



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

Department Order

No. 02

Series of 2021

**SUBJECT: AMENDMENT TO DEPARTMENT ORDER NO. 3, SERIES OF 2019
RE: NEW SET OF GUIDELINES FOR THE CONDUCT OF THE
ORGANIC AGRICULTURE ACHIEVERS' AWARDS (OAAA)**

I. RATIONALE AND OBJECTIVE

Section 2 of Republic Act 10068, as amended by Republic Act 11511, provides that it is the policy of the State to promote, propagate, develop, further and implement the practice of organic agriculture in the Philippines. Further, Section 24 of Republic Act 10068, as amended by Republic Act 11511, provides that the Department of Agriculture may give cash reward in recognition of the best organic farm in the country. To help in the promotion of organic agriculture, the National Organic Agriculture Program (NOAP) hereby presents this guideline for the Organic Agriculture Achievers' Award (NOAAA).

II. DESCRIPTION AND CATEGORIES

There shall be two levels of awards, the Regional Organic Agriculture Achievers' Awards (ROAAA) and the National Organic Agriculture Achievers' Awards (NOAAA). The below matrix presents the categories with corresponding number of winners and awards in the ROAAA and the NOAAA. Prizes are subject to applicable taxes.

| Category | No. of winners | Regional Award | National Award |
|--|----------------|----------------|------------------|
| 1. Province | 1 | Php 500,000.00 | Php 3,750,000.00 |
| 2. City/Municipal | 1 | Php 300,000.00 | Php 1,250,000.00 |
| 3. Provincial Focal Person | 1 | Php 25,000.00 | Php 62,500.00 |
| 4. City/Municipal Focal Person | 1 | Php 20,000.00 | Php 50,000.00 |
| 5. Agricultural extension Worker | 1 | Php 15,000.00 | Php 37,500.00 |
| 6. Small Farmer Individual | | | |
| a. Small Farmer -Crop | 1 | Php 30,000.00 | Php 125,000.00 |
| b. Small Farmer - Livestock/Aquaculture | 1 | Php 30,000.00 | Php 125,000.00 |
| 7. Farmer's Group (including PGS Group) | 1 | Php 100,000.00 | Php 625,000.00 |
| 8. Organic Farming Family | 1 | Php 50,000.00 | Php 375,000.00 |
| 9. Young Farmer | 1 | Php 30,000.00 | Php 125,000.00 |

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III. QUALIFICATIONS AND DOCUMENTARY REQUIREMENTS

| Category | Qualifications | Documentary Requirements |
|---------------------------------------|---|---|
| LGU (Province and City/ Municipality) | <p>Increase of 1 % of organic agriculture area as of preceding year;</p> <p>Must have an Organic Agriculture Ordinance indicating the Organic Agriculture Zones and Appropriating Funds for Organic Agriculture in their jurisdiction;</p> <p>Must have a functional organic agriculture local technical committee (OA-LTC) with LTC activity with in a year;</p> <p>Organic agriculture must be included in the Annual Investment Plan (AIP) with corresponding budget allocation (AIP).</p> | <ul style="list-style-type: none"> ● Organic Agriculture Ordinance ● Special Order on the Creation of LTC OA ● Annual report of LTC on OA ● Annual directory of stakeholders ● Three-year (minimum) OA Municipal Comprehensive Plan or OA Municipal Comprehensive Development Plan including OA ● Compliance with 50% of agriculture funds to be spent on OA (annual OA budget) ● A simple plan of what they will do with the money if they win, as a basis of a project proposal. |
| Provincial Focal Person | <p>Must be an active organic agriculture focal person for at least two (2) years;</p> <p>Must be endorsed by the grassroots/farmers organizations assisted;</p> <p>Must have a function LTC in the province. Recommendations/nominations must be endorsed by the grassroots/farmers' organizations;</p> <p>Growth/Development (in terms of output) of PGS in the province. (in area and number).</p> | <ul style="list-style-type: none"> ● Written testimonies of grassroots/ farmers' organizations. ● Endorsement from Farmer Group in his/her Province or in absence thereof endorsement from a Farmers Assoc or Coop he/she has assisted will do. ● Personal Data Sheet (PDS) ● Annual Directory of OA stakeholder |
| City/ Municipal Focal Person | <p>Must be in service in organic agriculture program for at least two (2) years;</p> <p>Must have a function LTC in the province. Recommendations/nominations must be endorsed by the grassroots/farmers' organizations;</p> <p>Growth/Development (in terms of output) of</p> | <ul style="list-style-type: none"> ● Endorsement from Farmer Group in his/her town or City or in absence thereof endorsement from the Municipal or City Agri and Fisheries Council will do. ● Written testimonies of |





