



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

SPECIAL ORDER

No. 564

Series of 2023

SUBJECT: AUTHORITY TO CONDUCT AND ATTEND THE FY 2023 FIELD PROGRAMS COORDINATION AND MONITORING DIVISION (FPCMD) MID-YEAR ASSESSMENT INCLUDING ON-SITE DRONE TRAINING AND CAPACITY DEVELOPMENT ON DATABASE MANAGEMENT ON MAY 22-26, 2023

In the exigency of service, the Field Operations Service-Field Programs Coordination and Monitoring Division (FOS-FPCMD) is hereby authorized to conduct the FY 2023 FPCMD mid-year assessment including on-site drone training and capacity development on database management on May 22-26, 2023.

The activity aims to:

- 1) Capacitate the staff in drone operation and data generation and analysis for a sound management decision and policy-making.
- 2) Review and assess the templates/forms relative to the implementation of the DA-QMS for ISO 9001-2015 Certification such as:
 - a. Office and Individual Performance Commitment and Review (OPCR/IPCR);
 - b. Organizational Structure;
 - c. Process Flow Chart;
 - d. Issues Registry;
 - e. Relevant Interested Parties (RIP) Matrix; and
 - f. Risks/Opportunities Assessment and Action Planning (ROAAP).

The following are hereby authorized to attend and participate in the said activity:

Office	Number of Participants
DA-Central Office	25
FOS Director	2
FPCMD	21
Support Staff/ Driver	2
DA-RFO I	2
Resource Persons	3
TOTAL	30

Expenses to be incurred such as food, accommodation, and honorarium of the resource person shall be charged against the CY 2023 Rice Program funds allocated to FPCMD, while travelling expenses and per diem of participants shall be charged against their respective office funds, subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect immediately and considered revoked upon completion of the event. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 5th day of May 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary



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