



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

NO. 1025

Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT AND PARTICIPATE IN THE MDD-MDS CAPABILITY SESSION, COORDINATION & ASSESSMENT WORKSHOP**

In the interest of the service and to perform the mandated function of the division, as well as develop the technical capacity of AMAS and AMAD staff, the Market Development Division - Agribusiness and Marketing Assistance Service (MDD-AMAS) is hereby authorized to conduct the Capability Session, Coordination & Assessment Workshop for the staff of MDD-AMAS and MDS-AMAD on October 15-18, 2024 in Central Luzon Region.

The activity aims to:

1. To reassess and build unified plans for the incoming activities of MDD-MDS.
2. To share and acquire relevant practices among participants that will help the division's performance in terms of project implementation and addressing problems.
3. Improve the technical and interpersonal skills of employees

In line with this, the following are hereby authorized to attend and participate in the above-mentioned activity:

<b>PARTICIPANTS</b>	<b>NO. OF PARTICIPANTS</b>
Office of the Secretary	3
Office of the Assistant Secretary for Consumer Affairs	3
Office of the AMAS Director	2
Office of the Regional Executive Director	2
AMAS-MDD	37
RFO-AMAD	30
Resource Speakers	3
Guests	4
Driver	6
<b>Total</b>	<b>90</b>

As such, expenses for the workshop such as food and accommodations, venue/training facilities, service vehicle/transportation, honoraria of the resource speakers, workshop supplies, and other incidental expenses amounting to Php 1,014,000.00 are hereby authorized to be charged against the DA-AMAS funds. Moreover, the participants are entitled to traveling expenses and per diems chargeable against their respective office's funds subject to fund availability and the usual government accounting and auditing rules and regulations.

A. 062824-037

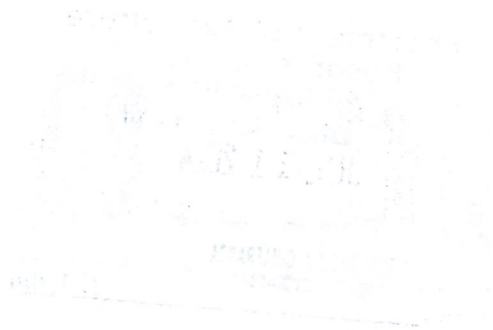
This Order shall take effect immediately and shall be considered revoked upon the completion of the event. All orders and memoranda inconsistent herewith are deemed revoked.

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)



DA-CO-AMAS-SO20240708-00075

