



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

SPECIAL ORDER

NO. 434
SERIES OF 2021

SUBJECT : EXEMPTION FROM MEMORANDUM PROHIBITING COVERAGE OF TRAVEL EXPENSES DURING WEEKENDS AND HOLIDAYS

Due to the urgency and logistical requirements of the Secretary's activities that may fall on weekends and holidays, the following staff from the Office of the Strategic Communications, namely:

- Herman Unida - Driver
- Raul Yasay - Driver

with duly approved travel authority are exempted from pertinent provision/s of the Memorandum Re: Consolidated Guidelines, Policies and Documentary Requirements for the Processing, Obligation and Payment of Expenses incurred for local travels that prohibits the coverage of travel expenses during those occasions. Regular employees will also be allowed to render overtime with pay, as long as these are justified and duly approved in writing.

The transportation expenses, per diems, communication expenses, and other incidental expenses incurred by the staff in the performance of their duties and responsibilities shall be chargeable against OSEC funds or concerned DA Regional Field Offices (RFOs), Bureaus, Attached Agencies and Corporations funds, subject to usual government accounting and auditing rules and regulations.

This Order shall take effect immediately. All orders inconsistent herewith are deemed revoked.


WILLIAM D. DAR, PhD
Secretary 

DEPARTMENT OF AGRICULTURE

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with empowered and prosperous farmers and fisherfolk

