



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



DA-CO-AS-SO20221107-00091

SPECIAL ORDER

No. 993
Series of 2022

SUBJECT : AUTHORITY TO ATTEND THE 2ND SEMESTER CSI LEADERSHIP SERIES "ADAPTIVE LEADERSHIP: TRANSFORMING ORGANIZATIONS THROUGH EFFECTIVE CHANGE MANAGEMENT"

In the interest of service, the following Information and Communications Technology Service (ICTS) personnel are authorized to participate, on official time, in the **2ND Semester CSI Leadership Series** with the theme: **"Adaptive Leadership: Transforming Organizations Through Effective Change Management"** on **November 25, 2022** via Zoom:

NAME	DESIGNATION
1. ENGR. JOCELYN O. MOGADO	Information Technology Officer II
2. MS. NYMPHA D. ZABANAL	Information Technology Officer I
3. MS. MA. ELENA CAMILLE B. SALGADO	Information Systems Analyst II
4. MR. TIM CARLO C. TAPIA	Information Systems Analyst III
5. MR. LEO LORENZ M. LITONJUA	Computer Programmer III
6. MR. TEDDY T. CASUCOG	Information Technology Officer II
7. MR. JACKY MARN G. HORTALEZA	Information Systems Analyst III

They are permitted to collect a registration fee amounting to **TWO THOUSAND PESOS (PHP 2,000.00)** for each participant, to be charged to the DA-ICTS, subject to its availability and standard government accounting and auditing regulations.

Consequently, participants must submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) within five (5) days post-webinar.

In the event of withdrawal or non-attendance, a written explanation signed by their immediate supervisor is required.

Done this 10th day of November 2022.


DOMINGO F. PANGANIBAN
Senior Undersecretary