



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474

SPECIAL ORDER

No. 325

Series of 2024

SUBJECT: DESIGNATION OF KEY OFFICERS TO BE LODGED UNDER THE OFFICE OF THE UNDERSECRETARY FOR SPECIAL CONCERNS AND FOR OFFICIAL DEVELOPMENT ASSISTANCE (ODA) – FOREIGN AIDS/GRANTS (OUS-SC&ODA)

In the interest and exigency of service, **ENGR. ARNEL V. DE MESA, CESO III**, Assistant Secretary and DA Spokesperson, is hereby designated as **ASSISTANT SECRETARY FOR SPECIAL CONCERNS AND FOR ODA – FOREIGN AID/GRANTS**, in concurrent capacity with his other functions.

As such, he shall provide the necessary initiative and support to the OUS-SC&ODA and ensure the achievement of the goals thereof. He shall be supported by technical and administrative staff, and shall be guided by the following objectives:

1. To lead the identification and coordination of project proposals for possible grant, aid and/or loan from ODA or institutional donors and potential partners.
2. To oversee the implementation, monitoring and evaluation of projects approved as grant, aid or loan by funding donors, with the exception of the PRDP, MIADP and FISHCORE.
3. To oversee the development and implementation of agricultural policies and projects aimed at improving the quality of life of disadvantaged and cultural community groups, children, youth, persons with disability (PWD), senior citizens and elderly.
4. To oversee the initiative on matters identified by the Office of the Secretary as a special concern, including the identification, verification and approval of project proposals for the Farm-to-Market Roads (FMR) Program of the DA under the General Appropriations Act.

Further, in the exigency of service, **MR. FERNANDO D. FLORES**, Director IV, Project Development Service (PDS), is hereby designated as **OFFICER-IN-CHARGE, OFFICE OF THE DIRECTOR FOR ODA**, in concurrent capacity as the Director for the PDS. As such, he shall report to the Office of the Assistant Secretary for Special Concerns & ODA, and shall be supported by technical and administrative staff in the performance of the following functions:

1. To facilitate the identification and packaging of agri-fishery projects to be funded by ODA;



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474

2. In coordination with the concerned DA offices, to oversee and synchronize the activities of ODA/Foreign-Assisted Projects (FAPs) with the regular Programs, Projects and Activities of the Department to ensure efficiency and effectiveness of all ODA projects, with the exception of the PRDP, MIADP and FISHCORE;
3. To streamline the ODA/FAPs, and ensure complementation of interventions, beneficiaries, purposes and goals;
4. In coordination with the concerned DA offices, to assist in the preparation of the budget and workplans of ODA/FAPs pursuant to the applicable existing laws, policies, and rules and regulations;
5. To assist the OUS-SC&ODA in the supervision of the implementation of ODA/FAPs;
6. To ensure the formulation and installation of appropriate management systems and procedures to include the issuance of operations, administrative, and implementation manuals of ODA/FAPs;
7. To coordinate with the concerned units/offices of the Department and other government agencies, and donor institutions on the project cycle activities of the ODA/FAPs; and
8. Perform such other tasks as may be directed by the Secretary, the Undersecretary or Assistant Secretary for Special Concerns & ODA.

Also, the **Gender Equality and Social Inclusion (GESI) Program Director MS. ANNRAY V. RIVERA** shall henceforth report to the Office of the Assistant Secretary for Special Concerns and ODA. She shall be supported by technical and administrative staff, and, in addition to its existing functions defined under Special Order No. 740, series of 2020, shall be tasked to perform the following:

