



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
 Elliptical Road, Diliman 1100 Quezon City  
 +63(2) 8928-8741 to 64 and +63(2) 8273-2474



DA-CO-OUHVCR-C-SO20241028-00059

**SPECIAL ORDER**

No. 1660

Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT OF POST-HARVEST FACILITY DESIGNING TRAINING ACTIVITY CUM FY 2024 3<sup>RD</sup> QTR ASSESSMENT AND FY 2025 PLANNING WORKSHOP FOR THE CFIDP PROJECT IMPLEMENTATION OF THE DA-HVCDP**

In the interest of service, the High-Value Crops Development Program (HVCDP) is hereby authorized to conduct the *Post-Harvest Facility Designing Training Activity Cum FY 2024 Assessment and FY 2025 Planning Workshop for the Coconut Farmers and Industry Development Plan (CFIDP) Project Implementation*.

The said activity aims to:

- Capacitate the CFIDP Regional Focal Person and/or Technical Staff from the Regional Agricultural Engineering Division to design and implement post-harvest and processing facilities for coffee and cacao, aligned to Good Manufacturing Practices (GMP) and Food and Development Authority (FDA) Standards in anticipation to the potential increase in production volume due to expansion and intercropping of coffee and cacao as well as tree rehabilitation the past 3 years of CFIDP project implementation.
- Evaluate and monitor the status of FY 2024 implementation of the HVCDP – CFIDP projects in Regions I-XIII; and
- To discuss the guidelines, directives and priority areas and activities for FY 2025 CFIDP preparation of work and financial plan.

This training cum workshop shall be conducted in Metro Manila on December 3-6, 2024 charged against DA-HVCDP CFIDP Administrative Fund Allocation for FY 2024.

Accordingly, the following personnel from HVCDP Program Management Office, Regional CFIDP Coordinators and Engineers, and other concerned DA Offices are hereby authorized to attend and participate in the said activity:

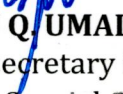
<b>PARTICIPANTS</b>	<b>NUMBER OF PARTICIPANTS</b>
<b>HVCDP Central Office</b>	<b>7</b>
<b>HVCDP-CFIDP Regional Focal Persons/Technical Staff and/or Regional Agriculture Engineers</b>	<b>42</b>
DA Regional Field Office I	3
DA Regional Field Office II	3
DA Regional Field Office III	3
DA Regional Field Office CALABARZON	3
DA Regional Field Office MIMAROPA	3
DA Regional Field Office V	3

DA Regional Field Office VI	3
DA Regional Field Office VII	3
DA Regional Field Office VIII	3
DA Regional Field Office IX	3
DA Regional Field Office X	3
DA Regional Field Office XI	3
DA Regional Field Office XII	3
DA Regional Field Office XIII	3
<b>Bureaus, Services and Attached Agencies</b>	<b>7</b>
Food Development Center (FDC)	2
Philippine Center for Post-Harvest Development and Mechanization (PhilMech)	1
Bureau of Agriculture and Fisheries Engineering (BAFE)	2
Philippine Coconut Authority (PCA)	2
<b>DA Central Office</b>	<b>4</b>
Office of the Secretary	3
Accounting Division	1
<b>Support Staff</b>	<b>8</b>
Admin	2
Drivers	6
<b>TOTAL</b>	<b>70</b>

Expenses in the conduct of the activity such as venue, food, accommodation and vehicle rental shall be charged to DA HVCDP PMO funds while travel expense and per diems of participants are chargeable against their respective offices' funds subject to existing government 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 31st day of October 2024.

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

