



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

No. 1644  
Series of 2024

**SUBJECT : AUTHORITY TO CONDUCT THE YEAR-END ASSESSMENT FOR PRDP ADDITIONAL FINANCING (AF2) AND SCALE-UP ON DECEMBER 3-6, 2024 IN REGION III**

In the exigency of service and for the effective implementation of the project, the Philippine Rural Development Project (PRDP) is hereby authorized to conduct the **Year-end Assessment for PRDP Additional Financing (AF2) and Scale-up on December 3-6, 2024 in Region III.**

This workshop will ensure the proper format for financial and monitoring reports for LGU subprojects and ensure the readiness in financial management of the project implementers and to be able to meet the financial requirements of the Philippine Rural Development Project (PRDP), the Commission on Audit (COA) and the World Bank (WB). It would serve as a ready reference in implementing, accounting for, and reporting on the operations of the Project.

The following offices are hereby authorized to attend and participate in the activity:

Office/Unit	Position/Designation	No.
Office of the National Project Director	National Project Director	2
Office of the National Deputy Project Director	National Deputy Project Director	4
NPCO I-PLAN Component	Component Head	2
NPCO I-BUILD Component	Component Head	2
NPCO I-REAP Component	Component Head	2
NPCO I SUPPORT Component	Component Head	1
	Alternate Component Head	1
NPCO – Finance Unit	Unit Head	1
	Alternate Unit Head	1
	Financial Analysts III and II	3

NPCO – Accounting Unit	Head/Financial Analyst	1
NPCO – Budget Unit	Head/Budget Specialist/Analyst	5
DA – OSEC	OSEC Staff	3
NPCO Secretariat	Support Staff	2
NPCO/PSO/RPCO	Drivers	6
PSO Luzon A (North Luzon)	PSO Project Director /PSO Deputy Project Director/ Accountant/Finance Specialist/ Finance Analyst	5
PSO Luzon B (South Luzon)	PSO Project Director /PSO Deputy Project Director/ Accountant/Finance Specialist/ Finance Analyst	5
PSO Visayas	PSO Project Director /PSO Deputy Project Director/ Accountant/Finance Specialist/ Finance Analyst	5
PSO Mindanao	PSO Project Director /PSO Deputy Project Director/ Accountant/Finance Specialist/ Finance Analyst	5
RPCO I	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO II	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO III	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO CAR	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO IV-A	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO IV-B	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO V	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO VI	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO VII	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO VIII	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO IX	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO X	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO XI	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4

RPCO XII	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
RPCO XIII	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
BARMM	Project Director / Deputy Project Director/ Accountant/Finance Specialist/ Budget Officer	4
	<b>Total</b>	<b>120</b>

The expenses to be incurred in the conduct of the activities such as payment for food, venue, accommodation and other incidental expenses shall be charged against PRDP-NPCO funds, while traveling expense and per diem of the participants shall be charged to their respective offices, subject to existing accounting and auditing rules and regulations.

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

Done this 29<sup>th</sup> day of OCTOBER 2024.

**For and by the Authority of the Secretary**

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



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