



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-OSEC-SO20250122-00070

SPECIAL ORDER

No. 165

Series of 2025

SUBJECT : AUTHORITY TO CONDUCT AND PARTICIPATE IN THE STRATEGIC PLANNING FOR YEAR 2025

In the interest of service, the Office of the Assistant Secretary for the Implementation of Executive Order No. 70 and National Task Force for West Philippine Sea is hereby authorized to conduct Strategic Planning for Year 2025 on March 26-28, 2025 in Region IV-A.

The said activity is expected to deliver the following objectives:

1. Identify and assess operational and administrative issues/concerns encountered and come up with actions/recommendation to enhance implementation programs, activities, and projects on the following year;
2. Formulate strategies for proper implementation and finalize the FY 2025 activities.

The following personnel are hereby authorized to participate in the activity:

| No. | NAMES | POSITION | No. of pax |
|--|--|------------------------------------|------------|
| OFFICE FOR IMPLEMENTATION OF E.O. NO. 70 AND NTF-WPS | | | 21 |
| 1 | JAMES A. LAYUG, MNSA | Assistant Secretary | |
| 2 | WILLIAM O. ARQUERO | Executive Assistant III | |
| 3 | Aldrin R. Baldonado | Development Management Officer IV | |
| 4 | Fernan G. Fortes | Law Reform Specialist IV | |
| 5 | Jo-Ann Ramos Guzman | Legal Staff Officer V | |
| 6 | Joshua Emmanuel Q. De Leon | Executive Assistant III | |
| 7 | Winston M. Gaffud | Executive Assistant III | |
| 8 | Nemia M. Paloma | Senior Administrative Assistant V | |
| 9 | Camille Keven L. Adel | Development Management Officer III | |
| 10 | Angelique B. Solis | Senior Administrative Assistant IV | |
| 11 | Teotimo A. Tabudlong | Senior Administrative Assistant IV | |
| 12 | Roel J. Gadon | Senior Administrative Assistant IV | |
| 13 | Darwin B. Aguilar | Community Development Officer II | |
| 14 | Aisabel Angela P. Santos | Legislative Staff Officer I | |
| 15 | Mary Shaddeline L. Zafra | Legislative Staff Officer I | |
| 16 | Maria Krisyl A. Muleta | Administrative Officer III | |
| 17 | Juan B. Abarracoso | Administrative Assistant V | |
| 18 | Jo-an C. Buendia | Administrative Assistant V | |
| 19 | Justin A. Tañada | Administrative Assistant V | |
| 20 | Michael B. Agustin | Administrative Assistant III | |
| 21 | Dante S. Romano | Administrative Aide IV | |
| 22-30 | GUEST PARTICIPANTS PHILIPPINE COAST GUARD | | 9 |
| TOTAL NUMBER OF PARTICIPANTS | | | 30 |



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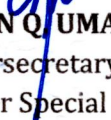
Expenses related to this activity, such as venue lease, food, accommodation, and transportation, shall be charged against the FPMA Current funds. Travel expenses and per diem for the participants shall

be charged against the funds of their respective offices, subject to the availability of funds and in accordance with 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, issuances, and memoranda inconsistent herewith are deemed revoked.

Done this 31st 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)