



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

SPECIAL ORDER

No. 661
Series of 2022

**SUBJECT : REASSIGNMENT OF JAN KATHLEEN M. PUNZALAN TO THE
OFFICE OF ASSISTANT SECRETARY FOR OPERATIONS**

In the exigency of service, **Ms. JAN KATHLEEN M. PUNZALAN** of the Special Projects Coordination and Management Assistance Division (SPCMAD) is hereby detailed to the Department of Agriculture -Office of the Assistant Secretary for Operations.

As such, she shall perform the functions, duties, and responsibilities inherent to the designation and such others as directed by her immediate supervisor, undersigned, and the Secretary.

She is entitled to travelling allowance, per diems, and other incidental expenses that may be incurred in the performance of her functions, duties, and responsibilities chargeable against the fund of Department of Agriculture-Office of the Assistant Secretary for Operations, and other available funds, subject to existing government accounting and auditing rules and regulations.

All officials and employees of the Department, including its Bureaus, Attached Agencies and Corporations, Department of Agriculture-Service Units, and Regional Field Offices are hereby directed to give their full support and cooperation to Ms. Punzalan in the performance of her duties and responsibilities.

This Order shall take effect immediately and shall be enforced unless revoked in writing. All orders and memoranda inconsistent herewith are deemed revoked.

Done this 14th day of September 2022.


DOMINGO F. PANGANIBAN
Senior Undersecretary



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