



Department of Agriculture
**Special Area for Agricultural
Development Program**
DA New Building, Elliptical Road,
Quezon City, Philippines

April 26, 2020

MEMORANDUM

FOR : DA REGIONAL EXECUTIVE DIRECTORS OF CAR, IV-B, V, VI, VII, VIII, IX, X, XI, XII, AND XIII

COMM. EDUARDO B. GONGONA, RET.
Undersecretary for Fisheries & Director, BFAR

ATTN : SAAD RPMSO FOCAL PERSONS
SAAD BFAR CENTRAL OFFICE FOCAL PERSON

FROM : DIRECTOR, SAAD PROGRAM

SUBJECT : WEEKLY SUBMISSION OF DIGITAL MONITORING FORM

Since we are in extended Enhanced Community Quarantine (ECQ) due to COVID-19, the activities of the SAAD Program are restricted. However, we need to check how our partner-farmers and fisherfolks are doing.

As such, we would like to introduce a digital weekly monitoring form (please see attached) which will be submitted every Monday until the ECQ is lifted.

This form will be filled up by the RPMSOs to report the current situation of our projects, from the inputs received, weekly status, and sales.

Kindly submit your accomplished form at the email address below. For queries, please contact Mr. Ian Kevin M. Sevilla, SAAD NPMO Technical and External and/or your NPMO PME Focal Persons also at the said email.

For favorable action.

Thank you.

MYER G. MULA, Ph.D.

"A food-secure Philippines with prosperous farmers and fisherfolk"



da.saadprogram@gmail.com



(02) 8929-7349
loc 2833 or 2834



/da.saadprogram



www.saad.da.gov.ph



Clustering	Legends	Details
Basic Farmer details	a	Concerned SAAD region
	b	Selected Province
	c	Selected Municipality within the province
	d	Selected Barangay within the municipality
	e	Title of livelihood project provided for the barangay
	f	The year of funding utilized for this project
	g	Package of interventions provided specific to the Project Title including training
	h	Number of Individual beneficiary provided with the project w/in the barangay
	i	If organized, name of group beneficiary recipient of the project provided
	j	Number of members within the group recipient under the selected livelihood project
	k	Number of identified Indigenous Peoples (IP) beneficiaries
	l	Number of identified non-IP beneficiaries
	m	Tribe(s) of identified IP beneficiaries
Status of Crops Production	n	Specific crops provided
	o	Target date of delivery to farmers
	p	Actual date delivered to farmers
	q	Target date to be planted by the farmers
	r	Actual date planted by the farmers
	s	Target land area (ha.) for crops to be established
	t	Actual land area (ha.) where crops were established
	u	Stage of growth of plant (ie. vegetative, flowering, fruiting, harvest, etc.)
	v	Target date of harvest
	w	Actual date of harvest
	x	Target volume of crops to be harvested
	y	Actual volume of crops to be harvested
	z	Target volume of crops sold
	aa	Actual volume of crops sold
	ab	Other details/status not discussed but requires further discussion
ac	Actual area harvested (ha.)	
ad	Other details/status not discussed but requires further discussion	
Status of Poultry Production	ae	Specific poultry provided (chicken, duck, goose, quail, etc.)
	af	Total number of identified poultry provided for the barangay
	ag	Target date of delivery to farmers
	ah	Actual date delivered to farmers

