



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

SPECIAL ORDER

No. 224
Series of 2023

SUBJECT : AUTHORITY TO ATTEND THE COMPREHENSIVE COURSE ON MEDIATION

In the interest of service, **ATTY. LORNA A. TUNGPALAN-LUGOD**, *Attorney III, Legal Service*, is authorized to attend, on official time, the **Comprehensive Course on Mediation** by the **Office of the Alternative Dispute Resolution (OADR)** on **March 27-31, 2023** in **Tagaytay City**.

She is authorized to collect a registration fee amounting to **SIXTEEN THOUSAND PESOS (PHP 16,000.00)**, to be charged against DA-OSEC funds, subject to its availability and standard government accounting and auditing regulations.

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

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

Done this 23rd day of February 2023.

DOMINGO E. PANGANIBAN
Senior Undersecretary



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