



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

**SPECIAL ORDER**

No. 839

Series of 2023

**SUBJECT : AUTHORITY TO CONDUCT THE COA ORIENTATION /  
WORKSHOP ON FINANCIAL MANAGEMENT OPERATIONS  
GUIDELINES FOR SECOND ADDITIONAL FINANCING FOR  
PHILIPPINE RURAL DEVELOPMENT PROJECT (PRDP-AF2)**

In the exigency of the service, the Philippine Rural Development Project (PRDP) is hereby authorized to conduct the COA Orientation / Workshop on Financial Management Operations Guidelines for Second Additional Financing for Philippine Rural Development Project (PRDP-AF2) on **July 24 to 28, 2023** in **Davao**.

This Orientation/Workshop on PRDP Financial Management Operations Guidelines will ensure the readiness in financial management of the program implementers and to be able to meet the financial requirements of the PRDP, the Commission on Audit (COA) and the World Bank (WB). It would serve as a ready reference in implementing, accounting for, and reporting on the operations of the Project. The Project is to be implemented by the National Project Coordination Office (NPCO), Project Support Offices (PSOs) and Regional Project Coordination Offices (RPCOs) of the Department of Agriculture, Local Government Units (LGUs) and Proponent Groups.

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

Office/Unit	Position/Designation	No.
<b>National Project Coordination office</b>		
ODPD	Deputy National Project Director	1
	Compliance Officer	2
I-SUPPORT	Unit/Alternate	2
Finance Unit	Finance Unit Head	1
	Alternate Finance Unit Head	1
	Financial Analyst III, II and I	3
Accounting Unit	Unit/Alternate Unit Head/Accountant	3
Budget Unit	Unit/Alternate Unit Head/Budget Specialist / Budget Analyst	2

I PLAN Component	Component/Alternate Component Head	1
Infrastructure Development Component	Component/Alternate Component Head	1
Enterprise Development Component	Component/Alternate Component Head	1
<b>Project Support Offices</b>		
Luzon A, Luzon B, Visayas and Mindanao	Finance (2 participants per PSO)	8
	Accounting (2 participants per PSO)	8
	Budget (1 participant per PSO)	4
	Component Head - I PLAN (1 participant per PSO)	4
	Component Head - Infrastructure Development (1 participant per PSO)	4
	Component Head - Enterprise Development (1 participant per PSO)	4
NPCO, PSO Mindanao	Admin Support	10
NPCO, PSOs and RPCOs	COA Auditors	40
<b>Total</b>		<b>100</b>

All expenses to be incurred during the activity such as food, venue and accommodation in the amount of Php 2,200.00 per participant and transportation (van rental) during the orientation/workshop shall be charged against the PRDP NPCO funds, while the transportation expenses and per diem of the participants shall be charged to their respective offices, subject to its availability and the usual government auditing and accounting 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 8th day of July 2023.

**DOMINGO E. PANGANIBAN**  
Senior Undersecretary



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