



Masaganang Agrikultura
Maunlad na Ekonomiya

Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

NO. 943

Series of 2023

SUBJECT : AUTHORITY FOR THE LEGAL SERVICE TO CONDUCT A PLANNING WORKSHOP TO BE HELD IN REGION IV-A ON SEPTEMBER 27 - 29, 2023

Pursuant to the Administrative Code of 1987, the Legal Service of the Department of Agriculture is mandated to provide legal advice to the Department, Regional Offices, Bureaus and some attached Agencies and Corporations (collectively, the "agency"); interpret laws and rules affecting the operation of the agency; review contracts and instruments to which the agency is a party; assist in the promulgation of rules governing the activities of the agency, assist the Solicitor General or act as their principal counsel in suits involving the agency, its officers, or employees, and perform such other functions as may be provided by law, among others.

The Rationalization Plan of this Department, which was approved on July 19, 2013, has expanded further the scope of work, duties, and responsibilities of the Legal Service. Consequently, there is a need to ensure that the Office personnel remains equipped with skills that are necessary for the effective delivery of services and efficient processes. To be able to attain such objective and to capacitate the said office, the conduct of a workshop is in order. Hence, the Legal Service is authorized to conduct a Planning Workshop to be held in Region IV-A on September 27 - 29, 2023.

The workshop further aims to accomplish the following:

1. Assess and review the performance of the Legal Service;
2. Draft the requirements and material inputs on records management policies, procedures, and protocols for the preparation of the Legal Service Handbook;
3. Prepare the guidelines/ process flow on the review of Fishpond Lease Agreements (FLA) in compliance with RA No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018.

The authorized participants in the said activity are the following:

Office	No. of Participants
DA-Legal Service	20
Resource Speakers	5
TOTAL	25

All expenses to be incurred in the conduct of this activity such as food and accommodation, supplies and materials, transportation and other related expenses shall be charged against the Legal Service funds, subject to the usual government accounting and auditing rules and regulations.

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

Done this 10th day of August 2023.


DOMINGO F. PANGANIBAN
Senior Undersecretary



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