



SPECIAL ORDER

NO. 462

Series of 2022

**SUBJECT : DESIGNATION OF MS. KAREN S. MARTE AS OFFICER-IN-CHARGE,
PLANNING AND MONITORING SERVICE**

In the exigency of service and in view of the official foreign travel of Assistant Secretary Agnes Catherine T. Miranda on June 10-17, 2022, **MS. KAREN S. MARTE**, Chief of the Monitoring and Evaluation Division, is hereby designated as Officer-In-Charge (OIC) of the Planning and Monitoring Service (PMS), in concurrent capacity with her regular functions.

As such, Ms. Marte shall perform such duties and responsibilities to ensure that day-to-day operations of the subject office are effectively carried out and perform other task as directed by the Secretary.

As a matter of procedure, all documents requiring actions of the OIC shall be submitted, recorded and released through the OSEC Document Tracking System (DTS).

This order shall take effect on June 10, 2022 and shall be considered revoked upon the return of Assistant Secretary Miranda. All orders and memoranda and issuances inconsistent herewith are deemed revoked.

Done this 10th day of June 2022

WILLIAM D. DAR, Ph.D.
Secretary

