



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH
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SPECIAL ORDER

No. 211
Series of 2024

SUBJECT : AD HOC ACTION COMMITTEE FOR UNLIQUIDATED R4D GRANTS

To ensure transparency and accountability among the bureau's partner research for development (R4D) Implementing Agencies (IAs), and to facilitate the smooth processing of R4D grants being allocated to them, an ad hoc action committee to fastrack liquidation of unliquidated R4D funds is hereby created, as follows:

Chair : **Roberto S. Quing, Jr.**
Head, Accounting Unit (AU)

Vice-chair : **Amavel A. Velasco**
OIC-Assistant Head, Program Monitoring, Evaluation, and Linkaging Division (PMELD)

Members : **Adriel C. Abando**
Assistant Head, Program Development Division (PDD)

Gretel F. Rivera
Head, Cash Unit

Atty. Charmaine V. Cayaban, JD
Office of the Director (OD)

Secretariat : **Geline Nicole A. Morillo, OD**
Julie Ann L. Dulay, PMELD
Candice M. Guilaran, PDD
Ricardo S. Barberan, AU
Estephanie T. Malate, AU

As such, the members of the Ad hoc Action Committee shall perform the following duties and responsibilities:

1. Prepare action plans to significantly reduce the amount of unliquidated funds of the IAs;

2. Closely coordinate and work with the IAs relative to their respective project's financial utilization, accountabilities, and liquidations;
3. Extend technical and administrative guidance to the IAs if necessary;
4. Submit a monthly status of unliquidated R4D grants to the Office of the Director;
5. Perform other relevant activities as directed by higher authorities.

It is expected that through the Action Team's intervention, the amount of unliquidated funds will be reduced by eighty percent (80%) at the end of June 2025.

All expenses to be incurred in relation to the activities of the committee shall be charged against DA-BAR funds subject to the usual accounting and auditing rules and regulations.

This order shall take effect immediately and shall remain in force unless revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 20th day of September 2024.


JUNEL B. SOBRIANO, PhD
Director

