite this code :
For Signature: S-02-22-0123
Received : 02/07/2022 06:25 AM

A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk

