



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

SPECIAL ORDER

No. 571

Series of 2023

SUBJECT: CREATION OF A SUPPORT TEAM FOR THE OFFICIAL REGIONAL ENGAGEMENTS OF THE SENIOR UNDERSECRETARY AND SECRETARY OF AGRICULTURE

In the interest of service and to ensure the smooth flow and well documented engagement of the Senior Undersecretary and the Secretary of Agriculture in relation to their official activities and attendance in agriculture and fisheries events in the region, a SUPPORT TEAM composed of AFID personnel is hereby created. The Team shall provide assistance in the preparation, conduct, and documentation of the activities of the said officials in the region in coordination with the Regional Agriculture and Fisheries Information Section (RAFIS) and other concerned offices.

The composition of the Support Team are as follows:

AREAS OF ASSIGNMENT	NAME OF AFID PERSONNEL
WRITER	Adora D. Rodriguez Bethzaida B. Sarian Gumamela Celes C. Bejarin Krystelle Ymari A. Vergara Kristel Joyce L. Merle
PHOTO DOCUMENTATION	Alan Jay B. Jacalan Alarico P. Nuestro Gian Carlo P. Luage Joseph Henry G. Elamparo Jr.
VIDEO DOCUMENTATION	Adones V. Buhayan Ardy M. Tompong Darius M. Mangampo
ADMINISTRATIVE SUPPORT/DRIVER	Garry B. Eugenio

In view that the performance of their activities may fall/extend to weekends and/or holidays, they shall be exempted from Annex A (A) (6) of the *Consolidated Guidelines, Policies and Documentary Requirements for the Processing, Obligation, and Payment of Expenses Incurred for Local Travel* dated July 25, 2017 and Item II (2) (d) of DA Administrative Order No. 02, Series of 2019, " *Guidelines on Local and Foreign Travels of the Officials and Employees of the Department of Agriculture pursuant to Executive Order No. 77, Series of 2019*".

They are entitled to transportation expense, per diem and incidental expenses that may be incurred in the performance of their functions, duties and responsibilities, chargeable against OSEC funds, subject to existing 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 5th day of May 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary



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