



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

SPECIAL ORDER

No. 03

Series of 2022

SUBJECT: DESIGNATION OF DEPUTY ADMINISTRATOR FARRELL BENJELIX C. MAGTOTO AS OFFICER-IN-CHARGE, ADMINISTRATOR OF THE NATIONAL DAIRY AUTHORITY (OIC, ADMINISTRATOR, NDA)

In the exigency of service and in view of the retirement of Ms. Marilyn B. Mabale, **DEPUTY ADMINISTRATOR FARRELL BENJELIX C. MAGTOTO** is hereby designated as **OFFICER-IN-CHARGE, ADMINISTRATOR OF THE NATIONAL DAIRY AUTHORITY (OIC, ADMINISTRATOR, NDA)**.

As such, he shall perform the functions, duties and responsibilities inherent to the designation and such others as directed by the Secretary.

Further, he is authorized to issue appointments of personnel to regular plantilla positions (First and Second Level Positions, regardless of employment status) at NDA, under the caption:

“For and By the Authority of the Secretary:”

He is entitled to RATA, travelling allowance, per diems and incidental expenses that may be incurred in the performance of his duties and responsibilities as designated, chargeable against NDA funds, subject to existing government accounting and auditing rules and procedures.

All officials and employees of the Department including its Bureaus, Attached Agencies and Corporations, and Regional Field Offices are hereby directed to give their full support and cooperation to OIC, Administrator Magtoto in the performance of his duties and responsibilities.

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

Done this 5th day of January 2022.

WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

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