



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 23
Series of 2024

SUBJECT: REASSIGNMENT OF MS. JOANA VEL A. VILLANUEVA TO PROPERTY SECTION, GENERAL SERVICES DIVISION, ADMINISTRATIVE SERVICE, DA-CENTRAL OFFICE


In the interest of service, **MS. JOANA VEL A. VILLANUEVA**, Administrative Assistant II, Office of the Secretary, is hereby reassigned to the Property Section, General Services Division, Administrative Service, DA-Central Office.

As such, she shall perform the functions, duties and responsibilities as assigned by her supervisor.

She is entitled to travelling expenses, per diem, and incidental expenses that may be incurred in the performance of her functions, duties and responsibilities, chargeable against General Services Division, Administrative Service/OSEC funds, subject to existing auditing and accounting rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. Special Order No. 15, Series of 2024 and all orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 9th day of JANUARY 2024.


FRANCISCO P. TIU LAUREL JR.
Secretary



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