



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

NO. 195

Series of 2024

SUBJECT: AUTHORITY TO CONDUCT THE FY 2024 AMAS-AMAD QUARTERLY ASSESSMENT AND PLANNING WORKSHOPS, AND FY 2025 BUDGET EXECUTION DOCUMENTS (BEDS) PREPARATION WORKSHOP

In the interest of service and for the effective implementation of its programs, projects, and activities, the Department of Agriculture - Agribusiness and Marketing Assistance Service (DA-AMAS) and the DA Regional Field Offices - Agribusiness and Marketing Assistance Divisions (DA-RFOs-AMADs) are hereby authorized to conduct the FY 2024 AMAS-AMAD Quarterly Assessment and Planning Workshops, and FY 2025 Budget Execution Documents (BEDs) Preparation Workshop on the following schedules and venue:

Workshop Title	Date	Venue	Fund Source
AMAS-AMAD 1st Quarter Assessment and FY 2025 Planning Workshop	April 15-19, 2024	Region II	DA-RFO II
AMAS-AMAD 2nd Quarter Assessment Workshop	July 15-19, 2024	Region XIII	DA-RFO XIII
AMAS-AMAD FY 2025 BEDs Preparation Workshop	September 16-20, 2024	Region XI	DA-RFO XI
AMAS-AMAD 3rd Quarter Assessment Workshop	October 21-25, 2024	Region X	DA-RFO X
AMAS-AMAD 4th Quarter Assessment and FY 2026 Planning Workshop	December 2-6, 2024	CAR	DA-RFO CAR

The above-mentioned workshops aim to:

1. Review the AMAS-AMAS FY 2024 Quarterly Physical and Financial Performance;
2. Discuss, review, and strategize the implementation of AMAS-AMAD PAPs;
3. Identify and assess operational and administrative issues/concerns, and come up with remedial actions/recommendations to enhance the implementation of programs and projects;
4. Discuss strategies on how to strengthen the monitoring of AMAS-AMAD PAPs;
5. Prepare the FY 2025 Plan and Budget Proposal during the AMAS-AMAD 1st Quarter Assessment and FY 2025 Planning Workshop

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7. Prepare and finalize the AMAS-AMADs BEDSs 1, 2, and 3 during the AMAS-AMAD FY 2025 BEDs Preparation Workshop; and
8. Conduct site visits to the beneficiaries of DA-AMAS/DA-RFO-AMADs programs and projects, and document their best practices.

The participants from the following offices are hereby authorized to attend:

PARTICIPANTS	NUMBER OF PAX
Office of the Secretary	3
Office of the Assistant Secretary for Consumer Affairs	3
Agribusiness and Marketing Assistance Service	
Office of the Director	3
Market Development Division	5
Agribusiness Promotion Division	5
Agribusiness Industry Support Division	5
AMAS Secretariat	6
DA-Banner Programs	
Halal Food Industry Development Program	1
High Value Crops Program	1
National Rice Program	1
National Livestock Program	1
National Organic Agriculture Program	1
Planning and Programming Division	1
Monitoring and Evaluation Division	1
Budget Division	1
Accounting Division	1
Special Projects Coordination and Management Assistance Division	1
Agribusiness and Marketing Assistance Divisions	30
Host Region Officials	3

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Host Region Secretariat	6
Drivers	6
TOTAL	85

Expenses to be incurred in the conduct of the activities such as payment for venue/training facilities, food, accommodation, vehicle rental, supplies and materials, and other incidental expenses shall be chargeable against the funding source as indicated above, while traveling expenses and per diems of participants are chargeable against the funds of 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 be considered revoked upon completion of the event. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 13th day of February, 2024.


FRANCISCO P. TIU LAUREL JR.
 Secretary 



DA-CO-AMAS-SQ20240116-00003

