



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman 1100 Quezon City  
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**SPECIAL ORDER**  
No. 1339  
Series of 2023

**SUBJECT: CREATION OF AD HOC COMMITTEES FOR THE PREPARATION AND CONDUCT OF THE CY 2023 CORN AND CASSAVA CLUSTER MANAGEMENT EXCELLENCE AWARDING (CCMEA) CEREMONY**

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In the interest of service and to ensure the orderly flow and success of the awarding ceremony of the 2023 Corn and Cassava Cluster Management Excellence Award, the following committees are hereby created and shall be composed respectively of the following:

**A. National Steering Committee – CCMEA AWARDS**

Chairperson	:	Arnel V. De Mesa Assistant Secretary for Operations, DA
Vice-Chairpersons	:	U-Nichols A. Manalo, OIC-FOS, NCP Dir. Remelyn R. Recoter, ATI
Members	:	Dr. Candido B. Damo, Corn Program Dir. Antonieta J. Arceo, ATI Ms. Nemielynn P. Pangilinan, ATI Ms. Sherrie C. Dreje, ATI Ms. Hershey M. Turda, ATI Mr. Manuel M. Dimalaluan, ATI Dir. Junibert E. De Sagun, AMAS Ms. Irish Joan O. Ativo, AMAS Ms. Cheryl C. Suarez, AFID Ms. Adora D. Rodriguez, AFID Ms. Florencia M. Garcia, AFID Dir. Junel B. Soriano, BAR Dr. Rhea D. Desalesa, BAR Dir. Gerald Glenn F. Panganiban, BPI Ms. Aileen D. Agcaoili, BPI Dir. Gina P. Nilo, BSWM Mr. Wilfred Ace R. Abarro II, BSWM Ms. Lorna A. Villegas, FPCMD Ms. Virginia V. Villa, FPCMD Mr. Rodolfo N. Panganiban, FPOPD Ms. Rosel L. Parado, FPOPD



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Ms. Lorry B. De Jesus, FPOPD  
Mr. Harvey D. Ramos, FPOPD  
Dir. Juliet E. Opulencia, PCAF  
Dr. Norberto D. Nival, PCAF

The NSC shall provide the over-all guidance and supervision to the various Sub-Committees for the effective conduct of the CY 2023 CCMEA Awards.

### B. National Secretariat

Team Leader	:	Ms. Nemielynn P. Pangilinan, ATI
Members	:	Ms. Sherrie C. Dreje, ATI Ms. Hershey M. Turda, ATI Ms. Shandee Fay O. Catimbang, ATI Mr. Manuel M. Dimalaluan, ATI Mr. Jomar O. Tabor, ATI Mr. McAlter D. Lanzon, ATI Mr. John Carl Ace B. Velez, ATI Mr. Justin Paolo D. Interno, ATI Ms. Rosel L. Parado, FPOPD Ms. Lorry B. De Jesus, FPOPD Ms. Kristine G. Soriano, FPOPD Mr. Harvey D. Ramos, FPOPD Ms. Leilani Joy M. Casvera, FPOPD Ms. Riciena Louise Z. Bulingot, FPOPD

The National Secretariat shall:

- a. Plan and direct the activities;
- b. Prepare and disseminate minutes of the meeting;
- c. Keep all records of the awardees;
- d. Follow up budget, supplies and fund liquidations;
- e. Handle protocols and amenities

### C. Program and Invitation Committee

Chairperson	:	Dr. Candido B. Damo, DA-Corn Program
Vice-Chair	:	Ms. Cheryl C. Suarez, DA-AFID



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Members	:	Ms. Adora D. Rodriguez, DA-AFID Ms. Florencia M. Garcia, DA-AFID Ms. Helen A. Gales, DA-AFID Mr. Gian Carlo Luague, DA-AFID Ms. Rosel L. Parado, FPOPD Mr. Joeven C. Calasagsag, ATI
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The Program and Invitation Committee shall plan the sequence of events/activities for the whole duration of the awarding ceremony, prepare the lay-out and design of the program, responsible for the program proper and identify the guest speakers as well as the masters of ceremony. Also, the Committee shall be in-charge in sending all communications and invitations to the identified speakers and attendees, as well as preparing the confirmation list for the speakers and attendees.

#### **D. Food and Accommodation Committee**

Chairperson	:	Dir. Antonieta J. Arceo, ATI
Vice-Chairperson	:	Ms. Sherrie C. Dreje, ATI
Members	:	Engr. Jay Ferson R. Delgado, FPOPD Engr. James Anthony F. Bacara, FPOPD Mr. Jomar O. Tabor, ATI Mr. Justin Paolo D. Interno, ATI

The Food and Accommodation Committee will be in charge of the preparation and distribution of food as well as accommodation of the participants during the event.

