



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

SPECIAL ORDER

No. 416

Series of 2021

SUBJECT : AUTHORITY TO ATTEND THE ONLINE TRAINING ON EFFECTIVE FACILITATION SKILLS

In the interest of the service, the following staff of Information and Communications Technology Service (ICTS) are hereby authorized to attend, on official time, the Online Training on Effective Facilitation Skills of ICON Learning on July 15-17, 2021 at 1:00-3:00 p.m. via Zoom:

Name of Participant	Position	Division
1. Mr. Keith Audwin C. Aquino	Administrative Aide VI	Network Operations & Management Division
2. Ms. Rhea Aileen N. Banaag	Information System Analyst II	Database Management Division
3. Ms. Evangeline E. Caluya	Computer Programmer II	Planning Standards Division
4. Ms. Jocelyn D. Custodia	Information System Analyst I	Planning Standards Division
5. Mr. Wecky S. Malla	Electronics and Communications Equipment Technician II	Network Operations & Management Division
6. Mr. Laurenz Marvin A. Rosales	Information System Analyst II	Planning Standards Division
7. Mr. Tim Carlo C. Tapia	Computer Programmer II	Systems & Applications Development Division
8. Mr. Leo Lorenz M. Litonjua	Computer Programmer III	Systems & Applications Development Division
9. Ms. Charmaine Ellyn M. Resco	Administrative Assistant III	Systems & Applications Development Division
10. Ms. Ma. Elena Camille B. Salgado	Information System Analyst II	Planning Standards Division
11. Mr. Jayson C. Villanueva	Information System Analyst III	Database Management Division
12. Ms. Nympha D. Zabanal	Information Technology Officer I	Planning Standards Division

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They are authorized to collect the webinar fee of **THREE THOUSAND PESOS** (₱3,000.00) each, chargeable against the DA-ICTS funds, subject to its availability and the usual existing government accounting and auditing rules and regulations.

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

Done this 14th day of June 2021.


WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

in replying pls cite this code :
For Signature: S-06-21-0178
Received : 09/06/2021 09:07 AM

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