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OFFICE OF THE SECRETARY
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DA-CO-AS-SO20241031-00255

SPECIAL ORDER

No. **1670**

Series of 2024

SUBJECT: AUTHORITY TO CONDUCT AND PARTICIPATE ON THE WORKSHOP ON THE PREPARATION OF THE PROJECT COMPLETION REPORT AND CRAFTING OF THE SUSTAINABILITY PLAN OF THE SAFE VEGETABLE PRODUCTION TECHNOLOGY DISSEMINATION AND VEGETABLE DISTRIBUTION SYSTEM IMPROVEMENT (SAVERS) PROJECT

In view of the project completion of the SAVERS project, the Agricultural Training Institute (ATI) as the head of the Project Management Office (PMO) will spearhead the conduct of the **Workshop on the Preparation of the Project Completion Report and Crafting of the Sustainability Plan**, on **November 5-7, 2024** at **ATI-Regional Training Center CAR, BSU Compound, La Trinidad.**

The activity aims to conceptualize programs and activities to be initiated by the SAVERS Focal Person and Project beneficiaries to formulate a plan for strengthening the conduct of the project after its completion.

The staff from the following offices are authorized to attend the above mentioned activity:

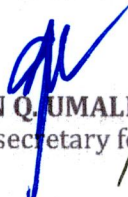
Participants	No. of Participant/s
PSC Members	
Bureau of Plant Industry	1
Field Operations Services	1
Agribusiness and Marketing Assistance Service	1
DA-RFO CAR	1
DA-RFO IVA	1
Special Projects Coordination and Management Assistance Division (SPCMAD)	2
ATI-Regional Training Centers SAVERS Focal Person	6
ATI-Central Office Staff	5
Total	18

Expenses to be incurred in the conduct of the activity such as venue, food and accommodation shall be charged to project funds, while traveling expenses and per diem of participants shall be charged against the fund of their respective offices subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect during the conduct and shall be considered revoked upon the completion of the activity.

Done this 6th day of NOVEMBER 2024.

For and by the Authority of the Secretary


ALLAN Q. UMALI
 Undersecretary for Administration