



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

October 10, 2022

**SPECIAL ORDER**

No. 819  
Series of 2022

**SUBJECT: DESIGNATION OF MR. BERNABE L. TALUBAN AS OFFICER-IN-CHARGE OF THE RECORDS DIVISION DURING OFFICIAL TRAVEL OR OFFICIAL LEAVE OF ABSENCE OF THE CHIEF, RECORDS DIVISION**

In the exigency of service and in order to ensure continuous processing of official documents, in case of official travel or official leave of absence of Susan L. Del Rosario, Chief, Records Division, **BERNABE L. TALUBAN**, Administrative Officer V, is hereby designated Officer-in-Charge of the Records Division.

As such, the designated Officer-in-Charge shall perform the inherent functions of the above designation, concurrent with the regular duties responsibilities, and other tasks that may be assigned by the Secretary.

This Order shall take effect immediately and shall be considered revoked upon the return of Ms. Susan L. del Rosario. All other Orders inconsistent herewith are deemed revoked.

Done this 17th day of October 2022.

  
**DOMINGO F. PANGANIBAN**  
Senior Undersecretary



DA-CO-AS-SO20221010-00061

