



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-SO20240207-00055

**SPECIAL ORDER**

No. 212

Series of 2024

**SUBJECT : AUTHORITY TO ATTEND THE CISCO CERTIFIED NETWORK ASSOCIATE 1 (CCNA 1)**

In the interest of service, the following Information and Communications Technology Service (ICTS) personnel are hereby authorized to attend on official time the Cisco Certified Network Associate 1 (CCNA 1) to be conducted by the University of the Philippines Information Development Training Center (UP ITDC) and the University of the Philippines System Information Technology Foundation, Inc. (UP SITF) on February 17 to April 27, 2024 via online platform:


NAME	POSITION
1. Mr. IGNAZZKY B. ARELLANO	Computer Programmer II
2. Mr. JORDAN ISRAEL J. CABANDING	Computer Maintenance Technologist III
3. Mr. CRISTOPHER COLUMBO B. ENAJE I	Engineer III
4. Mr. JACKY MARN G. HORTALEZA	Information Systems Analyst III
5. Mr. WECKY S. MALLA	Computer Programmer II
6. Mr. MARK CELSO L. PALO	Computer Maintenance Technologist II
7. Mr. TOM JASON C. TAPIA	Communications Equipment Operator V

They are authorized to collect the registration fee of **Nine Thousand Pesos (PHP 9,000.00)** each, chargeable against DA-ICTS funds, subject to its availability and existing 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 13th day of February 2024.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary