



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 253

Series of 2025

SUBJECT : AUTHORITY TO CONDUCT ACTIVITIES AND CREATION OF COMMITTEES FOR THE OBSERVANCE OF THE 2025 NATIONAL WOMEN'S MONTH

In the interest of service and pursuant to Proclamation No. 227 series of 1988 declaring the month of March as "Women's Role in History Month", the Department of Agriculture - Gender and Development Focal Point System (DA-GFPS) is hereby authorized to lead and conduct activities in the observance of the 2025 National Women's Month. Further, to ensure its successful and meaningful observance, the following committees are hereby created and shall be composed of the following:

I. STEERING COMMITTEE

The Steering Committee (SC) shall be responsible for the overall supervision of the conduct of the 2025 National Women's Month Celebration.

Chairperson: **ATTY. ALVIN JOHN F. BALAGBAG**
Undersecretary and Chief of Staff, and
Chairperson, DA - Gender and Development Focal Point
System (DA-GFPS)

Vice -Chairperson: **ATTY. GENEVIEVE E. VELICARIA-GUEVARRA**
Assistant Secretary for Legislative Affairs and Department
Legislative Liaison Officer (DLLO), Assistant Secretary for
Agribusiness, Marketing, and Consumer Affairs and Head,
KADIWA Program, and Vice-Chairperson of DA- GFPS

Members: : **DIR. ANN RAY VILLOTA RIVERA, Ph.D., MMNSA**
Deputy Executive Director III/GESI Program Director
Technical Adviser for Usec for SCODA & for ODA and
GFPS Secretariat Head

And all the DA-GFPS Secretariat Staff

II. SUB-COMMITTEES:

A.	Program, Invitation and Reception Committee	<p>ANNRAY VILLOTA RIVERA, Ph.D., MMNSA Deputy Executive Director III/GESI Program Director Technical Adviser for Usec for SCODA & for ODA and GFPS Secretariat Head</p> <p>DA-GFPS Secretariat Staff Members: Ms. Zenaida S. Borlongan, RSW, MSW, PDO III Ms. Jennie Rose S. Barrios, PDO II Mr. Mark Glenn P. Valles, PDO II Ms. Anna Lyne B. Quimosing, PDO II Ms. Yennil Blue J. Abong, PA III</p>
B.	Photo/ Video Documentation, Promotion, Exhibit, Printing of Program, and Sound System Committee	<p>CHERYL C. SUAREZ Chief, AFID</p>
C.	Special Events Committee (Agri-Products, Exhibits, Bazaars, Tiangge, etc.)	<p>JUNIBERT E. DE SAGUN Director, AMAS</p>
		<p>For Crops:</p> <ul style="list-style-type: none"> ● U-NICHOLS A. MANALO, Program Director, National Rice Program ● MILO D. DELOS REYES, CESO III, Program Director, National Corn Program ● JOSEPH C. MANICAD, Program Director, High-Value Crops Development Program <p>For Livestock:</p> <ul style="list-style-type: none"> ● DR. JONATHAN V. SABINIANO, Program Director, National Livestock Program ● DIOSAMIA M. SEVILLA, MSc, Office-in-Charge-Director, Bureau of Animal Industry ● ATTY. MARCUS ANTONIOUS T. ANDAYA, Acting Administrator, National Dairy Authority ● LIZA G. BATTAD, Ph.D., Executive Director, Philippine Carabao Center <p>For Fisheries:</p> <ul style="list-style-type: none"> ● ELIZER S. SALILIG, MFT, Director, Bureau of Fisheries and Aquatic Resources ● ATTY. GLEN A. PANGAPALAN, Acting General

