



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

SPECIAL ORDER

No. 949

Series of 2021

**SUBJECT : CREATION OF THE RICE COMPETITIVENESS ENHANCEMENT
FUND PROJECT MANAGEMENT OFFICE (RCEF PMO)**

The RCEF PMO is hereby constituted to guide and accelerate the converged implementation of RCEF-Mechanization, Seed, Credit, Extension, and RFFA Components towards greater impact on Filipino rice farmers and the Philippine rice industry as a whole. The RCEF PMO shall also serve as the RCEF National Program Coordination Team Secretariat (NPCT Secretariat) and RCEF Program Steering Committee (PSC) Secretariat.

Specifically, the RCEF PMO shall perform the following functions:

- Serve as the overall RCEF technical, financial, and administrative management;
- Guide and harmonize media and communication initiatives on RCEF in coordination with the PSC Chairperson;
- Prepare general RCEF documents/correspondence;
- Prepare for the RCEF PSC Meetings and other related meetings;
- Provide consolidated updates and reports to the PSC Chairperson and other oversight committee;
- Conduct joint planning and implementation of the RCEF program components and its complementation with the National Rice Program;
- Provide logistics support and coordination for RCEF related activities; and
- Conduct field monitoring to assess the status of program implementation;

It will be composed of fourteen (14) personnel with the following designation and position:

Head of Office : Undersecretary for Operations

Assistant Head of Office : Director of the Philippine Integrated Rice Program

Operations

**Coordinating/
Technical Unit** : Overall Focal/ Report Officer
Focal person for Mechanization Component
Focal person for Seed Component
Focal person for Extension Component
Focal person for Credit Component
Focal person for RFFA Component

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Planning, Monitoring and Evaluation Unit : Planning Officer
Monitoring Officer
Evaluation Officer

Support to Operations

Administrative and Finance Unit : Budget Officer
Accounting officer
Administrative Assistant/Liaison Officer

Communications and IT Support Unit : Communications Development Officer
Website Administrator and ICT Support Staff

Consultants : NRP Consultants

FUNCTIONS

A. The PMO Head shall:

1. Provide specific operational policy directions in supplement of the overall guidance from the PSC to accelerate RCEF convergence;
2. Recommend operational strategies to RCEF Implementing Agencies (IAs) for enhanced and integrated delivery of interventions;
3. Guide the Operations Group in crafting the RCEF Convergence Plan and endorse the same to the PSC for approval; and
4. Facilitate joint planning and progress review of the RCEF Programs.

B. The Assistant Head shall:

Directly oversee the day to day operations and administrative management of the RCEF PMO.

C. Operations Group

C.1. The Technical Unit shall:

1. Develop the RCEF Convergence Plan under the guidance of the RCEF PSC Members and RCEF IAs;
2. Ensure concurrence of the respective work and financial plans of each Implementing Agencies to the RCEF Convergence Plan;
3. Review the list of targets FCAs identified by PhilMech; and
4. Report the progress of outputs and outcomes of the RCEF implementation relative to the baseline and targets.


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C.2. The Planning, Monitoring and Evaluation Unit shall:

1. Develop the RCEF Impact Monitoring System in partnership with implementing agencies;
2. Identify progress indicators of outputs and outcomes of RCEF implementation;
3. Conduct the annual review of RCEF Programs; and
4. Engage a third party for the evaluation of midterm and ex-post impacts of the RCEF program.

D. Support to Operations Group

D.1. Administrative and Finance Unit:

1. Responsible for effective implementation and review of administrative policies/procedures;
2. Develop budgetary targets;
3. Ensure financial control including develop a comprehensive mechanism of command and control;
4. Maintain records confidentiality.

D.2. Communications and IT Support Unit shall:

Provide governance for the use of network and operating systems, and assist in providing the operational units the functionality they need.


Specifically, the unit shall:

1. Plan, implement, manage, monitor, and upgrade the RCEF official website and database/RCEF IMS as prescribed by the IRR of R.A. No. 11203;
2. Coordinate with the Strategic Communications Offices for a harmonized media and communication initiatives of RCEF; and
3. Provide RCEF Oversight Committee regular update reports on the advancements of the RCEF official website and RCEF IMS.

Likewise, the RCEF components shall converged on the 42 identified provinces with higher adoption to certified inbred seeds focusing on the Farmer Cooperatives and Associations (FCAs).

This Special Order supersedes SO 839 s. 2019, SO 455 and 457 s. 2021, and other issuances inconsistent hereof.

Done this 20th day of December 2021.


WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

In replying pls cite this code :
For Signature: S-12-21-0175
Received : 12/09/2021 02:30 PM

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