



**SPECIAL ORDER**

No. 825  
Series of 2024

**SUBJECT : CREATION OF THE NATIONAL AND REGIONAL PROGRAM COORDINATION AND MANAGEMENT TEAM FOR THE IMPLEMENTATION OF THE AGRI-ENTREPRENEURSHIP CAPABILITY ENHANCEMENT ASSISTANCE (AECEA) OF THE FARMERS AND FISHERFOLK ENTERPRISE DEVELOPMENT PROGRAM (FFEDP) UNDER R.A. 11321 OR THE SAGIP SAKA ACT**

In the interest of service and in support to the implementation of the Agri-Entrepreneurship Capability Enhancement Assistance (AECEA) under Republic Act No. 11321, also known as the *Sagip Saka Act*, the National and Regional Program Coordination and Management Teams (PCMTs) are hereby created. The PCMTs shall oversee and ensure the efficient implementation of the Program at the national and regional levels, in accordance with the DA Memorandum Circular No. 47, Series of 2023, "*Implementing Guidelines for the Agri-Entrepreneurship Capability Enhancement Assistance (AECEA) under Republic Act No. 11321 (Sagip Saka Act)*" and its subsequent issuances.

Below are the composition and duties and responsibilities of the PCMTs:

**A. NATIONAL PROGRAM COORDINATION AND MANAGEMENT TEAM (NPCMT)**

**Oversight Official** : **Atty. Genevieve E. Velicaria-Guevarra, CESE**, *Assistant Secretary for Legislative Affairs, DLLO, and Consumer Affairs*  
**Head** : **Junibert E. De Sagun**, *Director, Agribusiness and Marketing Assistance Service (AMAS)*  
**Vice-Head** : **Anne Glyn F. Lisbo**, *Chief, AMAS- Agribusiness Investment Promotion Division (AIPD)*

**Duties and responsibilities:**

1. Perform oversight functions in ensuring efficient day-to-day implementation of the program in accordance with the existing guidelines and its subsequent issuances;
2. Provide overall guidance and directives to the NPCMT- Technical Team and RPCMT in conducting activities as part of the program implementation process;
3. Recommend strategic policies for efficient program implementation; and
4. Perform other related functions as directed by the Secretary.

**Technical Team:**

**Leader** : **Ludivina B. Rueda**, *Supervising Agriculturist*  
**Co-Leader** : **Danica C. Cunanan**, *Market Specialist II*  
**Members** : **Zairon Raymond S. Reyes**, *Market Specialist III*  
**Maria Fay Anne C. Caisip**, *Market Specialist III*

Administrative Support : **Christine L. Francisco**, *Market Specialist I*  
**Jecelle M. Ceniza**, *Market Specialist I*  
**Jhunessa V. Inguito**, *Administrative Assistant II*

**Duties and Responsibilities:**

1. Evaluate the eligibility of the proponents and the submitted proposals based on the criteria and requirements stipulated in MC No. 47, Series of 2023;
2. Verify the completeness of the submitted documentary requirements in accordance with MC No. 47, Series of 2023;
3. Coordinate with the RPCMT on matters related to the program implementation;
4. Coordinate with the RPCMT regarding the conduct of enterprise profiling, assessment, and training activities;
5. Facilitate programming and proposal preparation for the program;
6. Provide technical assistance to the FFEs and AFEs as program beneficiaries;
7. Conduct monitoring and evaluation, prepare, and submit the necessary reports to the Head and Vice-Head;
8. Maintain a database of FFEs/AFEs assisted by the program and those with requests for assistance; and
9. Perform other related functions as directed by the NPCMT.

**B. REGIONAL PROGRAM COORDINATION AND MANAGEMENT TEAM (RPCMT)**

**Head** : Regional Executive Director (RED)  
**Vice-Head** : Regional Technical Director (RTD) designated by the RED  
**Technical Team** : Representatives from the Agribusiness and Marketing Assistance Division (AMAD)

**Duties and responsibilities:**

1. Perform oversight functions in ensuring efficient day-to-day implementation of the program in their respective region, in accordance with the existing guidelines and its subsequent issuances;
2. Coordinate with the NPCMT all matters concerning the program implementation;
3. Facilitate the conduct of enterprise profiling, assessment, and training activities;
4. Evaluate the eligibility of the proponents and the submitted proposals based on the criteria and requirements stipulated in MC No. 47, Series of 2023;
5. Verify the completeness of the submitted documentary requirements in accordance with MC No. 47, Series of 2023;
6. Conduct monitoring and evaluation, prepare, and submit the necessary reports to the NPCMT;
7. Maintain a database of FFEs/AFEs assisted by the program and those with requests for assistance in their respective region; and
8. Perform other related functions as directed by the NPCMT.

As such, all REDs shall issue the necessary Special Order or any equivalent document for the designation of RPCMT members in their respective region.



All expenses to be incurred in the performance of the duties and responsibilities of the NPCMT and RPCMT shall be charged against AMAS and RFO funds, respectively, subject to existing accounting and auditing rules and regulations.

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

Done this 7<sup>th</sup> day of JUNE 2024.

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



DA-CO-AMAS-SO20240220-00011

