



Masaganang Agrikultura,  
Mamnlad na Ekonomiya

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

**SPECIAL ORDER**

No. 167  
Series of 2025

**SUBJECT : AUTHORITY TO ATTEND THE 21<sup>ST</sup> INTERNATIONAL AGRICULTURAL ENGINEERING CONFERENCE AND THE 74<sup>TH</sup> PHILIPPINE SOCIETY OF AGRICULTURAL AND BIOSYSTEMS ENGINEERS, INC. (PSABE) ANNUAL CONVENTION**

In the interest of service, the following personnel of the Project Development Service (PDS) are hereby authorized to attend on official time the 21<sup>st</sup> International Agricultural Engineering Conference and the 74<sup>th</sup> Philippine Society of Agricultural and Biosystems Engineers, Inc. (PSABE) Annual Convention on April 20-25, 2025 (exclusive of travel time) at the Grand Xing Imperial Hotel, Iloilo City:


NAME	POSITION
Engr. MARIA CONCEPCION R. CRUZ	Senior Agriculturist
Engr. KIMBERLY P. CASTILLO	Project Development Officer II
Engr. JORGE MIGUEL N. MILANO	Project Development Officer II
Engr. REINA JOY L. ROME	Project Development Officer I

They are authorized to collect a registration fee of **Eight Thousand Five Hundred Pesos (PHP 8,500.00)** each, travelling expenses, per diems, and incidental expenses chargeable against DA-PDS funds, subject to the availability of funds and existing government accounting and auditing rules and regulations.

Further, participants are required to submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) within five (5) days after the convention.

In the event of withdrawal or non-attendance, a written explanation signed by their immediate supervisor is required.

Done this 4<sup>th</sup> day of FEBRUARY 2025.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary



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