SPECIAL ORDER NO. 27
SERIES OF 1995

In the interest of the service, the following employees are hereby directed to attend the seminar on "Maintenance and Security of Personnel Records Other Vital Documents: Administrative Liability of Records Custodian/Officers" on February 11, 1995 (Saturday) at the Westin Philippine Plaza, CCP Complex, Roxas Boulevard:

1. Ms. Rowena Buluran
2. Ms. Rosalina Rosales
3. Ms. Edna Marie Talabucon

As such, abovenamed employees are entitled to a seminar fee of P1,500.00 each subject to the usual accounting and auditing rules and procedures. Aforementioned employee shall submit a written report relative thereto to the Office of the Administrator three (3) days after attending the seminar.

For compliance.

[Signature]

DELICIASIMO D. JOSON, JR.
Administrator

17 January 1995