



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

No. 639

Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT AND ATTEND THE 4K PROGRAM CY 2024 2nd QUARTER PERFORMANCE AND BUDGET UTILIZATION REVIEW**

The Performance and Budget Utilization Review (PBUR) is an essential to assess the performance of the 4K Program in CY2024 implementation. This would also identify key issues and concerns that need to be addressed in order to effectively manage the operationalization, strategize direction and implementation of the Program to provide efficient and relevant information for the oversight and other offices.

In view of this, the Kabuhayan at Kaunlaran ng Kababayang Katutubo (4K) Program is hereby authorized to conduct Workshop for the CY 2024 2nd Quarter PBUR in Region XIII on 24-28 June 2024.


The following are hereby authorized to participate in the activity:

Office/Region	Number of Participants
<b>Department of Agriculture – Central Office</b>	
Office of the Secretary	3
Office of the Undersecretary for Operations	2
Special Project Coordination and Management Assistance Division (SPCMAD)	2
Planning, Monitoring and Evaluation Division (MED)	2
Investment Programming Division (IPD)	2
<b>4K National Program Management Office (NPMO)</b>	
Program Director	1
Deputy Program Director	1
Admin and Finance Staff	3
Institutional Development Staff	3
Monitoring and Evaluation and Management Information System Staff	3
Agri-fishery Technology and Marketing Staff	4
<b>4K Regional Program Management Office (except Region VIII)</b>	
4K Focal Person	14
4K Report Officer/Staff	14
4K Caraga Staff	6
<b>Other Agency/Office</b>	
National Commission on Indigenous Peoples, Indigenous Peoples from Region XIII	5
<b>Total</b>	<b>65</b>

Expenses to the incurred such as facilities, food, accommodation, transportation, supplies and materials, and other incidental expenses shall be charged against the 4K RFO XIII funds, while travelling expense and per diem of the participants shall be chargeable against the fund of their respective offices, subject existing accounting and auditing rules and regulations.

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

Done this 3<sup>rd</sup> day of MAY 2024.

  
**FRANCISCO P. TIU LAUREL, JR.**  
Secretary **A**



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