



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, Quezon City, 1100  
Trunkline (632) 929-66-26 • 929-6628 • 929-6635 • 929-4028 • 929-3618  
426-0465 • 426-0001 • 426-0347 • 426-0480 • 426-0491  
Voice-Over-Internet-Protocol (VOIP) Trunkline (632) 755-3330 • 755-3300

MEMORANDUM

TO : **The Directors**  
Human Resource Development Service  
Foreign Assisted and Special Projects Service  
Forest Management Bureau  
Biodiversity Management Bureau  
Land Management Bureau  
Ecosystems Research and Development Bureau

**The Regional Executive Directors**  
Regions I to XIII except NCR (RCI-TWG Members)

FROM : **The Undersecretary**  
Policy, Planning and International Affairs

SUBJECT : **REVISED CONVERGENCE AREA DEVELOPMENT PLAN (CADP)  
MANUAL OF OPERATIONS WRITESHOP (FINAL DRAFTING) ON  
SEPTEMBER 14 TO 17, 2021 IN LAGUNA**

DATE : JUN 10 2021

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This has reference to the attached Department of Agriculture Special Order No. 211, Series of 2021 signed by Secretary William D. Dar, Ph.D., relative to the above-mentioned event to be held on September 14 to 17, 2021 in Laguna.

In this regard, please ensure the participation of the following involved in the implementation of NCI-SRD in the above event:

COMPONENT WORKING GROUP	NO. OF PARTICIPANTS
Capacity Development	2
RCI-TWG DENR Regions I to XIII (except NCR)	16

Please note the number of participants allowed in the said event. Furthermore, a Special Order regarding this event was already forwarded to the Office of the Undersecretary for Legal, Administration, Human Resources and Legislative Affairs for his approval. We will appreciate receiving feedback on the outcome of the event. For more inquiries and confirmation of attendance, please directly coordinate with the NCI-SRD Secretariat at telephone no. 8-929-5683/8-929-4927 or email at [ncisrd@da.gov.ph](mailto:ncisrd@da.gov.ph). Attached is a copy of DENR permanent alternate representative/s for the each CWG.

For your consideration and appropriate action.

ATTY. JONAS R. LEONES



MEMO NO. 2021 - 435

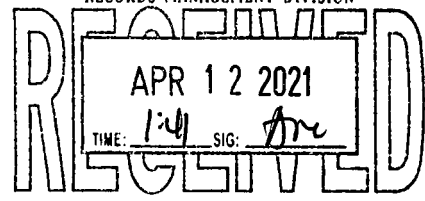
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Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman  
1100 Quezon City

of: Secretary

DEPT. OF ENVIRONMENT AND NATURAL RESOURCES  
RECORDS MANAGEMENT DIVISION



**SPECIAL ORDER**  
No. 211  
Series of 2021

**SUBJECT: REVISED CADP MANUAL OF OPERATIONS WRITESHOP (FINAL DRAFTING), SEPTEMBER 14 TO 17, 2021, LAGUNA**

In the interest of the service, authority is hereby granted to all the concerned personnel of the Department of Agriculture involved in the NCI-SRD to participate in the Revised CADP Manual of Operations Writeshop (Final Drafting) on September 14 to 17, 2021 in Laguna.

In line with this, the following personnel are authorized to attend the activity:

<b>DEPARTMENT OF AGRICULTURE (DA)</b>	
<b>Participants</b>	<b>No. of Pax</b>
<b>National Level</b>	
NCI-SRD Permanent Alternate Chairperson – Undersecretary Waldo Carpio and staff	2
National Focal Person/Deputy National Focal Person – Undersecretary William Medrano/Director Sonia M. Salguero and staff	2
Capacity Development Component Working Group 1. DA-Agricultural Training Institute – Deputy Director Rosana Mula/Editha Vinuya/Kim Joseph Medrana 2. DA-Bureau of Agricultural Research – Glenn Dimayuga/Bryan Orozco	4
National Secretariat 1. Director Leo Cañeda/Erika Joy Navarro 2. Justine Devela/Ramidette Bernal 3. Marineh Ambrosio 4. Daniel Portillo 5. Lucia Lanugan/Rico Teano 6. Claver Collante	6
<b>Regional Level</b>	
Regional Convergence Initiative Technical Working Group (RCI TWG) CALABARZON Chairperson and staff 1. Regional Executive Director Nonito Tamayo	4
RCI TWG Focal Persons/Secretariat (16 regions)	16
<b>Sub-Total</b>	<b>34</b>

<b>DEPARTMENT OF AGRARIAN REFORM (DAR)</b>	
<b>Participants</b>	<b>No. of Pax</b>
<b>National Level</b>	
Capacity Development Component Working Group	2
<b>Regional Level</b>	
RCI TWG Members/Secretariat (16 regions)	16
<b>Sub-Total</b>	<b>18</b>

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with prosperous farmers and fisherfolk



<b>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)</b>	
<b>Participants</b>	<b>No. of Pax</b>
<b>National Level</b>	
Capacity Development Component Working Group	2
<b>Regional Level</b>	
RCI TWG Members/Secretariat (16 regions)	16
<b>Sub-Total</b>	<b>18</b>

<b>DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG)</b>	
<b>Participants</b>	<b>No. of Pax</b>
<b>National Level</b>	
Capacity Development Component Working Group	2
<b>Regional Level</b>	
RCI TWG Members/Secretariat (16 regions)	16
<b>Sub-Total</b>	<b>18</b>


Facilitators/Resource Persons	2
1. Oscar O. Parawan	
2. Miraflor Pandela-Sanchez	
<b>Sub-Total</b>	<b>2</b>

<b>GRAND TOTAL</b>	<b>90</b>
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Expenses incurred in the conduct of the activity, including food, accommodation, venue, activity materials, and honoraria of facilitators/resource persons shall be charged against the DA-OSEC funds earmarked for NCI-SRD, subject to existing government auditing and accounting regulations. Traveling expenses and per diem of the participants shall be charged against the funds of the respective agencies concerned.

This Order takes effect immediately and shall remain in force until revoked in writing and all orders and memoranda inconsistent herewith are deemed revoked.

Done this 8th day of March 2021.

  
**WILLIAM D. DAR, PhD**  
 Secretary

DEPARTMENT OF AGRICULTURE  
 in replying pls cite this code :  
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