#### **E. Awards Committee**

Chairperson	:	Mr. Joeven C. Calasagsag, ATI
Members	:	Ms. Nemielynn P. Pangilinan, ATI Ms. Hershey M. Turda, ATI

The Awards Committee shall be responsible for the procurement and distribution of the plaques, medals, tokens and other awards during the awarding ceremony.



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#### F. Tokens Committee

Chairperson	:	Ms. Cheryl C. Suarez (DA-AFID)
Members	:	Ms. Florencia M. Garcia, DA-AFID Ms. Helen A. Gales, DA-AFID Ms. Perla Flores, DA-AFID Ms. Shandee Fay O. Catimbang, ATI Mr. McAlter D. Lanzon, ATI

The Tokens Committee shall be responsible for the procurement and distribution of tokens during the awarding ceremony.

#### G. Publicity, Promotions, and Documentation Committee

Chairperson	:	Ms. Cheryl C. Suarez (DA-AFID)
Vice Chair	:	Mr. Joeven C. Calasagsag, ATI
Members	:	Ms. Florencia M. Garcia, AFID Ms. Helen A. Gales, AFID Ms. Kristel Joyce Merle, AFID Ms. Iris O. Ativo, AMAS Ms. Virginia V. Villa, FPCMD Ms. Riciena Louise Z. Bulingot, FPOPD Ms. April Joy S. Padilla, FPOPD Dr. Rhea D. Desalesa, BAR

The Publicity, Promotion, and Documentation Committee shall be responsible for the promotion and publicity in all media forms, preparation of press releases, attend to all media concerns as well as photo and video documentation during the awarding ceremony.

#### H. Venue, Physical Arrangement and Transportation Committee

Chairperson	:	Ms. Arlene S. Nilo, ATI
Members	:	Ms. Virginia V. Villa, FPCMD Mr. Ace Wilfred R. Abarro, II, BSWM Mr. Justin Paolo D. Interno, ATI Mr. Jomar O. Tabor, ATI Mr. Manuel M. Dimalaluan, ATI



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The Venue, Physical Arrangement and Transportation Committee shall be responsible for the physical set up of the venue and over-all coordination for the transportation from the airport to and from ATI-RDEC of awardees and regional delegates.

### I. Ushering and Reception Committee

Chairperson	:	Ms. Rosel L. Parado, FPOPD
Vice-chairperson	:	Ms. Leilani Joy M. Castuera, FPOPD
Members	:	Ms. Kristine G. Soriano, FPOPD Ms. Jhean Laila Sinfuego, FPOPD Ms. April Joy S. Padilla, FPOPD Ms. Maria Geralyn Lopez, FPOPD Ms. Shandee Fay O. Catimbang, ATI Mr. John Carl Ace B. Velez, ATI Mr. McAlter D. Lanzon, ATI Mr. Justin Paolo D. Interno, ATI

The Ushering and Reception Committee shall be responsible in assisting the participants, guest and attendees in their respective seat assignments and provide the necessary security protocol if needed.

### J. REGISTRATION COMMITTEE

Chairperson	:	Ms. Nemielynn P. Pangilinan, ATI
Members	:	Dr. Norberto A. Nival, PCAF Mr. Rodolfo N. Panganiban, FPOPD Mr. Manuel M. Dimalaluan, ATI Ms. Lorry B. De Jesus, FPOPD Mr. Harvey D. Ramos, FPOPD Ms. Hershey M. Turda, ATI Ms. Rolaine R. Odulio, ATI

The Registration Committee shall be responsible for the registration of the participants during the event.



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## K. FINANCE COMMITTEE

Chairperson	:	Ms. Arlene S. Nilo, ATI
Vice Chair	:	Ms. Editha S. Vinuya, ATI
Members	:	Ms. Joan E. Singson, ATI Ms. Leonila D. Caiz, ATI

The Finance Committee shall be responsible for the consolidation of financial and other supporting documents to expedite the obligation and disbursement of funds for the CCMEA awarding ceremony.

All expenses to be incurred by the members of the ad hoc committees in the performance of their above-mentioned duties and responsibilities are chargeable against the Corn Program funds and/or to their respective offices, subject to the usual accounting and auditing rules and regulations.

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

Done this 3rd day of November, 2023.

**DOMINGO F. PANGANIBAN**  
Senior Undersecretary



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