



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

No. 640

Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT AND ATTEND SERIES OF ASSESSMENT ACTIVITIES FOR FY 2024 IMPLEMENTATION OF THE NATIONAL URBAN AND PERI-URBAN AGRICULTURE PROGRAM**

In the interest of service, the National Urban and Peri-urban Agriculture Program (NUPAP) is hereby authorized to conduct a **series of assessment activities this FY 2024 for the NUPAP on the following dates and venues, to wit:**

Activity	Date	Venue	Source of Funds	Number of Participants
1. FY 2024 Midyear Assessment	July 8-12, 2024	Region IV-B	DA-NUPAP	80
2. FY 2024 Year-end Assessment	December 9-13, 2024	Region IX	DA-NUPAP	80

Accordingly, the following NUPAP National Program Management Office (NPMO) personnel, Regional and Bureaus NUPAP Focal Persons and Report Officers, BPI-Office of the Director, and DA-Central Office personnel are hereby authorized to attend and participate in the activity:

AGENCY/OFFICE	NUMBER OF PARTICIPANTS
<b>OFFICE OF THE DIRECTOR OF THE BUREAU OF PLANT INDUSTRY (BPI), HVCDP, AND NUPAP DIRECTOR</b>	<b>9</b>
<b>NUPAP DEPUTY DIRECTOR</b>	<b>1</b>
<b>REGIONAL NUPAP FOCAL PERSONS AND REPORT OFFICERS</b>	<b>30</b>
DA RFO CAR	2
DA RFO I	2
DA RFO II	2
DA RFO III	2
DA RFO IV-A	2
DA RFO IV-B	2
DA RFO V	2
DA RFO VI	2
DA RFO VII	2
DA RFO VIII	2

DA RFO IX	2
DA RFO X	2
DA RFO XI	2
DA RFO XII	2
DA RFO XIII	2
<b>NUPAP-Program Management Office</b>	<b>21</b>
<b>BUREAU - NUPAP FOCAL PERSONS AND REPORT OFFICERS</b>	<b>8</b>
BPI	2
ATI	2
BAI	2
BAFE	2
<b>DA-CENTRAL OFFICE</b>	<b>11</b>
Planning and Programming Division	2
Monitoring and Evaluation Division	2
Budget Division	2
Accounting Division	2
Office of the Secretary	3
<b>TOTAL</b>	<b>80</b>

Expenses for the venue/training facilities, food, accommodation, supplies and materials, vehicle rental, and other incidental expenses shall be chargeable against the NUPAP funds while the traveling expense and per diem of participants are chargeable against their respective offices' funds, subject to the availability of funds and existing accounting and auditing rules and regulations.

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

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

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



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