



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 80

Series of 2025

**SUBJECT: AUTHORITY TO CONDUCT THE FY 2026 NATIONAL PLAN AND BUDGET WORKSHOP OF THE SPECIAL AREA FOR AGRICULTURAL DEVELOPMENT (SAAD) PROGRAM PHASE 2**

The Special Area for Agricultural Development (SAAD) Program will be conducting a workshop for the preparation of its FY 2026 Plan & Budget Proposals on March 3 –7, 2025 in Region III.

The activity aims to present and review the FY 2026 Plan and Budget Proposal of each of the SAAD Operating Units; and determine and prioritize PAPs that will be included in the FY 2026 Plan and Budget Proposal.

The following officials and personnel are hereby authorized to attend and participate in this activity:

OFFICE	PARTICIPANTS	NO.
DA OSEC		33
Office of the Secretary	(3) Technical Staff or Representatives	3
Office of the Undersecretary for Operations and Agri-Fisheries Mechanization	(1) Technical Staff or Representatives	1
PMS-Planning and Programming Division (PMS-PPD)	(1) Chief or (1) Representative Technical Staff	1
FMS-Budget Division (FMS-BD)	(1) Chief or (1) Representative Technical Staff	1
Administrative Service-Procurement Division	(1) Chief or (1) Representative Technical Staff	1
Special Projects Coordination and Management Assistance Division (SPCMAD)	(1) Technical Staff or Representatives	2


SAAD NPMO	Mr. Ulysses J. Lustria, Jr. - NPMO Director Mr. Elmer R. Esplana – Deputy Director Mr. Kit Jasper N. Gopela – OPBME Unit Head Ms. Marie Abigail G. Dela Cruz – OPBME Officer Ms. Jonalyn A. Racelis – OPBME Officer Ms. Gio Renzo M. Caballero – OPBME Officer Mr. Meljun A. Florece – OPBME Officer Ms. Christine Joyce B. Velez – OPBME Officer Ms. Jacquelyn M. Rebusit – OPBME Officer (6) Newly Hired - OPBME Officer Ms. Juliet F. Cruz – Admin and Procurement Unit Head Mr. Edmer N. Abanto – A&P Officer Mr. Randy C. Ocampo – ITDD Unit Head Mr. Jerech D. Flauta _ITDD Officer Mr. Paul John M. Onrubia – ITDD Officer Mr. Joash David L. Ricanor – PRDC Unit Head Mr. Bryan Michael C. Germiniano – PRDC Officer	22
BFAR SAAD	(1) Focal or Asst. Focal and (1) Technical Staff or representatives	2
<b>Regional Field Units</b>		<b>67</b>
RFOs CAR, 1, 2, 3, CALABARZON, MIMAROPA, and 5	(1) SAAD Focal, Assistant Focal or Alternate Assistant Focal, (1) OPBME Head or alternate, (2) Staff from OPBME, (1) Admin Staff	35
RFOs 6, 7, 8, 9, 10, 11, 12, and 13	(1) SAAD Focal, Assistant Focal or Alternate Assistant Focal, (1) OPBME Head or alternate, (2) Staff from OPBME	32
<b>Total</b>		<b>100</b>

Expenses for the conduct of the activity such as food, vehicle rental, accommodation, venue, supplies, and materials shall be charged against the SAAD-NPMO funds while the travel expenses and per diem of the participants shall be chargeable against their respective offices' funds, subject to the usual government accounting and auditing rules and regulations.

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

Done this 15<sup>th</sup> 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)

