



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

SPECIAL ORDER

No. 655
Series of 2023

SUBJECT : AUTHORITY TO CONDUCT THE TRAINING WORKSHOP ON THE FUNCTIONALITY AND UTILIZATION OF THE INDIVIDUAL PERFORMANCE EVALUATION PROFILE – ACCOMPLISHMENT REPORTING SYSTEM AND PERFORMANCE EVALUATION REVIEW COMMITTEE (PERC) MODULE OF THE WORK MANAGEMENT SYSTEM OF DA-PRDP

In the exigency of service, the Philippine Rural Development Project (PRDP) is hereby authorized to conduct the Training Workshop on the Functionality and Utilization of the Individual Performance Evaluation Profile – Accomplishment Reporting System and Performance Evaluation Review Committee (PERC) Module of the Work Management System of DA-PRDP on May 29 to June 2, 2023 in Region 7.

The objective of the work management system is to **digitalize and automate processes** in iPEP preparation, target and timeline setting of deliverables, submission, monitoring and evaluation of outputs and/or performance. The system will also provide functionality to link accomplishment reporting based on the approved iPEP with automated scoring and generation of reports.

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

PRDP OFFICE	No. of Participants (Head/Alternate/Representative)	
	National Project Coordination Office (NPCO)	Project Support Offices (4 PSOs)
Project Director	2	4
Deputy Project Director	3	8
I-PLAN	2	8
I-BUILD	2	8
I-REAP	2	8
I-SUPPORT	2	
Economics	2	4
Finance	2	8

Accounting	2	4
Budget	2	4
SES	2	8
InfoACE	2	8
Procurement	2	8
GGU	2	8
M&E	2	8
Admin	4	8
Admin Support / Secretariat / Logistics	11	
Total	46	104

The expenses to be incurred for food, accommodation and transportation (official and/or rental vehicles) of the assessment, coordination, training and workshop amount of PhP 2,200.00 per pax/day shall be charged to the PRDP funds, while the transportation expenses and per diem of the participants shall be charged to their respective offices, subject to availability of funds and the usual government accounting and auditing rules and regulations.

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

Done this 26th day of May 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary



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