SPECIAL ORDER NO. 019
Series of 2013

In the interest of the service, the following personnel of the Workers Education Division, Anti-Illegal Recruitment Branch are directed to conduct Pre-Employment Orientation Seminar (PEOS) in schools, various municipalities, cities, and other entities, in relation to the continuing thrust to provide applicant-workers with proper information on the overseas employment program, as well as empower them in making intelligent decisions in their desire to work overseas, and guide them in their application and documentation processes.

ATTY. JOHN RIO A. BAUTISTA
MARIA TERESA D. DELLOS SANTOS
JOSEPHINE S. INFANTE
RALPH GENARO M. BUISER
LILIBETH D. ESPIRITU
RUSTICO MENDRATO R. BANAL III

They shall be provided with POEA service vehicle when available, otherwise, they shall make use of other modes of transportation including rented vehicles. As such, they shall be authorized to reimburse actual transportation expense, including other allowable expenses, subject to the usual accounting and auditing rules and regulations. In the accordance with the CSC Rules, they are also entitled to compensatory day-off, in case the activity falls on weekend.

For compliance.

17 January 2012, Mandaluyong City.

HANS LEO J. CACDAC
Administrator