



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 495

Series of 2024

**SUBJECT : LADDERIZED TRAINING ON PROJECT DEVELOPMENT FOR AGRICULTURE AND FISHERIES RURAL DEVELOPMENT**

In the exigency of service, the Project Development Service (PDS) in partnership with the Food and Agriculture Organization of the United Nations (FAO) is hereby authorized to conduct the "Ladderized Training on Project Development for Agriculture and Fisheries Rural Development" for various DA Operating Units on the following dates and venues:

Session	Batch 1	Batch 2
Session 1: Technical Writing on Project Proposal Preparation	Date: May 20-24, 2024 Venue - Region VI	Date: June 3-7, 2024 Venue - Region X
Session 2: Financial Analysis	Date: June 17-21, 2024 Venue - Region IV-A	Date: June 24-28, 2024 Venue - Region IV-A
Session 3: Economic Analysis	Date: July 8-12, 2024 Venue - Region III	Date: July 15-19, 2024 Venue - Region III

The authorized participants in the Ladderized Training are representatives from the following offices:

Batch 1	
OFFICE	NO.
<b>Regional Field Offices</b> *2 participants per RFO (2, 3, 5, 6, 7)	<b>10</b>
<b>OSEC Services/Offices</b>	<b>13</b>
Agribusiness and Marketing Assistance Service (AMAS)	2
Special Projects Coordination and Management Assistance Division (SPCMAD)	2
Climate Resilient Agriculture Office (CRAO)	2
Information and Communications Technology Service (ICTS)	2
Public-Private Partnership Unit (PPPU)	2
Office of the Secretary (OSEC)	3
<b>Attached Agencies/Corporations</b>	<b>8</b>

Fertilizer and Pesticide Authority (FPA)	2
Philippine Center for Postharvest Development and Mechanization (PHILMECH)	2
National Meat Inspection Service (NMIS)	2
National Fisheries Research and Development Institute (NFRDI)	2
<b>Banner Programs/</b>	<b>10</b>
National Rice Program (NRP)	2
National Corn Program (NCP)	2
National Livestock Program (NLP)	2
National High-Value Crops Development Program (HVCDP)	2
National Convergence Initiatives (NCI)	2
<b>Technical/Secretariat</b>	<b>9</b>
Resource Person (RPs)	2
Project Identification and Evaluation Division (PIED)	4
Project Development Service- Office of the Director (PDS-OSD)	2
ICTS (technical)	1
<b>Total</b>	<b>50</b>

<b>Batch 2</b>	
<b>OFFICE</b>	<b>NO.</b>
<b>Regional Field Offices</b> <i>*2 participants per RFO (8-13)</i>	<b>12</b>
<b>Bureaus</b>	<b>14</b>
Agricultural Training Institute (ATI)	2
Bureau of Fisheries and Aquatic Resources (BFAR)	2
Bureau of Animal Industry (BAI)	2
Bureau of Soils and Water Management (BSWM)	2
Bureau of Plant Industry (BPI)	2
Bureau of Agricultural and Fisheries Engineering (BAFE)	2
Philippine Rubber Research Institute (PRRI)	2
<b>Attached Agencies/OSEC Services/Others</b>	<b>7</b>
Philippine Coconut Authority (PCA)	2
Food Development Center (FDC)	2
Undersecretary for Official Development Assistance (ODA)	2
Project Packaging and Resource Mobilization Division (PPRMD)	1
<b>Banner Programs</b>	<b>8</b>




Halal Program	2
Farm and Fisheries Clustering and Consolidation Program (F2C2)	2
National Organic Agriculture Program (NOAP)	2
National Urban and Peri-Urban Agriculture Program (NUPAP)	2
<b>Technical/Secretariat</b>	<b>9</b>
Resource Person (RPs)	2
Project Identification and Evaluation Division (PIED)	4
Project Development Service- Office of the Director (PDS-OSD)	2
ICTS (technical)	1
<b>Total</b>	<b>50</b>

All expenses to be incurred in Session 1 of Batch 1 and 2 of the Ladderized Training such as food, accommodation, venue, vehicle rental, honoraria, and travelling expenses of resource persons shall be chargeable against DA-OSEC funds while expenses to be incurred in Sessions 2 and 3 of Batch 1 and 2 shall be chargeable against FAO funds while travelling expenses and per diem shall be chargeable against the funds of their respective offices, subject to availability of funds and the usual 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 8<sup>th</sup> day of APRIL 2024.

  
**FRANCISCO P. TIULA LAUREL JR.**  
 Secretary A



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