



BAGONG PILIPINAS



Masaganang Agrikultura,
Masunlad na Ekonomiya

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OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 128

Series of 2025

SUBJECT : AUTHORITY TO CONDUCT THE FY 2025 PLAN AND BUDGET UTILIZATION REVIEW (PBUR), CY 2026 BUDGET EXECUTION DOCUMENTS (BEDS) PREPARATION, AND CY 2027 PLAN AND BUDGET PREPARATION (PBP) WORKSHOP

In the interest of service and to ensure the efficient and effective implementation of the Department's programs, projects, and activities, the following activities to be conducted are hereby authorized:

Activities and Schedules

Activity	Schedule	No. of Participants	Objective
FY 2025 Plan and Budget Utilization Review (PBUR) 1 st Qtr. PBUR 2 nd Qtr. PBUR 3 rd Qtr. PBUR 4 th Qtr. PBUR	April 2025 June 2025 October 2025 December 2025	60 Pax 65 Pax 65 Pax 65 Pax	To review and assess the physical and financial performance of programs and projects, address bottlenecks, and ensure effective budget utilization.
CY 2026 Budget Execution Documents (BEDs) Preparation	September 2025	65 Pax	To prepare and finalize the Budget Execution Documents (BEDs) for CY 2026 in compliance with government budgeting guidelines and DBM requirements.
CY 2027 Plan and Budget Preparation (PBP) Workshop	October 2025	65 Pax	To craft the 4K Program plans and budget proposals for CY 2027, ensuring alignment with program priorities, sectoral needs, and stakeholder inputs.

Participants:

The participants shall include personnel from the following offices:

- National and Regional Program Management Offices (NPMO and RPMO)

- DA Central Offices:
- Office of the Secretary (OSEC)
- Office of the Undersecretary for Operations
- Special Projects Coordination and Management Assistance Division (SPCMAD)
- Planning and Programming Division (PPD)
- Investment and Planning Division (IPD)
- Budget Division
- Accounting Division
- Monitoring and Evaluation Division
- Other offices and units relevant to the activities as determined necessary.


The expenses to be incurred for the lease of venue, food and accommodation, transportation, and supplies and materials for these activities shall be charged against the DA 4K-NPMO fund, subject to the availability of funds and the usual government accounting and auditing rules and regulations.

The 4K National Program Management Office is tasked with the preparation, coordination, and facilitation of the above-mentioned activities. All concerned offices and personnel are directed to provide full cooperation and support to ensure the successful implementation of these activities.

This Order shall take effect immediately and shall be considered revoked upon the completion of these activities. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 22nd day of January 2025.

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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