



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



DA-CO-AS-SO20230714-00152

SPECIAL ORDER

No. 869

Series of 2023

SUBJECT : AUTHORITY TO ATTEND THE COURSE ON ETHICAL LEADERSHIP

In the interest of service, Ms. Josephine M. Montalbo, Internal Auditor II, Internal Audit Service is authorized to attend on official time the Course on Ethical Leadership by the Civil Service Commission – Civil Service Institute (CSC-CSI) on July 19 and 21, 2023 from 9:00 a.m. to 3:00 p.m. via Zoom.

She is authorized to collect a registration fee amounting to Two Thousand Six Hundred Pesos (PHP 2,600.00) to be charged against DA-OSEC funds, subject to its availability and standard government accounting and auditing regulations.

She must submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) five (5) days after the course.

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

Done this 19th day of July, 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary