



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

No. 1024  
 Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT/HOST AND PARTICIPATE THE 11<sup>TH</sup> BIMP-EAGA AGRIBUSINESS CLUSTER MEETING ON SEPTEMBER 9-13, 2024, AND THE CREATION OF TECHNICAL WORKING GROUP FOR THE PURPOSE**

In the exigency of the service and in pursuant of the Department's commitment under the Brunei Darussalam-Indonesia-Malaysia-Philippine East Asia Growth Area (BIMP-EAGA), authority is hereby granted for the hosting of the 11<sup>th</sup> BIMP-EAGA Agribusiness Cluster Meeting on September 9-13, 2024 (including pre and post event activities) in Butuan City.

Relative to this, officials and staff from the following offices are authorized to attend the abovementioned activity:

Office	No. of Pax
DA Central Office	
• Office of the Secretary	3
• Office of the Undersecretary for Operations and Agri-Fisheries Mechanization	2
• Office of the Undersecretary for the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM)	1
• Office of the Assistant Secretary for Legislative Affairs, Department Legislative Liaison Officer (DLLO) and Consumer Affairs	1
• Office of the Assistant Secretary for Export Development	1
• Office of the PRS Director	1
• Office of the FOS Director	1
• Office of AMAS Director	2
• IAD	1
• AMAS Staff	7
DA-RFO XIII (RED/RTDs/AMADs)	6
DA REDs/AMADs IX, X, XI, XII, IV-B	5
DA Regional Rice Focal IX, X, XI, XII, XIII, IV-B	6
BFAR Office of the Director/Assistant Director for Technical Services	1
BFAR Regional Office IX, X, XI, XII, XIII, IV-B	6
BFAR Central	2
PCA	2
BAI	2
MinDA	3
MAFAR	5
DFA (Mindanao & ASEAN)	2

LGUs	2
Private Sector	2
SCU	1
Foreign Delegates (from Brunei Darussalam, Indonesia, Malaysia, BEBC, BIMP-EAGA Facilitation Center)	27
Driver/Support Staff	8
<b>TOTAL</b>	<b>100</b>

To ensure the preparations and facilitation of the activity, a technical working group is hereby created with the following composition and task:

Lead : Agribusiness and Marketing Assistance Service (AMAS)  
Members : DA Regional Field Office XIII  
International Affairs Division  
Bureau of Fisheries and Aquatic Resources (BFAR)

Tasks:

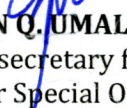
1. Facilitate the preparation and necessary procurements for the conduct of the activity, including, administrative, and logistical needs;
2. Coordinate and facilitate invitation for P-EAGA Agribusiness Cluster members;
3. Coordinate with the Mindanao Development Authority on the detailed activities and program for the Cluster Meeting, as well as, invitation to BIM countries, resource speakers, private sector, SUCs and other concerned offices (none P-EAGA Agribusiness Cluster members);
4. Arrange and facilitate the conduct of the farm/field visit activity for the delegation;
5. Organize and facilitate complimentary dinner for the delegates/participants;
6. Conducts documentation activity during the meeting.

Expenses relative to the conduct of the activity amounting to PhP 667,500.00 shall cover food, venue, accommodation for each country's head of delegation (HOD), BIMP-EAGA facilitation center and DA Officials & Secretariat, vehicle rental, and incidental expenses chargeable against the DA-AMAS Funds. Meanwhile, DA RFO XIII, IAD, and BFAR is hereby authorized to perform their duties as secretariat and authorized to charge related expenses to their respective offices funds. Similarly, traveling expenses and per diem of participants shall be chargeable to their respective offices funds subject to appropriate accounting and auditing rules and regulations.

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

Done this 11<sup>th</sup> day of July, 2024.

For and By the Authority of the Secretary

  
**ALLAN Q. UMALI**  
Undersecretary for Administration  
(as per Special Order No. 618, Series of 2024)

