



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

SPECIAL ORDER
No. 83
Series of 2021

**SUBJECT : DESIGNATION OF MS. JESELYN B. SANTOS AS OFFICER-IN-CHARGE,
ASSISTANT DIVISION CHIEF, RECORDS DIVISION**

In the exigency of service, **MS. JESELYN B. SANTOS** is hereby designated as **OFFICER-IN-CHARGE, ASSISTANT DIVISION CHIEF, RECORDS DIVISION.**

As such, she shall perform the functions, duties and responsibilities inherent to the designation and such others as directed by the OIC-Director of the Administrative Service.

She shall be entitled to travelling expenses, per diems, and other incidental expenses that may be incurred in the performance of her functions, duties and responsibilities in view of the designation, chargeable against OSEC Funds, subject to existing government accounting and auditing rules and procedures.

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

Done this 26th day of January 2021.


WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

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with empowered and prosperous farmers and fisherfolk

