SPECIAL ORDER NO. 18
Series of 2009

In the interest of the service, **MS. MARIE ANTHONNETTE B. MARQUEZ**, Information Systems Analyst II, is hereby designated as Officer-In-Charge of the Systems Management Division, Information and Communication Technology (ICT) Branch.

As such, Ms. Marquez is authorized to claim Representation and Transportation Allowance (RATA) subject to the usual accounting and auditing rules and regulations.

Based on the Civil Service Commission's (CSC) guidelines on designation of Officer-In-Charge, Ms. Marquez' designation shall be for a period of not more than one (1) year.

This Order takes effect on 05 January 2009 and until further Orders.

For strict compliance.

Mandaluyong City, 05 January 2009.

JENNIFER JARDIN-MANALILI
Administrator

CONTROLLED AND DISSEMINATED
BY CRD ON JAN 19 2009