

**[ADMINISTRATIVE ORDER NO. 01, S. 2018,
February 22, 2018]**

**IMPLEMENTING RULES AND REGULATIONS ON THE
ACCREDITATION OF PRIVATE EXTENSION SERVICE PROVIDERS
FOR PROVISION OF EXTENSION SERVICES**

Adopted: 02 February 2018

Date Filed: 12 March 2018

Pursuant to the Department of Agriculture Administrative Order No. 11, Series of 2007, and in compliance to the provision of Section 91 of the Implementing Rules and Regulations of Republic Act No. 8435, otherwise known as the Agriculture and Fisheries Modernization Act (AFMA), the following Rules and Regulations are hereby promulgated to govern the accreditation of private ESPs.

ARTICLE I

TITLE, OBJECTIVES AND DEFINITION OF TERMS

Section 1. Title. This Administrative Order shall be known as the "Rules and Regulations Implementing the Department of Agriculture Administrative Order No. 11, series of 2007".

Section 2. Objectives. The following Rules and Regulations are hereby adopted, promulgated and issued to carry out the provisions of Administrative Order No. 11, specifically:

- a. To hasten and improve the delivery of extension services to the Department of Agriculture's client system;
- b. To provide opportunities and wider participation of the private sector in the conduct of agricultural extension services;
- c. To recognize the efforts and capabilities of private institutions/service providers dedicated to the delivery of agriculture and fisheries extension services; and
- d. To provide a variety of training programs/extension activities for farmers and fisherfolk in support of the thrusts of the agriculture and fisheries modernization program.

Section 3. Definition of Terms. When used in these Rules, the following terms shall mean:

- a. Accreditation - a certification issued by the Department of Agriculture-Agricultural Training Institute (DA-ATI), that the holder is recognized as compliant to the approved standards as provided therein of a Private

Extension Service Provider which will undertake on behalf of DA-ATI training and other complementary extension services to target clientele.

- b. Areas for Accreditation - areas where conformity to approved standards shall be ensured.
- c. Competency Matrix - a summary table of the minimum expertise and skills of the ESP's trainers, training support staff and faculty-on-call.
- d. Conformity - fulfillment of requirements.
- e. Cooperative - farmers' and fisherfolks' cooperatives.
- f. ESP Accreditation Advisory Council - the body that shall approve/disapprove application for accreditation.
- g. Extension Service Providers (ESP) - organizations which undertake training and other complementary extension activities for target clientele along the value chain (input suppliers, producers, traders, processors and consumers).
- h. Field Validation - on site confirmation, through the provision of objective evidence that the requirements have been fulfilled.
- i. Local ESP - a private Extension Service Provider operating at a regional or sub-regional level such as in a municipal/city or provincial area.
- j. Multinational Companies - business organizations whether foreign-owned or jointly-owned by Filipino citizen and foreigner; and are duly registered with the Securities and Exchange Commission to engage in agricultural and fisheries extension services.
- k. National Extension Service Provider - private Extension Service Provider with more than one (1) regional coverage.
- l. Nonconformity - non-fulfillment of a requirement.
- m. Non-Government Organizations (NGO) - a non-profit organization providing welfare and development services in the agriculture and fisheries sector.
- n. Rural-Based Organizations (RBO) - Department of Agriculture-assisted organizations, such as Pambansang Mannelon, Maguuma, Magbabaul, Magsasaka ng Pilipinas (P4MP), Rural Improvement Club (RIC) and 4-H Club, that promote agriculture and fisheries extension in the rural areas.
- o. Table Evaluation- preliminary evaluation of applicants.
- p. Trainers - individuals who are capable of preparing training designs, training modules, execution training programs, delivering modules, facilitating training activities, and/or evaluating them.
- q. Training Management Staff - individuals who provide administrative and technical assistance in the conduct/management of a training.

