



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. 558
Series of 2024

SUBJECT : AUTHORITY TO CONDUCT AND PARTICIPATE IN A SERIES OF CAPACITY DEVELOPMENT ACTIVITIES ON RESULTS-BASED MONITORING AND EVALUATION FOR SELECTED PLANNING, MONITORING AND EVALUATION OFFICERS OF THE DEPARTMENT


In the interest of service and pursuant to its mandate, the Monitoring and Evaluation Division of the Planning and Monitoring Service (PMS) is hereby authorized to spearhead a series of capacity development activities on Results-Based Monitoring and Evaluation (RBME) for selected Planning, Monitoring and Evaluation Officers of the Department of Agriculture. The list of activities and respective schedules, venues and participants is shown in attachment 1.

The aims of the activities are: (1) Enhance the competencies of selected DA Planning Monitoring and Evaluation (M&E) Officers in RBME; (2) Review/finalize program/project designs which include, among others – Theory of Change (TOC) and Logical Frameworks with accompanying Results indicators; and (3) Develop program/project M&E plans.

Travelling expenses and per diem of participants shall be charged against their respective offices while expenses in the conduct of the activity such as food, accommodation and other incidental expenses including professional fees and fares of the Resource Persons shall be chargeable against PMS funds, subject to the availability of funds and the existing government accounting and auditing rules and regulation.

This Order shall take effect immediately and shall be considered revoked upon the completion of the activity. All orders, memoranda, and issuance inconsistent herewith are deemed revoked.

Done this 17th day of April 2024.


FRANCISCO P. TIUL LAUREL JR.
Secretary A



DA-CO-PMS-SO20240408-00024

ATTACHMENT 1:

Activity	Schedule	Venue	No. of Participants
<p>Activity 1.1. Development of M&E Framework for the Department's 4-year plan</p> <p><u>Expected Output:</u> Draft M&E Framework</p>	<p>May 6-10, 2024</p>	<p>Region IV-A</p>	<p>(60)</p> <ul style="list-style-type: none"> ● Office of Usec for Policy, Planning and Regulations (2) ● Office of Asst Sec for Planning & Project Dev't (1) ● Office of the PMS Director (1) ● Office of the Secretary (3) ● Monitoring and Evaluation Division (18) ● Planning and Programming Division (16) ● Investment and Programming Division (11) ● Resource Persons (3) ● Secretariat (5)
<p>Activity 1.2. Consultation/ Validation Workshop on the M&E Framework for the Department's 4-year plan</p> <p><u>Expected Output:</u> Validated M&E Framework</p>	<p>May 27-31, 2024</p>	<p>Region IV-A</p>	<p>(85)</p> <ul style="list-style-type: none"> ● Office of Usec for Policy, Planning and Regulations (2) ● Office of Asst Sec for Planning & Project Dev't (1) ● Office of the PMS Director (1) ● Office of the Secretary (3) ● Monitoring and Evaluation Division (8) ● Planning and Programming Division (2) ● Investment and Programming Division (2) ● NAF Council representatives (10) ● RFOs (15), Bureaus (9), Attached Agencies (8), Attached Corporations (8), Banner Programs (7) ● Resource Persons (3) ● Secretariat (6)
<p><u>Activity 2.1. Strengthening the evaluability of Programs/Projects</u></p> <p>Batch 1: Corn, HVCD, and Livestock Programs, AMAS Modules 1-2: Overview of Results-</p>	<p>July 15-19, 2024</p>	<p>RFO III</p>	<p>(55)</p> <ul style="list-style-type: none"> ● Office of the PMS Director (1) ● Office of the Secretary (3) ● Monitoring and Evaluation Division (8)

<p>Based M&E and Designing High Quality Programs and Projects for the Agriculture and Fisheries Sector</p> <p>Expected Output: Draft Program/Project Theory of Change and Logical Framework</p> <p>Modules 3-4: Developing High Quality M&E Systems for the Agriculture and Fisheries Sector</p> <p>Expected Output: Draft M&E Plans</p>	<p>September 2-6, 2024</p>	<p>RFO IV-A</p>	<ul style="list-style-type: none"> ● Planning and Programming Division (2) ● Investment and Programming Division (2) ● Corn, HVCD, and Livestock Programs (2 each) ● AMAS (2) ● RFOs CAR, I to V (2 PMED, 1 Program Coordinator) ● Field Operations Service (2) ● Resource Persons (3) ● Secretariat (5)
<p>Activity 2.1. Strengthening the evaluability of Programs/Projects</p> <p>Batch 2: SAAD, Young Farmers Challenge, National Soil Health, NOAP</p> <p>Modules 1-2: Overview of Results-Based M&E and Designing High Quality Programs and Projects for the Agriculture and Fisheries Sector</p> <p>Expected Output: Draft Program/Project Theory of Change and Logical Framework</p> <p>Modules 3-4: Developing High Quality M&E Systems for the Agriculture and Fisheries Sector</p> <p>Expected Output: Draft M&E Plans</p>	<p>August 5-9, 2024</p> <p>Sept 23-27, 2024</p>	<p>RFO XI</p> <p>RFO VII</p>	<p style="text-align: center;">(60)</p> <ul style="list-style-type: none"> ● Office of the PMS Director (1) ● Office of the Secretary (3) ● Monitoring and Evaluation Division (8) ● Planning and Programming Division (2) ● Investment and Programming Division (2) ● SAAD, YFC, BSWM, NOAP (2 each) ● RFOs VI to XIII (2 PMED, 1 Program Coordinator) ● SPCMAD (2) ● Project Dev't Service (2) ● Resource Persons (3) ● Secretariat (5)
<p>Activity 2.1. Strengthening the evaluability of Programs/Projects</p> <p><u>Online Mentoring</u></p> <p>Expected Output: Enhanced Program/Project Theory of Change and Logical Framework</p> <p>Corn, HVCD, and Livestock Programs, AMAS</p> <p>SAAD, Young Farmers Challenge, National Soil Health, NOAP</p>	<p>August 12-16, 2024 (1 hour consultation per group)</p> <p>Sept 9-13, 2024 (1 hour consultation per group)</p>	<p>Online</p> <p>Online</p>	<ul style="list-style-type: none"> ● Office of the PMS Director ● Office of the Secretary ● Monitoring and Evaluation Division ● Planning and Programming Division ● Investment and Programming Division ● Corn, HVCD, Livestock, and NOA Programs, AMAS, SAAD, YFC, BSWM ● RFOs CAR, I to XIII ● Field Operations Service