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| | PGS in the province. (in area and number). | grassroots/ farmers' organizations. <ul style="list-style-type: none"> ● Personal Data Sheet (PDS) ● Annual Directory of OA Stakeholder |
| Agricultural Extension Worker | <p>Must be in service to organic agriculture program for at least one (1) year during the said period as attested by the Municipal Agriculture Office (MAO)/Municipal Agriculturist (MA);</p> <p>Assisted at least five (5) Organic Agriculture Program, Activities and Projects (PAPs) (to include in the template parameters of assistance);</p> <p>Must be endorsed by the PGS Group in his/her AREA OF COVERAGE in absence thereof endorsement from a Farmers Coop or Association will do.</p> <p>Recommendations by the grassroots/farmers' organizations; and</p> <p>Must be endorsed by the civil society he/she serves: small farmer groups (farmer, fisherfolk, IP), NGOs, market groups, SUCs, and other relevant groups/sectors/institutions.</p> | <ul style="list-style-type: none"> ● Endorsement by the PGS Group in his/her AREA OF COVERAGE in absence thereof endorsement from a Farmers Coop or Association will do. ● Written Narrative or Testimony about the AEW's efforts from group/s he/she has assisted. ● Personal Data Sheet (PDS) ● Annual directory of OA stakeholders |
| Small Farmer Individual (a. Small Farmer – Crop and b. Small Farmer – Livestock/Aquaculture) | <p>Must be an organic agriculture practitioner who is on small-scale farming or aquaculture activities as their primary source of income and cultivates not more than five (5) hectares of agricultural farms;</p> <p>Must have an endorsement from the Barangay chairman that the nominees is a resident of the locality, a Filipino citizen and of good moral character;</p> <p>Must be endorsed by the Farmer Group in his/her town or City or in absence thereof endorsement from the Municipal or City Agri and Fisheries Council will do; and</p> <p>Preferably PGS or third-party certified.</p> | <ul style="list-style-type: none"> ● Endorsement by the Farmer Group in his/her town or City or in absence thereof endorsement from the Municipal or City Agri and Fisheries Council will do. ● Must submit a copy of the following documents: farm records, farm reports of operations, expenses and income in at least two (2) cropping seasons immediately preceding the evaluation period. ● Farm records, photos, farm portfolio |





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| <p>Farmer's Group (including PGS Group)</p> | <p>A people's organization engaged in organic farming, value-adding activities, and organic agriculture advocacy for at least three (3) years duly registered under Philippine Laws (SEC, CDA, DOLE, DSWD);</p> <p>Must have a good track record in the development and management of organic agriculture projects and/or has the institutional capabilities to implement such projects;</p> <p>Must have an established and operational Internal Control System (ICS) for at least one (1) year; and</p> <p>Preferably PGS or third-party certified;</p> | <ul style="list-style-type: none"> ● Proof of registration to Philippine Laws (SEC, CDA, DOLE, DSWD) ● Registry of members ● OA Profile of members ● Business Plan/Project proposal ● ICS ● Project reports with acceptance ● Certificate of Good Standing ● Farm records, photos, portfolio, farm portfolio |
| <p>Organic Farming Family</p> | <p>Major source of income should be organic farming for a period for at least three (3) years;</p> <p>Must have a certification from the Barangay Chairman of the family members working in the farm as residents of the locality, are Filipino citizens and are of good moral character;</p> <p>At least one (1) member of the family is a full-time farmer or engaged in farming and family members are actively participating in organic farming activities including production to marketing;</p> <p>Must be a member of community-based/sector-based organizations (farmer group/fisherfolk/IP) whenever applicable.</p> | <ul style="list-style-type: none"> ● Certification from the Barangay Chairman ● Endorsement letter from the community-based/sector-based organizations (farmer group/fisherfolk/IP) whenever applicable. ● Farm records, photos, farm portfolio |
| <p>Young Farmer</p> | <p>Must be an organic agriculture practitioner, farmer, and an advocate for at least two (2) years, and must be endorsed by community-based/sector-based organizations (farmer/fisherfolk/IP) whenever applicable;</p> <p>Must have a certification from the Barangay Chairman of the family members working in the farm as residents of the locality, are Filipino citizens and are of good moral character;</p> <p>Must be between fifteen (15) to thirty (30) years old at the time of nomination; and</p> | <ul style="list-style-type: none"> ● Certification from the Barangay Chairman ● Birth Certificate ● Endorsement letter from organization promoting Organic Agriculture or Civic or Church Youth Group ● Farm records, farm reports of operations, expenses and income in at least two (2) cropping seasons immediately preceding the evaluation |

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| | Must be a member of any organization promoting Organic Agriculture or Civic or Church Youth Group. | period. ● Farm records, photos, farm portfolio |
|--|--|---|

IV. DISQUALIFICATIONS

1. Nominees for the small farmer individuals, agricultural extension workers, provincial and municipal focal persons, organic farming family, and organic young farmer categories must not be related to and must not be a member of the Regional Technical Search Committees (RTSC);
2. Nominees for the Gawad Saka Outstanding Organic Farmer Category are no longer allowed to participate in the NOAAA Small Farmer Category;
3. The previous year's national winners are not allowed for nominations for a year in the same category under the NOAAA Search.
4. A nominee who wins the same award three (3) times within ten (10) years will be included in the NOAAA Hall of Fame and shall not be allowed to compete henceforth.

