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**OFFICE OF THE SECRETARY**  
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DA-CO-ICTS-SO20250206-00006

**SPECIAL ORDER**  
 No. 231  
 Series of 2025

**SUBJECT : AUTHORITY TO CONDUCT AND ATTEND THE TRAINING ON DATA ANALYTICS AND VISUALIZATIONS ( POWER BI/FABRIC )**

In the interest of the service, the Information and Communications Technology Service (ICTS) is hereby authorized to conduct the Training on Creating Dashboards and Visualizations using Power BI. This training, in support of the Digital Agriculture Project, aims to equip the Department with improved data visualizations and analytical capabilities, enabling better management and utilization of agricultural data to support its decision-making processes and boost productivity.

This training will also contribute to the improvement of the National Information Network (NIN) by directly supporting the data harmonization, integration, and centralization efforts of the Department.

The respective dates of activities and the authorized participants are as follows:

Activity	Date	Venue	Participants	
			Office	Number
Creating Dashboards and Visualizations using Power BI Training	August 11-15, 2025	Region 7 Central Visayas	<ul style="list-style-type: none"> <li><b>Resource Persons</b> <i>ICTS-Database Management Division (DMD)</i></li> </ul>	5
			<ul style="list-style-type: none"> <li><b>DA CENTRAL OFFICE (OSEC)</b> <i>(1 pax each)</i> <i>FOS, FMS, PRS, AMAS, PMS, PDS</i></li> </ul>	6
			<ul style="list-style-type: none"> <li><b>FDC</b></li> </ul>	1
			<ul style="list-style-type: none"> <li><b>Banner Programs/ DA Special Projects (1 pax each)</b> <i>FMRDP, HVCDP, NRP, NCP, NLP, NFP, PRDP, SAAD, BIOTECH, NOAP, NUPAP, HALAL</i></li> </ul>	12
			<ul style="list-style-type: none"> <li><b>Regional Field Offices (1 pax each)</b> <i>RFOs I, II, III, IV-A, IV-B, V, VI, VIII, IX, X, XI, XII, XIII, CAR</i></li> </ul>	14
			<ul style="list-style-type: none"> <li><b>Host Region</b> <i>RFO VII</i></li> <li><b>Bureaus ( 1 pax each)</b></li> </ul>	3


			<i>BFAR, ATI, BAI, BAFE, BAFS, BPI, BSWM, BAR, PRRI</i>	
			<ul style="list-style-type: none"> <li>● <b>DA ATTACHED AGENCIES (1 pax each)</b> <i>ACPC, FPA, NFRDI, NMIS, PCAF, PCC, PHILFIDA, PHILMECH</i></li> </ul>	8
			<ul style="list-style-type: none"> <li>● <b>DA ATTACHED CORPORATIONS (1 pax each)</b> <i>NIA, NDA, NFA, SRA, PCIC, PhilRice, PCA, NTA, PFDA</i></li> </ul>	9
			<ul style="list-style-type: none"> <li>● <b>ICTS Divisions (1 pax each)</b> <i>ICTPSD, NOMD, SysADD</i></li> </ul>	3
			<ul style="list-style-type: none"> <li>● <b>ICTS Training Team</b></li> </ul>	2
			<ul style="list-style-type: none"> <li>● <b>Technical Support Staff</b></li> </ul>	3
			<ul style="list-style-type: none"> <li>● <b>Secretariat</b></li> </ul>	2
			<ul style="list-style-type: none"> <li>● <b>Other Guests</b></li> </ul>	3
			<b>TOTAL</b>	<b>80</b>

Expenses for the activity such as venue/ training facilities, food, accommodation, transportation, supplies and materials, and other incidental expenses are chargeable against the Digital Agriculture Project (DAP)/ ICTS Funds, subject to the existing accounting and auditing rules and regulations. The travel expenses such as plane fare, per diem of participants, and other incidental expenses shall be charged against their respective offices, subject to the availability of funds and the usual government accounting and auditing rules and regulations.

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

Done this 12<sup>th</sup> day of February 2025

For and By the Authority of the Secretary

  
**ATTY. ALLEN KRISTOPHER A. ANARNA CPA**  
 Officer-In-Charge Office of the Undersecretary for Administration  
 (as per Special Order No. 177, Series of 2025)