



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



DA-CO-PMS-SO20220928-00019

SPECIAL ORDER

No. 752
Series of 2022

SUBJECT: REASSIGNMENT OF AGRICULTURAL CREDIT POLICY COUNCIL (ACPC) PERSONNEL TO THE PLANNING AND PROGRAMMING DIVISION (PPD) OF THE PLANNING AND MONITORING SERVICE

In the interest of service, **Ms. CYRILLE JOY A. ORDAS**, Planning Officer II is hereby reassigned on full-time basis to the Planning and Programming Division (PPD) of the Planning and Monitoring Service (PMS).

Ms. Ordas shall provide assistance in fulfilling the functions of PPD, which includes the preparation of medium-term plans and annual plan and budget proposals of the Department of Agriculture. Specifically, she shall:

1. Provide technical support in the formulation of the agriculture and fisheries medium-term plan, commodity/functional roadmaps and masterplans, among other strategic plan preparation in the Department;
2. Assist the Planning and Programming Division (PPD) in consolidating, evaluating, and integrating the Annual Plan and Budget Proposals of all DA operating units to generate the overall DA annual plan and budget proposal for submission to the Department of Budget and Management (DBM);
3. Draft office correspondence and other related documents in support to the functions of the PPD;
4. Prepare PowerPoint presentation/briefing material on matters related to the functions of PPD;
5. Represent the PPD as well as provide technical inputs during meetings, consultations, workshops, conferences, etc.; and
6. Perform other duties and functions that may be assigned from time to time.

She shall be authorized to collect traveling expenses and per diems while on official trip chargeable to PMS funds, subject to the usual accounting and auditing rules and regulations.

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

Done this 29th day of September, 2022.

DOMINGO F. PANGANIBAN
Senior Undersecretary

