



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

October 3, 2022

SPECIAL ORDER

No. 800

Series of 2022

SUBJECT : AUTHORITY TO ATTEND THE PERSONNEL OFFICERS ASSOCIATION OF THE PHILIPPINES (POAP) TRAINING PROGRAMS AND NATIONAL CONFERENCE

In the interest of the service, **ATTY. LORNA A. TUNGPALAN-LUGOD, LLM**, OIC-Chief, Personnel Division is authorized to attend on official time the following training programs and national conference of the Personnel Officers Association of the Philippines (POAP) via Face-to-Face :

Program Title	Date / Venue
Problem Solving and Decision-Making	October 26 to 28, 2022/Eurotel Makati
Attaining Work-Life Balance and Productivity	November 9 to 11, 2022/Great Eastern Hotel
4 th POAP National Conference	December 5 to 7, 2022/Hotel Rembrandt

She is authorized to collect the registration fee of **Seven Thousand Pesos (P7,000.00)** for each training program and conference chargeable against DA-OSEC funds , subject to its availability and the usual existing government accounting and auditing rules and regulations.

As such, she is required to submit a Learning Application Plan to the Human Resource Development Division within five (5) days after each course. In case of withdrawal or non-attendance to the training, a written explanation signed by her immediate supervisor must be submitted.

Done this 6th day of October 2022.

DOMINGO F. PANGANIBAN
Senior Undersecretary *DFP*

RECEIVED
OCT 10 2022
PERSONNEL DIVISION

