



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

**SPECIAL ORDER**

No. 53

Series of 2024

**SUBJECT: AUTHORITY TO ATTEND THE 76<sup>TH</sup> PRODUCTIVITY THROUGH EFFECTIVE SUPERVISION COURSE**

In the interest of service, the following staff of the Office of the Secretary (OSEC) are hereby authorized to attend in the **76<sup>th</sup> Productivity through Effective Supervision Course** to be conducted by the University of the Philippines Institute of Small-Scale Industries (UP-ISSI) in six Saturdays from **February 03 to March 9, 2024**:


NAME	POSITION
1. Mr. Allan L. Aquino	Senior Agriculturist
2. Mr. Raymond I. Canoza	Senior Agriculturist
3. Ms. Nancy M. Supil	Senior Science Research Specialist
4. Ms. Charmaine A. San Pedro	Economist III

They are authorized to collect a training fee amounting to **SIXTEEN THOUSAND PESOS (Php 16,000.00)** for each participant to be charged against DA-OSEC funds, subject to its availability and the usual government accounting and auditing rules and regulations.

As such, they must submit a Learning Application Plan to the Human Resource Development Division (HRDD) within five (5) days after the training.

In case of withdrawal or non-attendance, a written explanation signed by their immediate supervisor must be submitted.

Done this 17<sup>th</sup> day of January 2024.

  
**FRANCISCO P. TIUA LAUREL JR.**  
Secretary



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