



Republic of the Philippines
OFFICE OF THE SECRETARY
 Elliptical Road, Diliman 1100 Quezon City
 +63(2) 8928-8741 to 64 and +63(2) 8273-2474



DA-CO-AS-SO20250127-00021

SPECIAL ORDER

No. 163
 Series of 2025

Subject: AUTHORITY TO ATTEND AND PARTICIPATE THE WORKSHOP FOR OPERATIONAL MANUALS AND REPORTING TEMPLATES FOR IMPORT VERIFICATION ON FEBRUARY 18-21, 2025 AT REGION IV-B.

In the exigency of service, the Bureau of Fisheries and Aquatic Resources (BFAR) is hereby authorized to conduct the "Workshop for Operational Manuals and Reporting Templates for Import Verification" scheduled on February 18-21, 2025 at Region IV-B.

The workshop will ensure that all verifications follow the same guidelines when inspecting seafood products. This uniformity minimizes discrepancies in inspection processes, increases the consistency in determining volume allocation and that volume is evaluated according to the same criteria. The workshop will help eliminate confusion and potential errors, leading to more reliable and accurate assessment.

Office	Number of Participants
Office of the Secretary	2
OIC Director	1
DO Personnel	2
ADOTECH Personnel	5
Second Border Inspectors	25
FIQD Personnel	3
Legal Division	2
TOTAL NO. OF PAX	40

The authorized participants are from the following offices and agencies:

The BFAR – Second Border Unit will serve as the organizer, coordinator, and secretariat of the said activity. All expenses relative to the conduct of this activity such as venue, food, travelling expenses, per diem and accommodation shall be charged against the funds of the Second Border and Inspection Unit. Further, all expenses are subject to the availability of funds and existing accounting rules and auditing regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. All order, memoranda, and issuances inconsistent herewith are hereby revoked.

Done this 2nd day of February 2025

For and By the Authority of the Secretary


ALLAN Q. UMALI
 Undersecretary of Administration
 (as per Special Order No. 618, Series of 2024)

