



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman 1100 Quezon City  
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**SPECIAL ORDER**

No. 1812

Series of 2024

**SUBJECT : CREATION OF THE PROGRAM MANAGEMENT OFFICE FOR THE IMPLEMENTATION OF THE AGRI-PUHUNAN AT PANTAWID PROGRAM (APP)**

In the interest of service and in view of ensuring food security and promoting sustainable agricultural development in the country, the Department of Agriculture (DA) hereby establishes the Agri-Puhunan at Pantawid Program Management Office (APPMO), to harmonize efforts of all DA offices in the successful implementation of the program.

**The Program Management Office**

To manage the daily operations and activities, as well as projects and initiatives undertaken in support of the Agri-Puhunan at Pantawid Program (APP), the Secretariat—known as the Agri-Puhunan at Pantawid Program Management Office (APPMO) —is hereby established under the supervision of the Undersecretary for Rural Credit, as follows:

**Agri-Puhunan at Pantawid Program Management Office**

- Lead** : Agricultural Credit Policy Council (ACPC) Executive Director
- Members** : Representative, Office of the Undersecretary for Operations, Agri-fisheries Mechanization, and Rural Credit  
Representative, Planning and Monitoring Service  
Representative, Philippine Rice Research Institute (PhilRice)  
Representative, National Food Authority (NFA)  
Representative, Agricultural Training Institute (ATI)  
Representative, Bureau of Soils and Water Management (BSWM)  
Representative, Bureau of Plant Industry (BPI)  
Representative, Philippine Crop Insurance Corporation (PCIC)  
Representative, Philippine Center for Postharvest Development and Mechanization (PHilMech)  
Representative(s), DA Banner Programs  
Representative(s), concerned Regional Field Offices  
Representative(s), National Irrigation Administration (NIA)  
Representative(s), Development Bank of the Philippines (DBP)  
Representative (s), Planters Products Inc. (PPI)



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**Specifically, the PMO shall:**

1. Coordinate and monitor the overall technical, financial, and administrative management of the APP Program;
2. Develop and implement a detailed program plan to guide the implementation of the APP;
3. Coordinate with relevant DA operating units, LGUs, and other stakeholders to ensure alignment of the program with government policies and strategic goals related to agricultural development;
4. Organize regular meetings with key partners to discuss program progress, challenges, and areas for improvement;
5. Establish an M&E framework to track the utilization of program funds, ensuring resources are used for their intended purposes;
6. Prepare the general documents and correspondences in relation to the APP;
7. Draft minutes or highlights of the meeting for all APP meetings;
8. Provide consolidated updates and reports to OURID for subsequent endorsement to the Secretary;
9. Give logistical support to APP-related activities in coordination with concerned offices;
10. Coordinate with other DA operating units for the conduct of periodic monitoring to assess and validate program implementation;
11. Prepare and submit accomplishment reports on the implementation of the APP; and
12. Ensure complete staff work for the technical and financial documents to be submitted for compliance.

All expenses to be incurred in the implementation of the APP activities shall be charged against their respective funds, subject to existing government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent with this are deemed revoked.

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

**FRANCISCO P. TIUL LAUREL JR.**  
Secretary



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