



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 1093

Series of 2023

SUBJECT : DESIGNATION OF MR. BERNABE L. TALUBAN AS OFFICER-IN-CHARGE OF THE RECORDS DIVISION IN THE ABSENCE OF THE CHIEF AND SUPERVISING ADMINISTRATIVE OFFICER OF THE RECORDS DIVISION

In the exigency of service, and to ensure continuous operations in the DA Records Division, **MR. BERNABE L. TALUBAN**, Administrative Officer V, is hereby designated as **OFFICER-IN-CHARGE** of the said division during official travel or personal leave of absence of **MS. SUSAN L. DEL ROSARIO**, Division Chief and **MR. ANTHONY R. VILLANUEVA**, Supervising Administrative Officer of the Records Division.

As such, Mr. Taluban shall perform the duties and responsibilities inherent to the designation in concurrent capacity with his regular functions as Administrative Officer V of the DA Records Division.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 6th day of September 2023.

DOMINGO F. PANGANIBAN
Senior Undersecretary



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