



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 05

Series of 2024

SUBJECT: DESIGNATION OF UNDERSECRETARY MERCEDITA A. SOMBILLA AS UNDERSECRETARY FOR DA BUREAUS

In the exigency of service, **UNDERSECRETARY MERCEDITA A. SOMBILLA** is hereby designated as **UNDERSECRETARY FOR DA BUREAUS**.

As such she shall perform the following functions, duties and responsibilities:

1. Advise and assist the Secretary in the promulgation of issuances to the DA Bureaus;
2. Exercise supervision over DA Bureaus in the execution of their functions;
3. Oversee operational activities of the DA Bureaus;
4. Oversee the coordination of the programs and projects of the DA Bureaus with other DA Offices;
5. Undertake review and evaluation of the plans, projects and activities of DA Bureaus;
6. Represent the Secretary in meetings and other official engagements of the DA Bureaus as instructed by the Secretary; and
7. Perform such other functions as may be delegated by the Secretary.

She is entitled to RATA, travelling expenses, per diems, and incidental expenses in the performance of her functions, duties and responsibilities in view of the designation, chargeable against OSEC funds, subject to existing accounting and auditing rules and regulations.

All officials and employees of the Department, including its Bureaus, Attached Agencies and Corporations, and DA-Regional Field Offices are hereby advised of this designation and directed to give their full support and cooperation to Undersecretary Sombilla in the performance of her duties and responsibilities.

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 2nd day of JANUARY 2024.

FRANCISCO P. TU LAUREL JR.
Secretary



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