



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 15
Series of 2024

SUBJECT: DETAIL OF MS. JOANAVEL A. VILLANUEVA TO THE PROCUREMENT DIVISION, ADMINISTRATIVE SERVICE, DA-CENTRAL OFFICE

In the exigency of service, **MS. JOANAVEL A. VILLANUEVA**, Administrative Assistant II, is hereby detailed to the Procurement Division, Administrative Service, DA-Central Office.

As such, she shall perform the functions, duties and responsibilities inherent to this detail and such others as directed by the Division Chief.

She shall be entitled to travelling expenses, per diems and incidental expenses that may be incurred in the performance of his functions, duties and responsibilities, chargeable against Procurement Division and other available funds, subject to the existing accounting and auditing rules and regulations.

This order shall take effect immediately. All orders, memoranda and issuances inconsistent herewith are deemed revoked.

Done this 4th day of JANUARY, 2024.

FRANCISCO P. TIU LAUREL JR.
Secretary



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