



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 613  
Series of 2024

**SUBJECT: DESIGNATION OF MS. JANET D. GARCIA AS OFFICER-IN-CHARGE,  
OFFICE OF THE DIRECTOR FOR POLICY RESEARCH SERVICE**

In the exigency of service and in view of the official travel of Mr. Jerome D. Bunyi, OIC Director of the Policy Research Service (PRS) on 22-26 April, **MS. JANET D. GARCIA**, Chief, International Affairs Division, is hereby designated as Officer-In-Charge, of the Policy Research Service.

As such, she shall perform the functions, duties, and responsibilities inherent to the designation and such other assignments as directed by the Secretary.

As a matter of procedure, all documents requiring action of the OIC shall be submitted and released through the tracking system of the office of the Director, Policy Research Service for recording and tracking purposes.

This Order shall take effect on 22 April 2024 and shall be considered revoked upon the official return of Mr. Bunyi. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 23<sup>rd</sup> day of APRIL 2024

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



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