



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

No. 762  
Series of 2024

**SUBJECT : DESIGNATION OF UNDERSECRETARY ALLAN Q. UMALI AS FOCAL OFFICER FOR MATTERS RELATED TO THE DIGITALIZATION PROGRAMS OF THE DEPARTMENT OF AGRICULTURE**

In the exigency of service and to ensure proper coordination and monitoring, **ALLAN Q. UMALI**, Undersecretary for Administration, is hereby designated as **Focal Officer** for matters related to the digitalization programs of the Department of Agriculture.


As such, Undersecretary Umali shall perform the following functions:

1. Spearhead and facilitate the coordination of various DA Offices with programs and projects involving digitalization;
2. Oversee the procurement, implementation, and monitoring of programs and projects involving digitalization in the Department;
3. Oversee and monitor the timely submission to the proper offices and completeness of all related documents such as Project Profiles, Work and Financial Plans, PPMPs, etc.
4. Perform other duties and responsibilities related to the effective and efficient implementation of digitalization of the Department as may be assigned by the Secretary.

He is entitled to traveling expenses, per diems, and incidental expenses that may be incurred in the performance of his duties and responsibilities in view of the designation, chargeable against the ICTS/OSEC funds subject to the existing government accounting and auditing rules and regulations.

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

Done this 30<sup>th</sup> day of MAY 2024.

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



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