



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474



DA-CO-AS-SO20231018-00224

SPECIAL ORDER

No. 1329
Series of 2023

SUBJECT : AUTHORITY TO ATTEND THE TRAINING WITH THE PROGRAM TITLE "EMPLOYEE RELATIONS: MODE OF DISPUTE RESOLUTION"

In the interest of service, the following General Services Division (GSD) personnel are authorized to attend on official time the training program entitled "Employee Relations: Mode of Dispute Resolution" by the Personnel Officers Association of the Philippines, Inc. (POAP) on November 14-17, 2023 at Pinnacle Hotel, Davao City:

NAME	POSITION
1. Mr. Joseph Rafael P. Ramos	Administrative Aide II
2. Mr. Alberto E. Rivera	Administrative Aide I

They are authorized to collect the registration fee of **Seven Thousand Five Hundred Pesos (PHP 7,500.00)** each and travelling expenses chargeable against DA-OSEC funds, subject to its availability and standard government accounting and auditing rules and regulations.

Further, participants are required to submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) within five (5) days after the training.

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

Done this 3rd day of November 2023.


DOMINGO E. PANGANIBAN
Senior Undersecretary