



Republic of the Philippines
Department of Agriculture
OFFICE OF THE SECRETARY
Elliptical Rd., Diliman,
Quezon City, 1101 Philippines

SPECIAL ORDER

No. 784
Series of 2019

**SUBJECT : AUTHORITY TO ATTEND THE SEMINAR ON SOCIAL
MEDIA FOR DEVELOPMENT**

In the interest of the service, the following staff of Information and Communications Technology Service, are hereby authorized to attend, on official time, the Seminar on Social Media for Development, of ICT Literacy and Competency Development Bureau of the Department of Information and Communications Technology on September 24-25, 2019 to be conducted at Seminar Room, 2nd Floor, Department of Information and Communications Technology Building, C.P. Garcia Avenue, Diliman, Quezon City:

NAME OF ATTENDEES	DESIGNATION
1. Ms. NYMPHA D. ZABANAL	Information System Analyst II
2. Mr. KEITH AUDWIN Q. AQUINO	Administrative Aide VI
3. Mr. WECKY S. MALLA	Electronics and Communications Equipment Technician II
4. Ms. CARMELA G. VILLAFUERTE	Administrative Assistant III

They are authorized to collect the registration fee of **THREE THOUSAND PESOS (P3,000.00)** each and travelling expenses chargeable against DA-ICTS funds, subject to its availability and the usual existing government accounting and auditing rules and procedures.

Further, they are required to submit a Learning Application Plan to the Human Resource Development Division within five (5) days upon their return or written explanation in case of withdrawal or non-attendance to the seminar signed by immediate supervisor.

Done this 17th day of September 2019.


WILLIAM D. DAR, Ph.D.
Acting Secretary

DEPARTMENT OF AGRICULTURE

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