		<p>Manager, Philippine Fisheries Development Authority</p> <ul style="list-style-type: none"> ● LILIAN C. GRACIA, CESO V, Executive Director, National Fisheries Research and Development Institute
D.	Finance, Ways and Means Committee	TELMA C. TOLENTINO Assistant Secretary for Finance
E.	Physical Arrangement Committee	RONALD C. PAMITTAN Chief, GSD
F.	Food Provision and Promotional Materials Committee	<p>ANNRAY V. RIVERA, Head, Gender and Development Focal Point System Secretariat (GFPS)</p> <p>CONSUL ARMI LOPEZ-GARCIA, Chairperson, Philippine Cacao Industry Council</p> <p>GERALD GLENN F. PANGANIBAN, Director, Bureau of Plant Industry</p> <p>JULIETA E. OPULENCIA, Officer-in-Charge - Executive Director, Philippine Council for Agriculture and Fisheries</p> <p>ELIZER S. SALILIG, MFT, Director, Bureau of Fisheries and Aquatic Resources</p> <p>LIZA G. BATTAD, Ph.D., Executive Director, Philippine Carabao Center</p> <p>DIOSAMIA M. SEVILLA, MSc, Office-in-Charge-Director, Bureau of Animal Industry</p> <p>BERNADETTE F. SAN JUAN, CESO III, Program Director, National Organic Agriculture Program</p> <p>ATTY. JOVY C. BERNABE, President, Philippine Crop Insurance Corporation</p> <p>JOSEPH C. MANICAD, Program Director, High-Value Crops Development Program</p> <p>DR. DEXTER R. BUTED, Administrator, Philippine Coconut Authority</p> <p>JOHN C. DE LEON, Ph.D., Executive Director, Philippine Rice Research Institute</p> <p>ARNOLD I. ATIENZA, Executive Director, Philippine Fiber Industry Development Authority</p>
G.	Accommodation and Convention Hall Committee	<p>GINA P. NILO, Ph.D, Director, Bureau of Soils and Water Management</p> <p>ENGR. REMELYN R. RECOTER, MNSA, CESO III, Director, Agricultural Training Institute</p> <p>JULIETA E. OPULENCIA, Officer-in-Charge - Executive Director, Philippine Council for Agriculture and Fisheries</p>
H.	Transportation Committee	<p>ENGR. REMELYN R. RECOTER, MNSA, CESO III, Director, Agricultural Training Institute</p> <p>RONALD C. PAMITTAN, Chief, General Service Division</p>

FUNCTIONS OF SUB-COMMITTEES:

a. Program, Invitation, and Reception Committee

This committee shall be responsible for preparing the overall concept and program of activities, inviting Resource Persons and participants, as well as monitoring the progress of all preparatory activities for the event.

b. Photo/ Video Documentation, Promotion, Exhibit, Printing of Program, and Sound System Committee

This committee shall be responsible for preparing the Information, Education, and Communication (IEC) materials needed by all the sub-committees and shall be in charge of the exhibition materials, design layout, and documentation.

c. Special Events Committee (Agri-Products, Exhibits, Bazaars, Tiangge, etc.)

This committee shall be responsible for facilitating the exhibits, bazaar, and coordinating with the concessionaires, including the physical set-up of the exhibit/ booths of the concessionaires during the event.

d. Finance, Ways and Means Committee

This committee shall be responsible for ensuring the proper flow of financial documents and procurement of all the items needed for the event.

e. Physical Arrangements Committee

This committee shall be responsible for providing security and enforcing protocols on the conduct of activities and shall be in charge of providing technical assistance during the event

f. Food Provision and Promotional Materials Committee

This committee shall be responsible for the preparation of the food needed for the event as well as in charge of coordinating the provision of accommodation for the guests, as necessary.

g. Accommodation and Convention Hall Committee

This committee shall provide room accommodations, prepare a masterlist of room assignments, and assist in the checking in and out of guests/participants to the NWM celebration.,

h. Transportation Committee

This committee shall take care of the transportation requirements; coordinate with the Program, Invitation, and Reception Committee for the airport and local transfers of participants; and, manage trips of service vehicles and arrange dispatching of vehicles and parking.

All expenses for the celebration of the National Women's Month shall be charged against the respective GAD funds of the concerned DA offices, subject to existing 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 14th day of February 2025.


FRANCISCO P. TIU LAUREL JR.
Secretary



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