

SPECIAL ORDERNo. 92
Series of 2025

SUBJECT: CREATION OF A WORKING COMMITTEE FOR THE LAUNCHING OF THE PHILIPPINE SUSTAINABLE AGRICULTURE INITIATIVE (PHSAI) AND PHILIPPINE DECLARATION FOR SUSTAINABLE AGRICULTURE ON MAY 5, 2025.

In the exigency of service and to expedite the preparation for the successful launching of the Philippine Sustainable Agriculture Initiative (PHSAI) and the Philippine Declaration for Sustainable Agriculture on May 5, 2025, a Working Committee is hereby created with the following composition and functions:

STEERING COMMITTEE

Chair : Junel B. Soriano, PhD
Co-chair : Joell H. Lales
Members : Raymond Patrick L. Cabrera
Salvacion M. Ritual
Anthony B. Obligado, PhD, MNSA
Melody T. Memita

Terms of Reference:

1. Set policies and directions in the overall planning and conduct of the activity.
2. Provide guidance and directions to the various working committees.
3. Monitor and assess the implementation of the activities of each working committee.

PROGRAM & INVITATION COMMITTEE

Chair : Daryl Lou A. Battad
Members : Maria Ruby G. Lumongsod
Gian Carlo R. Espiritu

Terms of Reference:

1. Facilitate the overall coordination for the preparation of the event.
2. Prepare the Program of Activities.
3. Prepare and send invitation letters to guests and participants and follow-up confirmation and provide a list to the working committees.

REGISTRATION AND RECEPTION COMMITTEE

Chair : Julia A. Lapitan
Members : Engr. Bernadette P. Galve
Glacelle Alyne C. Malinao

Terms of Reference:

1. Secure Attendance Sheets and provide Certificate of Appearance for the activity.
2. Provide a list of VIPs to the Program Committee for proper acknowledgment during the opening and closing programs.
3. Assist in guiding the guest of honor, VIPs, resource person and other participants during the ceremony and ensure that VIPs are escorted to their designated areas.

PHYSICAL ARRANGEMENT COMMITTEE

Chair : Lyn D. Pardilla
Members : Eric J. Morales
Engr. Shaina A. Balingbing

Terms of Reference:

1. Coordinate with the DA/BSWM to conceptualize the set-up and final layout of the overall venue.
2. Conduct a pre-event site inspection to validate the layout plan, address potential logistical challenges, and finalize arrangements.

DOCUMENTATION & PUBLICITY COMMITTEE

Chair : Daryl Lou A. Battad
Members : Geline Nicole A. Morillo
Ma. Eloisa H. Aquino

Terms of Reference:

1. Prepare and oversee the production of all event collaterals such as Audio Visual Presentations, Declaration of Commitment and Certificate of Appreciation for the VIP guests.
2. Prepare messages for keynote speakers.
3. Document all proceedings of the event, and prepare releases for dissemination and publication.

FOOD, TRANSPORTATION AND TOKEN COMMITTEE

Chair : Judith A. Maghanoy
Members : Lara Abegail S. Espiritu
Ryan Joseph M. Abrigo

Terms of Reference:

1. Facilitate the provision and distribution of food to participants and guests.
2. Preparation and distribution of tokens to VIP guests

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All expenses to be incurred by the Working Committee in relation to the performance of the above duties and responsibilities shall be charged against BAR funds subject to the usual accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until the conduct of the event. All orders, memoranda, and other issuances inconsistent herewith are deemed revoked.

Done this 14th day of April 2025


JONEL B. SORIANO, Ph.D.
Director