



Republic of the Philippines
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SPECIAL ORDER

No. 243

Series of 2024

SUBJECT : CREATION OF A COMMITTEE FOR THE DEPARTMENT OF AGRICULTURE'S CELEBRATION OF THE NATIONAL WOMEN'S MONTH IN MARCH 2024

In the interest of service, and to ensure the success of the Department of Agriculture's celebration of the National Women's Month in March 2024, a Committee is hereby created and shall be composed of:

Chairperson : AGNES CATHERINE T. MIRANDA
Undersecretary and Chairperson of Gender and
Development Focal Point System (GAD FPS)

Vice-Chairpersons: ATTY. GENEVIEVE E. VELICARIA-GUEVARRA
Assistant Secretary and Vice Chairperson of GAD FPS

JAMES A. LAYUG
Assistant Secretary and Vice Chairperson of GAD FPS

Secretariat: GAD FPS Secretariat

SUB-COMMITTEES:

- A. Program : KAREN S. MARTE
Head, GAD FPS Secretariat
Chief, MED
- B. Photo/Video : CHERYL C. SUAREZ
Documentation,
Promotion, Exhibit,
Printing of Program, and
Sound System
Chief, AFID
- C. Special Events : JUNIBERT E. DE SAGUN
(Agri-Products, Exhibits,
Bazaars, Tiangge and etc.)
Director, AMAS

For Crops:

- National Rice Program
- National Corn Program
- High-Value Crops Development Program

For Livestock:

- National Livestock Program
- Bureau of Animal Industry
- National Dairy Authority
- Philippine Carabao Center

For Fisheries:

- Bureau of Fisheries and Aquatic Resources
- Philippine Fisheries Development Authority
- National Fisheries Research and Development Institute

National Organic Agriculture Program

- D. Finance, Ways and Means : TELMA C. TOLENTINO
Undersecretary-designate for Finance
- E. Food and Reception : JESSAMIN B. ARANAS
Officer-In-Charge, Personnel Division
- F. Physical Arrangement : RONALD C. PAMITTAN
Chief, GSD

FUNCTIONS OF SUB-COMMITTEES:

a. Program Committee

This committee shall be responsible for preparing the overall concept and program of activities, inviting Resource Persons and participants, as well as monitoring the progress of all preparatory activities for the event.

b. Photo/Video Documentation, Promotion, Exhibit, Printing of Program, and Sound System Committee

This committee shall be responsible for preparing the Information, Education, and Communication (IEC) materials needed by all the sub-committees and shall be in charge of the exhibition materials, design layout and documentation.

c. Special Events Committee (Agri-Products, Exhibits, Bazaars, Tiangge and etc.)

This committee shall be responsible for facilitating the exhibits, bazaar, and coordinating with the concessionaires including the physical set-up of the exhibit/booths of the concessionaires during the event.

d. Finance, Ways and Means Committee

This committee shall be responsible for ensuring the proper flow of financial documents and procurement of all the items needed for the event.

e. Food and Reception Committee

This committee shall be responsible for the preparation of the food needed for the event as well as in charge of coordinating the provision of accommodation for the guests, as necessary.


f. Physical Arrangement Committee

This committee shall be responsible for providing security and enforcing protocols on the conduct of activities and shall be in charge of providing technical assistance during the event.

All expenses for the celebration of the National Women's Month shall be charged to the respective GAD budget of the concerned office in accordance with Section 43 of the Magna Carta for Women, which provides that each office is mandated to allocate at least five percent (5%) of its total agency appropriation to activities supporting GAD Plans and Programs, subject to existing government accounting and auditing 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 15th day of February 2024.


FRANCISCO P. TIUL LAUREL JR.
Secretary

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