



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
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SPECIAL ORDER

No. 820

Series of 2024

SUBJECT: DESIGNATION OF CARLOS C. CARAG AS ALTERNATE LEAD OF THE SURVEILLANCE TEAM RECONSTITUTED UNDER PRESIDENTIAL ADMINISTRATIVE ORDER NO. 20, SERIES OF 2024

The Presidential Administrative Order (PAO) No. 20, Series of 2024, *Further Streamlining Administrative Procedures and Policies, and Removing Non-Tariff Barriers on the Importation of Agricultural Products* reconstitute the Surveillance Team which is composed of DA, DTI, BOC, Philippine Competition Commission, DILG, DOJ, NBI and PNP. The Team is tasked to ensure the effective and efficient implementation of PAO No. 20, Series of 2024. The Secretary of Agriculture is the Lead of the Surveillance Team.

In the interest of service, **CARLOS C. CARAG**, Officer-In-Charge, Office of the Assistant Secretary for Inspectorate and Enforcement is hereby designated as **ALTERNATE REPRESENTATIVE OF THE SECRETARY, SURVEILLANCE TEAM**.

As such, he shall perform the following functions, duties and responsibilities in concurrent capacity with his regular functions, duties and responsibilities:

- Convene the Surveillance Team;
- Lead the implementation of the Order at the Department;
- Coordinate with the members of the Surveillance Team with regard to their measures;
- Lead the preparation and submission of the Quarterly Joint Team Report on the status of the implementation of the Order to the President through the Office of the Executive Secretary and IAC-IMO; and
- Perform such others as directed by the Secretary.

SECRETARIAT

The Secretary and OIC, Office of the Assistant Secretary for DAIE as Lead and Alternate Representative of the Secretary, Surveillance Team, respectively shall be supported by a Secretariat composed of the following:



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HEAD: **ATTY. JOMILA MAY B. FUGABAN**, Legal Staff, OSEC

ASSISTANT HEAD: **JERRY A. LORESCO**, Office of the Assistant Secretary for DA
Inspectorate and Enforcement (DAIE)

MEMBERS: **MAGNOLIA B. AGULLANA**, Office of the Assistant Secretary for
DAIE
EDEN B. BANIAGA, Office of the Assistant Secretary for DAIE
RONA N. ERESAM, Office of the Assistant Secretary for DAIE


The functions, duties and responsibilities of the Secretariat are as follows:

1. Submit regular reports to the Secretary through the Alternate of the Secretary, Surveillance Team;
2. Finalize the Notice of Meeting and Agenda for the approval of the Secretary or the Alternate of the Secretary, Surveillance Team;
3. Finalize the Minutes of the Meeting to be presented to the members of the Surveillance Team for their adoption and approval;
4. Ensure that the proceedings of meetings are confidential and well documented and in accordance with the Internal Procedures set forth by the Surveillance Team;
5. Coordinate with the members of the Surveillance Team or their representatives;
6. Serve as the repository of documents of the Surveillance Team;
7. Provide technical and administrative assistance to every meeting of the Surveillance Team;
8. Monitor and coordinate compliance/submission of deliverables of the members of the Surveillance Team; and
9. Perform other functions as directed by the Alternate Lead of the Secretary and members of the Surveillance Team and the Secretary.

They are entitled to travelling expenses, per diem, and incidental expenses in the performance of their functions, duties and responsibilities in view of their designations, chargeable against OSEC and other available funds, subject to existing 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 issuances inconsistent herewith are deemed revoked.

Done this 7th day of JUNE 2024.


FRANCISCO P. TIU LAUREL JR.
Secretary



DA-CO-OSEC-SO20240607-00423