V. COMPOSITION AND ROLES OF TECHNICAL SEARCH COMMITTEES

A. Regional Technical Search Committee (RTSC)

1. Functions:
 - a. Receives nominations for the Search;
 - b. Screens the applications based on completeness of documents;
 - c. Conducts field visits;
 - d. Deliberates results of field validations;
 - e. Endorses winners to the NTSC; and
 - f. Conduct post-evaluation of the process implemented and set plans for the program and activities for the succeeding year.
2. Composition:

Chairperson: Regional Technical Director for Operations

Vice-chair: Organic Agriculture Program Focal Person

Members: ATI Regional Center Director
Regional Agricultural and Fisheries Council (RAFC)
Agribusiness & Marketing Assistance Division (AMAD)
Agriculture & Fisheries Information Division (AFID)
Regulatory Division

Secretariat: OA Program Staff


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B. National Technical Search Committee (NTSC)

1. Functions

- a. Formulates guidelines and score sheet to be used in the search;
- b. Evaluates submitted documents endorsed by the RTSC;
- c. Select-shortlisted nominees;
- d. Conducts and deliberates on the results of field validations;
- e. Endorses winners to the NOAB; and
- f. Conduct post-evaluation of the process implemented and set plans for the program and activities in the succeeding year.

2. Composition

| | |
|-----------------|---|
| Chairperson: | National Program Coordinator, NOAP /NOAP-NPCO |
| Co-Chairperson: | Deputy Program Coordinator, NOAP |
| Members: | Field Operations Service (FOS) Agribusiness and Marketing Assistance and Services (AMAS) Agriculture Training Institute (ATI) Bureau of Animal Industry (BAI) Bureau of Agriculture and Fisheries Standards (BAFS) Bureau of Fisheries and Aquatic Resources (BFAR) Bureau of Plant Industry (BPI) Bureau of Soils and Water Management (BSWM) Philippine Center for Postharvest Development and Mechanization (PhilMech) National Organic Agriculture Program – National Program Coordination Office (NOAP-NPCO) Office of the Undersecretary for Regulations |
| Secretariat: | National Organic Agriculture Program – National Program Coordination Office (NOAP-NPCO) |

VI. SELECTION PROCESS

A. ROAAA

1. The Search shall be done for a period of one year preceding the Award Year.
2. The nominees shall submit the required documents to the Regional Field Office.
3. The RTSC shall evaluate the completeness of the documents. Only qualified nominees as defined in Section III with complete portfolio shall be evaluated during the Search.
4. The RTSC shall conduct farm visits of the nominees.

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5. The RTSC shall rate the nominees in accordance with the score sheet.
6. The RTSC shall submit a report to the NTSC.
7. The report shall be e-published in all applicable websites, such as the DA website, NOAP website, ATI website, and RFO website, and posted in three (3) conspicuous places.
8. If no appeal is received within seven (7) working days from the e-publication of winners and posting in public places, the RTSC shall declare the winners.
9. If appeals are made prior to the prescription period, the appeal process shall commence.

B. NOAAA

1. The Search shall be done for a period of one year preceding the Award Year.
2. The RTSC shall submit the documents of their regional winners to the NTSC.
3. The NTSC shall evaluate the completeness of the documents. Only qualified nominees as defined in Section III with complete portfolio shall be evaluated during the Search.
4. The NSTC shall rate the nominees in accordance with the score sheet.
5. The NTSC shall submit a report on the rating to the NOAB.
6. The report shall be e-published in all applicable websites, such as the DA website, NOAP website, ATI website, and RFO website, as well as posted in three (3) conspicuous public places.
7. If no appeal is received within seven (7) working days from the e-publication of winners, the NOAB shall declare the winners.
8. If appeals are made prior to the prescription period, the appeal process shall commence.

VII. APPEAL PROCESS

Appeals may be done within seven (7) working days from the e-publication of winners by writing the NOAB through the NTSC Chair. The NOAB shall create an investigation task force composed of individuals it shall nominate. The task force shall consist of odd numbers of up to five (5) people. The task force shall review all documents and conduct field visits if necessary. The task force shall


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come-up with a report within two (2) weeks. The NOAB shall issue a resolution based on the findings of the task force. The decision of the NOAB is final.

VIII. FUNDING SOURCE

Expenses for the conduct of the search, including prizes, shall be charged against NOAP funds subject to existing accounting and auditing rules and regulations.

IX. AMENDATORY PROVISIONS


Amendments to this Guideline may be made after prior consultation with all program stakeholders and upon approval by the NOAB.

X. EFFECTIVITY

This guideline shall take effect upon signing and shall supersede all other issuances inconsistent herewith.

Signed this 24th day of April, 2021, in Quezon City

WILLIAM D. DAR, PhD
Secretary
Department of Agriculture

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