



Republic of the Philippines

Department of Agriculture

Fertilizer and Pesticide Authority

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May 9, 2023

SPECIAL ORDER

No. 94

Series of 2023

SUBJECT : AMENDMENT TO SPECIAL ORDER NO. 92 SERIES OF 2023

In the interest of the service, the Special Order No. 92, series of 2023, or the "Creation of the FPA Project Management Committee (PMC) for the Acceptance of 20,000 Metric Tons of Urea from People's Republic of China" is hereby amended, to include **Ms. Shiena Lyn D. Atienza**, Accountant III, Finance and Administrative Division (FAD), as one of the members of the Project Management Committee (PMC).

Moreover, the following are **added** to the existing duties and functions of the PMC:

1. Use the amount transferred only for the purpose specified in the MOA and, in general, manage, and disburse in accordance with applicable laws, and with generally accepted accounting and auditing rules and procedures;
2. Submit to Department of Agriculture the following reportorial requirements:
 - a. within thirty (30) days from completion of the project Report of Checks Issued (RCI) and Report of Disbursement (RD)/Liquidation Report to account the utilization of funds, which reports must be approved by the head of FPA, certified correct by its Accountant;
 - b. Financial/Liquidation Report to account the fund utilization. These must be submitted to the DA within a period of forty-five (45) days from the completion of the Project; and
 - c. Terminal reports (with photo documentation) which must be submitted with the above-stated financial report/liquidation documents.

All other provisions in Special Order No. 92, s. 2023 shall remain the same.

This Order shall take effect immediately.

JULIETA B. LANSANGAN

OIC-Executive Director



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