



**SPECIAL ORDER**

No. 1717  
 Series of 2024

**SUBJECT: AUTHORITY TO CONDUCT C.Y. 2024 YEAR-END REVIEW AND ASSESSMENT OF ACCOMPLISHMENTS CUM STAFF DEVELOPMENT AND ORIENTATION ON STRESS MANAGEMENT FOR BFAR-NCR EMPLOYEES ON DECEMBER 9-10, 2024**

In the exigency of service, the Bureau of Fisheries and Aquatic Resources – National Capital Region (BFAR – NCR) is hereby authorized to conduct and attend the **C.Y. 2024 Year-End Review of Accomplishments cum Staff Development and Orientation on Stress Management for BFAR – NCR Employees on December 9-10, 2024, in Quezon City.**

The said activity aims:

1. To evaluate the performance and achievements of BFAR-NCR RFO over the past year.
2. To identify challenges faced and lessons learned.
3. To gather feedback and develop strategic goals for the upcoming year.
4. To orient BFAR-NCR employees on mental health awareness and boosting one's productivity.

Accordingly, the authorized participants in the said activity are representatives from the following Offices:

OFFICE/ UNIT	NO. OF PAX
1. Office of the Regional Director	4
2. Planning, Monitoring and Evaluation Section (PMES)	3
3. Legal Office	2
4. Finance and Admin. Unit	4
5. Budget Office	2
6. Human Resource Management Office (HRMO)	3
7. Property Office	5
8. Cashier Office	3
9. Accounting Office	2



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10. Records Office	2
11. General Services Office	5
12. Regional Fisheries Information Management Center (RFIMC)	2
13. Fisheries Resource Management Section (FRMS)	3
14. Regulatory and Licensing Section (RLS)	3
15. Fisheries Production Section (FPS)	6
16. Fisheries Post-Harvest and Marketing Section (FPHMS)	1
17. Regional Fish Health Laboratory (RFHL)	1
18. Enforcement and Regional Monitoring, Control, and Surveillance Operation Center (ERMCSOC)	5
19. Navotas Fisheries Inspection and Quarantine Station (NFIQLS)	5
20. MICP/ North and South Harbor	5
21. Ninoy Aquino International Airport (NAIA)	5
22. Live Aquatic Animal Inspection Services (LAIAS)	2
23. Fisheries Establishment Inspection Services (FEIS)	4
24. One-Stop Export Documentation Center (OSEDG)	3
25. Certification Office	4
26. Regional Fisheries Information Section (RFIS)	3
27. Regional Fisherfolk Coordination Section (RFCS)	1
28. Regional Fisheries Training Section (RFTS)	2
29. District Fisheries Office I	4



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30. District Fisheries Office II	4
31. District Fisheries Office III	4
32. District Fisheries Office IV	4
33. Special Projects <ul style="list-style-type: none"><li>• (42M) – Establishment and Construction of Solar-Powered Fisheries Resource Protection and Management Watch Tower cum Magrovetum Center</li><li>• (50M) – Establishment of Regional Fisheries Learning Hub</li><li>• (55M) – Establishment of Post-Harvest Technology Demonstration Facility</li><li>• FishCoRe</li></ul>	4
34. Department of Agriculture - Office of the Secretary	3
<b>TOTAL</b>	<b>113</b>

The event will be organized and facilitated by the Bureau of Fisheries and Aquatic Resources – National Capital Region.

Expenses to be incurred for the activity such as payment for the venue, accommodation, food, supplies and materials and other incidental expenses shall be chargeable against the BFAR – NCR funds while traveling expenses and per diem of participants shall be chargeable against the funds of their respective offices, 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 13th day of November, 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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