



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

**SPECIAL ORDER**

No. 237

Series of 2022

**SUBJECT: AUTHORIZING THE ALLOCATION OF COMMUNICATION ALLOWANCE TO THE PROJECT DEVELOPMENT SERVICE STAFF**

In the exigency of service and consistent with the provisions of Special Order No. 110 Series of 2022 (Monthly Communication Expense for All DA-Central Office Officials and Authorized Personnel), the following personnel are hereby authorized to claim monthly communication allowance in order to facilitate effective communication in the performance of their duties and functions particularly in coordinating with the DA Operating Units, Attached Agencies, Bureaus, Attached Corporations, Government Oversight Agencies, and ODA Development Partners.

	<b>NAME/DESIGNATION</b>	<b>FUNCTIONS</b>	<b>AMT</b>
1	Eva Grace P. Eugenio PDO II Technical Staff	<ul style="list-style-type: none"><li>Assists in providing technical assistance to proponents in developing projects</li></ul>	800.00
2	Rechel C. Macalalad PDO II Technical Staff	<ul style="list-style-type: none"><li>Assists in developing and/or updating of guidelines, frameworks, and tools for project development</li></ul>	
3	Verly N. Dacalos PDO II Technical Staff	<ul style="list-style-type: none"><li>Assists in the preparations and conduct of project development trainings, workshops, seminars and/or fora in coordination with HRDD</li></ul>	
4	Mariam H. Camaso PEO II Technical Staff	<ul style="list-style-type: none"><li>Represents the Division or Service in technical working groups, for a, consultations, missions, and meetings</li></ul>	
5	Sherry Dawn S. Sison PDO II Technical Staff	<ul style="list-style-type: none"><li>Formulates/updates guidelines/framework/tools/ criteria for project development and evaluation</li></ul>	



*A food-secure and resilient Philippines*

*with empowered and prosperous farmers and fisherfolk*



6	Mae Anne P. Gardon PDO II Technical Staff	<ul style="list-style-type: none"> <li>• Provides technical assistance in the development and formulation of project proposals/FS of the different DA agencies</li> </ul>	
7	Shiela Joy DC Samalboro PDO I Technical Staff	<ul style="list-style-type: none"> <li>• Performs other duties as may be assigned from time to time</li> </ul>	

The said allowance shall be retroactive from January 3, 2022 chargeable against the PDS funds subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 21st day of March, 2022



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

DEPARTMENT OF AGRICULTURE  
  
 in replying pls cite this code :  
 For Signature: S-03-22-0231  
 Received : 03/07/2022 02:28 PM

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