	ai	For layers, target number of eggs laid per cut-off
	aj	For layers, actual number of eggs laid per cut off (kept and sold)
	ak	For layers, actual number of eggs laid per cut off sold
	al	Price of eggs per piece
	am	Target number of broiler to be sold
	an	Actual number of broiler sold
	ao	Actual kilograms of broiler sold
	ap	Price of broiler per head
	aq	Price of broiler per kilogram
	ar	For breeder/native/free range, target heads to be produced
	as	For breeder/native/free range, actual heads to be produced
	at	From the actual number of Breeder/Native/FR sold (per head)
	au	Price per head sold
	av	Number of layer mortalities from delivery to selling
	aw	Number of broiler mortalities from delivery to selling
	ax	Number of breeder/native/free range mortalities from delivery to selling
	ay	Reasons of farmers for the cause of mortalities
	az	Actions taken to the cause of mortalities
	ba	Other details/ status not discussed but requires further discussion
	Status of Livestock	bb
bc		Number of livestock delivered
bd		Target date of delivery to farmer recipient
be		Actual date of delivery to farmer recipient
bf		For livestock intended for meat, total target number of heads to be sold based on the provided of SAAD
bg		For livestock intended for meat, total actual number of heads sold based on the provided of SAAD
bh		Actual number of livestock intended for meat sold converted in kg (live weight)
bi		Price of livestock per kg (live weight)
bj		For breeder livestock, target number of heads produced
bk		For breeder livestock, actual number of heads produced
bl		For breeder livestock, actual heads produced converted into kg (live weighth)
bm		Price per head sold
bn		Price per kilogram sold
bo		For dairy, target total liters produced per cutoff
bp	For dairy, actual total liters produced per cutoff	

	bq	Price per liter of milk sold
	br	Number of mortalities for meat/fattener from delivery to selling
	bs	Number of mortalities for breeder from delivery to selling
	bt	Number of mortalities for dairy from delivery to selling
	bu	Reasons of farmers for the cause of mortalities
	bv	Actions taken to the cause of mortalities
	bw	Other details/ status not discussed but requires further discussion
Status of Processed Goods Production	bx	Type of processed good (i.e. milled rice, coffee etc)
	by	Target number of units to be produced
	bz	Actual number of units produced
	ca	Unit used for the produced processed good
	cb	Target number of units to be sold
	cc	Actual number of units sold
	cd	Price of the processed good
	ce	Unit used for the produced processed sold
cf	Other details/ status not discussed but requires further discussion	

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	h	Number of Individual beneficiary provided with the project w/in the barangay
	i	If organized, name of group beneficiary recipient of the project provided
	j	Number of members w/in the group recipient under the selected livelihood project
	k	Number of identified Indigenous People (IP) beneficiaries
	l	Number of identified non-Indigenous People (IP) beneficiaries
	m	Tribe of identified IP beneficiaries
Status of Aquaculture Production	n	Cultured species
	o	Target date of delivery to fisherfolk
	p	Actual date delivered to fisherfolk
	q	Type of Culture System (can be extensive, semi-intensive, intensive, raceway culture, open, etc.)
	r	Target date of stocking of the species
	s	Actual date of stocking of the species
	t	Area (sq.m) where the cultured species were stocked/grown
	u	Target volume of harvest based on initial species stocked
	v	Actual volume of harvest
	w	Percentage of mortalities based on the actual harvest
	x	Initial target date of harvest
	y	Actual date of harvest
	z	Volume of fisheries sold (per kilo)
	aa	Price of raw good per kilo
ab	Other details/ status not discussed but requires further discussion	

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Status of Aquaculture Production	n	Main species caught in fishing area/ground
	o	Total volume of fish catch/landed on a ____ basis
	p	Date (mm/dd/year) the species was caught
	q	Name of fishing area/ground where the intervention is used (i.e. Visayan sea, Lake Sebu)
	r	Total volume of catch sold (kg)
	s	Selling price of catch per kg
	t	Other details/ status not discussed but requires further discussion

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Status of Postharvest Production	n	Type of fishery commodity being processed (i.e. seaweed, tamban, etc.)
	o	Volume of fishery processed on ____ basis
	p	Target date of delivery to the fisherfolk beneficiary
	q	Actual date of delivery to the fisherfolk beneficiary
	r	Selling price of the processed product per kg
	s	Volume of products sold (booked sales included)
	t	Other details/ status not discussed but requires further discussion