



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

No. 113

Series of 2025

SUBJECT: AUTHORITY TO CONDUCT THE TRAINING ON DATA VISUALIZATION USING MICROSOFT POWER BI FOR THE NATIONAL PROGRAM MANAGEMENT SUPPORT OFFICE (NPMSO) AND REGIONAL PROGRAM MANAGEMENT SUPPORT OFFICE (RPMSO) OF THE SPECIAL AREA FOR AGRICULTURAL DEVELOPMENT (SAAD) PROGRAM PHASE 2

In the exigency of service, the Special Area for Agricultural Development (SAAD) Program Phase 2 is hereby authorized to conduct the abovementioned assessment on **March 31 – April 4, 2025** in **Region III**.

The training objectives are the following:

1. Understand the Microsoft Power BI interface and components;
2. Learn to connect to various data sources;
3. Develop skills in data transformation and modeling;
4. Create interactive dashboards and reports;
5. Share reports and dashboards via Microsoft Power BI Service.

Participants from the following offices are hereby authorized to physically attend and participate in this workshop:

OFFICE	PARTICIPANTS	NO.
OSEC		30
DA SAAD NPMO	Mr. Ulysses J. Lustria Jr. – NPMO Director Mr. Elmer R. Esplana. – Deputy Director Mr. Saturnino R. Palahang, Jr. – Executive Assistant Mr. Brian Joseph A. Sanchez – Executive Assistant Mr. Kit Jasper N. Gopela – OPBME Unit Head Mr. Gio Renzo M. Caballero – OPBME MAED lead Ms. Marie Abigail G. Dela Cruz – OPBME SPPM Lead Engr. Jonalyn A. Recelis – OPBME FPL Lead Ms. Jacquelyn M. Rebusit – OPBME Officer Ms. Christine Joyce B. Velez – OPBME Officer Mr. Meljun A. Florece – OPBME Office (1) Newly hired OPBME Officer Mr. Randy C. Ocampo – IT Unit Head Mr. Jerech D. Flauta – IT Officer Mr. Paul John B. Onrubia – IT Officer	19


OFFICE	PARTICIPANTS	NO.
	Mr. Bryan Michael C. Germiniano – PRDC Officer Ms. Jennifer A. Valcobero – PRDC Officer Ms. Juliet F. Cruz – A&P Lead Mr. Martin German S. Biter – A&P Officer	
ICTS	(3) Resource Person	3
DA OSEC	(3) Representatives	3
USEC. For Operations	(2) Representatives	2
BFAR SAAD NPMSO	(1) IDD Lead, (2) Technical Staff or Representatives	3
DA Regional Field Units		50
RFO CAR, I, II, CALABARZON, V	(1) SAAD Regional IDD Lead, (2) IDD Staff or Representatives and (1) Admin Staff	20
RFO III, MIMAROPA, VI, VII, VIII, IX, X, XI, XII, CARAGA	(1) SAAD Regional IDD Lead, (2) IDD Staff or Representatives	30
Total		80

Expenses for the activity such as venue, food, and accommodation are chargeable against DA-SAAD NPMO fund, while the travelling expenses and per diem of participants are chargeable against their respective offices' funds, subject to the usual 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 17th day of January 2025.

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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