



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

SPECIAL ORDER

No. 155
Series of 2023

SUBJECT : AUTHORITY TO CLAIM MONTHLY COMMUNICATION ALLOWANCE FOR DEPARTMENT OF AGRICULTURE – INTERNAL AUDIT SERVICE (DA-IAS) PERSONNEL

In the exigency of service and to ensure the efficient and effective delivery of public service the following IAS Technical Staff/ Liaison Officers are hereby authorized to claim monthly communication allowance for CY 2023:

NAME	DESIGNATION	FUNCTIONS	MONTHLY COMMUNICATION ALLOWANCE (PHP)
Je-Anne D.G. Artuz	Internal Auditor II	A. Conduct research to obtain background information on the activities to be audited; B. Discuss research findings with the audit team leader; C. Draft report on the results of the audit; D. Perform standard auditing activities during field validations, special investigations; and E. Coordinate with concerned DA Offices and Agencies including stakeholders, respective auditees, and among internal auditors.	800.00
Josephine M. Montalbo	Internal Auditor II		800.00
Arnold E. Arirao	Internal Auditor I		800.00
Jonathan C. Baccoy	Internal Auditor I		800.00
Jocelyn L. Ferre	Internal Auditing Assistant	A. Assist internal auditors in the conduct of internal audit; B. Act as Procurement Coordinator; C. Provide assistance to the Focal Officer for the 8888 Citizens' Complaint Hotline; D. Conduct various communications for internal audit activities; E. Coordinate and Follow-up for the 8888 Hotline Complaints.	800.00
Olivia M. Ganotice	Internal Auditing Assistant		800.00

This provision of monthly allowance is necessary for the conduct of audit activities during field validation and coordination with concerned DA Offices, Bureaus, and Agencies including stakeholders, respective auditees, and among DA-IAS personnel. And also, coordination and follow-up of the 8888 Hotline Complaints.

All monthly communication allowance will be charged against the DA-OSEC funds, subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect on January 3, 2023, and shall remain in force unless revoked in writing. All orders, memoranda, and other issuances inconsistent herewith are deemed revoked.

Done this 8th day of February 2023.


DOMINGO F. PANGANIBAN
Senior Secretary



DA-CO-IAS-SO20230206-00001