



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

SPECIAL ORDER

No. 210

Series of 2022

SUBJECT : AUTHORITY TO CONDUCT THE INTERNATIONAL AFFAIRS DIVISION'S (IAD) STOCKTAKING AND PLANNING WORKSHOP

In the exigency of service, the International Affairs Division shall conduct a Stocktaking and Planning Workshop on **4-8 April 2022** (inclusive of travel time) in **Region III**.

This workshop will be conducted to present the past year's achievements, identify challenges encountered and areas for further improvement, set office and individual goals, and plan activities for the year ahead. In addition, this workshop aims to provide IAD an opportunity to work on the Standard Operating Procedures (SOPs) in the interest of streamlining work processes and archiving this important information for succession purposes.

The following IAD participants are hereby authorized to attend this workshop:

1. Ms. Janet D. Garcia, Chief
2. Ms. Leah A. Samson, Assistant Chief / Supervising Foreign Affairs Research Specialist
3. Ms. Prima P. Baldrias, Senior Foreign Affairs Research Specialist
4. Ms. Kristine Jeanne A. Yap, Senior Foreign Affairs Research Specialist
5. Ms. Anrea Paola C. Flores, Senior Foreign Affairs Research Specialist
6. Ms. Abigail T. Amestoso, Foreign Affairs Research Specialist II
7. Ms. Feona Elizabeth L. Estanislao, Foreign Affairs Research Specialist II
8. Ms. Ma. Dayanara S. Lausa, Foreign Affairs Research Specialist II
9. Ms. Rivka Hanna S. Pintuan, Foreign Affairs Research Specialist II
10. Mr. Dean Marc A. Bolima, Foreign Affairs Research Specialist II
11. Ms. Rosario K. Tatlonghari, Foreign Affairs Research Specialist I
12. Mr. Carlo L. Sarmiento, Administrative Assistant VI
13. Mr. Rick James M. Rodriguez, Administrative Assistant III
14. Mr. Arnold B. Cabrera, Administrative Aide VI (Chauffeur II)

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All expenses to be incurred in the conduct of this activity including meals, accommodation, workshop materials, per diems and other incidental expenses shall be charged against IAD funds, subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall be considered revoked upon completion of the event. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 15th day of March 2022.


WILLIAM D. DAR, Ph.D.
Secretary

DEPARTMENT OF AGRICULTURE

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