1. Provide policy direction in mainstreaming the inclusion of disadvantaged and cultural community groups, women, children and youth, persons with disability (PWDs), senior citizens and the elderly in the various programs and projects of all DA Offices, Bureaus, Attached Agencies/Corporations;
2. Recommend the approval of and oversee the implementation of the programs and projects for women and gender equality, indigenous peoples, children and youth, PWDs, and the senior citizens and elderly;
3. Develop and review enabling systems, structures, and practices that improve the above-mentioned beneficiaries' livelihood and quality of life;
4. Facilitate the conceptualization, design, and implementation of DA projects and programs intended for the benefit of women and gender equality, indigenous peoples, children, PWDs and senior citizens;
5. Facilitate the participation of all DA Offices, Bureaus, Attached Agencies/Corporations in international and inter-agency programs and/or projects aimed at improving the quality of life of women, disadvantaged and cultural community groups, children and youth, PWDs, and senior citizens.
6. Develop the mechanism by which all DA Offices, Bureaus, Attached Agencies/Corporations periodically report their compliance and adherence to the



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474

policies, projects and programs established for the benefit of women, disadvantaged groups, indigenous peoples, children, PWDs and senior citizens; and

7. Perform such other tasks as may be directed by the Secretary, the Undersecretary or Assistant Secretary for Special Concerns & ODA.

Finally, **ENGR. ARNEL V. DE MESA, CESO III**, in addition to his above designation, is likewise designated as **OFFICER-IN-CHARGE, OFFICE OF THE DIRECTOR FOR INITIATIVE ON IDENTIFIED SPECIAL CONCERNS**, to be held concurrently with his other designations. Said office shall be supported by technical and administrative staff, and is charged with the following duties and functions:

1. Oversee the identification, prioritization and approval of project proposals for the FMR Program of the DA falling under the General Appropriations Act, excluding however the investigation on its validation, implementation, monitoring and evaluation which is under the purview of the Undersecretary for DA Inspectorate and Enforcement.
2. For matters identified and referred by the OSEC as a special concern: to provide the necessary initiative for the identification and assessment of issues, and recommend appropriate action for the resolution thereof, including the facilitation and coordination between or among the offices concerned.
3. Perform such other tasks as may be directed by the Secretary, the Undersecretary or Assistant Secretary for Special Concerns & ODA.

For the effective achievement of all the foregoing objectives and functions, the following offices are hereby directed to afford their full participation to the above offices:

Office of the Director for ODA	<ul style="list-style-type: none">• Project Development Service (PDS) – in so far as the coordination, identification and approval of project proposals for possible grant/aid/loan from ODA/institutional donors and potential partners are concerned.• Special Projects Coordination and Management Assistance Division (SPCMAD) – in so far as the implementation, monitoring and evaluation of projects approved as FAPs are concerned.• All existing and future FAPs, except the PRDP, MIADP and FISHCORE.
GESI Program Director	<ul style="list-style-type: none">• GAD Focal Point System (GAD-FPS)



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474

	<ul style="list-style-type: none">• Personnel, General Services and Human Resource Development Divisions – in so far as the development and implementation of agricultural policies and projects aimed at improving the quality of life of disadvantaged and cultural community groups, women, children, youth, persons with disability (PWD), senior citizens and elderly are concerned.• 4Ks, SAAD, and all other programs concerning the disadvantaged and cultural community groups, women, children and youth, PWDs, and senior citizens.
Office of the Director for Other Identified Special Concerns	<ul style="list-style-type: none">• Bureau of Agricultural and Fisheries Engineering (BAFE) – in so far as proposals for the FMR Program of the DA are concerned.• Such other concerned offices which may be identified and/or referred by the OSEC from time to time.


Accordingly, all the aforementioned participating offices are hereby directed to report to the appropriate office for matters and concerns falling thereunder as defined herein. For matters outside the scope of such offices, said participating offices and the personnel therein shall serve the same functions, duties and responsibilities currently assigned to them and shall thus remain under their current organizational structure.

The above officers shall be entitled to RATA, travelling expenses, per diem, and incidental expenses in the performance of their functions, duties and responsibilities as defined herein, chargeable against OSEC funds and/or other available funds, subject to existing accounting and auditing rules and regulations.

All officials and employees of the Department, including its Service Units, Bureaus, Attached Agencies and Corporations, and DA-Regional Field Offices are hereby advised of these constitutions, and directed to give their full support and cooperation to the same.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 4th day of March 2024.


FRANCISCO P. TIUA LAUREL, JR.
Secretary



DA-CO-OSEC-SO20240304-00177