ARTICLE II COVERAGE

Section 4. Coverage. Accreditation shall apply to any of the following institutions/organizations which offer regular agriculture and fishery extension programs:

- a. Rural-Based Organizations
- b. Cooperatives
- c. Non-Government Organizations;
- d. People's Organizations;
- e. Multinational companies

ARTICLE III CONFLICT OF INTEREST

Section 5. Conflict of Interest. Extension Service Providers shall not be eligible for accreditation under circumstance set forth below:

- a. If an ESP combines the functions of conducting extension services as part of consultancy services for the Department of Agriculture;
- b. If an ESP is associated with or affiliated to a consultancy firm providing services to the Department of Agriculture;
- c. If any officer/staff of the ESP is related to the following by affinity or consanguinity up to the third degree: 1) Management Committee of the Agricultural Training Institute and its Center networks, or any staff involved in standard setting and accreditation activities, and 2) National and Regional ESP Accreditation Advisory Council;
- d. If an ESP has officers and staff currently employed in the government particularly with the Department of Agriculture or any agency under its supervision.

Existence of any of the above-mentioned instances shall automatically disqualify the applicant or result in the revocation of the accreditation once granted.

ARTICLE IV

ESP ACCREDITATION ADVISORY COUNCIL NATIONAL AND REGIONAL SECRETARIAT

Section 6. Composition and Term of Office of the National ESP Accreditation Advisory Council. The National ESP Accreditation Advisory Council is hereby constituted and shall be composed of the following:

- a. The Director of the Agricultural Training Institute who shall serve as the Executive Officer. As such, he shall be responsible for the execution of policies and directions of the National Council.

The following members who shall be designated by the ATI Director:

a. One representative from the Agriculture and Fisheries Extension Network

(AFEN) with the following considerations:

a.1 Agency must be appointed by the head of AFEN;

a.2 The representative must be an expert of his/her area of specialization;

a.3 He/she must have credible and vast experience on extension service; and

a.4 He/she could be reappointed by the Executive Officer of the National ESP Council.

b. One representative from the State, Universities and Colleges with the following considerations:

b.1 Must be appointed by the head of PASUC;

b.2 The representative may be preferably a holder of Ph.D. and an expert of his/her area of specialization;

b.3 He/she must have credible and vast experience on extension service; and

b.4 He/she could be reappointed by the Executive Officer of the National ESP Council.

c. One representative from the Local Government Units with the following considerations:

c.1 Must be selected from the League of Provinces or Municipalities or other Local Government Unit Organizations;

c.2 He/she must be incumbent elected official;

c.3 He/she must be familiar and supportive of the extension works of the DA; and

c.4 He/she may appoint an alternate representative in case of his non- attendance to meetings.

d. One representative from the private sector with the following considerations:

d.1 He/she must be proactive member, proprietor of any farmer-organization of the agriculture and fishery sector;

d.2 He/she advocates the thrust of DA particularly on extension; and

d.3 Must at least have a farm or manage a farm that is a learning site of ATI or is familiar on ATI's extension services.

The members shall vote among themselves a chair and a vice chair.

The Chair and Vice Chair will have a term of three (3) years without prejudice to being reappointed for another term. The members will have a term of office of three (3) years without prejudice to being reappointed for another term. In case of vacancy due to retirement, resignation, transfer, incapacitation or death, the Council may nominate replacement/s to serve the unexpired portion of the term subject to the approval of the Secretary of the Department of Agriculture.

The Council Members will be issued a National Identification Card.

Section 7. Composition and Term of Office of the Regional ESP Accreditation Advisory Council. The regional ESP Accreditation Advisory Council is hereby constituted and shall be composed of the following:

a. The Center Director of the Agricultural Training Institute who shall serve as the Regional Executive Officer. As such, he shall be responsible for the execution of policies and directions of the Regional Council.

The following members who shall be designated by the Director of the Agricultural Training Institute with considerations required in the selection of National Council be applied.

b. One representative from the Regional Agriculture and Fisheries Extension Network (AFEN)

c. One representative from the State Universities and Colleges
d. One representative from the Local Government Units

e. One representative from the private sector

The members shall vote from among themselves a chair and vice-chair.

Each member will have a term of office of three (3) years without prejudice to being reappointed. In case of vacancy due to retirement, resignation, transfer, incapacities or death, the Regional Council may nominate replacements to serve the unexpired portion of the term subject to the approval of the Director of the Agricultural Training Institute.

Section 8. Functions of the National Council. The following shall be the functions of the National Council:

a. Provide the overall policy guidelines and directions of the program;

b. Issue Accreditation Certificate through the Council's Executive Officer.

Section 9. Functions of the Regional Council. The following shall be the Functions of the Regional Council: