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

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SPECIAL ORDER
NO. 276
Series 2017

SUBJECT: **DESIGNATION OF OFFICER-IN-CHARGE (OIC) FOR THE PERSONNEL DIVISION DURING OFFICIAL TRAVELS OR PERSONAL LEAVE OF OIC-CHIEF PERSONNEL DIVISION**

In the exigency of the service and in order to facilitate the continuous processing of official documents, **MS. BELLA H. ARTIEDA,** Supervising Administrative Officer, is hereby designated as OIC-Chief of the Personnel Division while Mr. Harold T. Santillan is on official work-related travel or personal leave of absence.

As such, the designated Officer-in-Charge shall perform the inherent functions of the OIC-Chief, Personnel Division concurrent with her regular duties and responsibilities and such other tasks that may be assigned by the Secretary.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders and memoranda inconsistent herewith are deemed revoked.

EMMANUEL F. PIÑOL
Secretary

DEPARTMENT OF AGRICULTURE
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