



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. 542 Series of 2024

## SUBJECT: REASSIGNMENT OF ANA MARIA DT. GUATNO TO THE OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

In the exigency of service, **ANA MARIA DT. GUATNO**, Supervising Administrative Officer, Management Division, is hereby reassigned to the Office of the Undersecretary for Administration.

As such, she shall perform the functions, duties and responsibilities as assigned to her by the Undersecretary for Administration.

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 DA-OSEC funds and other available funds, subject to existing accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 16 hay of April 2024.

FRANCISCO P. TIU LAUREL JR. Secretary

