



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

Special Order

No. 585

Series of 2023

SUBJECT: CREATION OF PROJECT STEERING COMMITTEE AND PROJECT TECHNICAL WORKING GROUP IN THE IMPLEMENTATION OF COOPERATIVE THREAT REDUCTION INTEGRATING CONTRACT PHASE OF THE DEPARTMENT OF AGRICULTURE-BUREAU OF ANIMAL INDUSTRY

To ensure the smooth implementation of the Cooperative Threat Reduction Integrating Contract (CTRIC) Phase of the Department of Agriculture-Bureau of Animal Industry, a Project Steering Committee, Technical Working Group, and Secretariat are hereby created with the following members and functions:

I. Project Steering Committee (PSC)

Chair : Assistant Secretary for Operations
Vice Chair : Assistant Secretary for Regulations
Members : Director, Bureau of Animal Industry
Executive Director, National Meat Inspection Service
Director, Bureau of Agriculture and Fisheries Standards
Executive Director, Philippine Carabao Center
Regional Executive Director, Department of Agriculture-
Regional Field Office IVA

Functions:

1. Provide overall guidance to the Project Technical Working Group in the implementation of the project,
2. Monitor and assess the progress of the project implementation,
3. Meet as necessary to discuss the progress and other matters related to the project implementation, and
4. Recommend strategic policies and guidelines for the efficient implementation of the project.

II. Project Technical Working Group (TWG)

Chair : Chief, Veterinary Laboratory, Division, Bureau of
Animal Industry
Vice Chair : Chief, Regional Animal Disease Diagnostic Laboratory,
DA RFO IVA
Members : Chief, Animal Disease Diagnosis Reference Laboratory,
Bureau of Animal Industry
Chief, Animal Health and Welfare Division, Bureau of
Animal Industry



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Chief, National Veterinary Quarantine Services
Division, Bureau of Animal Industry
Chief, Center for Transboundary Animal Diseases,
Central Luzon State University

Functions:

1. Coordinate with the United States Defense Threat Reduction Agency (USDTRA) relating to the project implementation;
2. Prepare quarterly, semi-annual, annual, and terminal reports of the projects;
3. Identify and prepare the list of laboratory equipment, apparatuses, reagents, and other supplies and materials that will be needed in operating the laboratory for one year;
4. Prepare multi-year budget plan for the post-implementation of the project; and
5. Perform other tasks as assigned by the Project Steering Committee.

III. Secretariat

The Bureau of Animal Industry shall provide Secretariat to the PSC and the TWG. As such, the Secretariat shall keep all record, references, and all other documents relevant to this project. As appropriate, the Secretariat shall also develop and maintain an online document filing, tracking, and archiving system for this project.

All expenses in the conduct of the meeting such as food, supplies and materials and other incidental expenses are chargeable against funds of the Bureau of Animal Industry while travelling and per diems of members are chargeable against their respective offices' funds, subject to accounting and auditing rules and regulations.

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

Done this 15th day of May 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary



DA-CO-ASECO-SO20230502-00018