SPECIAL ORDER NO. 61
Series of 2011

In the interest of the service, the following personnel of the Workers Education Division are directed to conduct Pre-Employment Orientation Seminar (PEOS) in schools, various municipalities, cities, and other entities in Metro Manila, 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
Augusto B. San Diego III
Maria Teresa D. Delos Santos
Ralph Genaro M. Buiser

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.

11 February 2011, Mandaluyong City.

CARLOS S. CAO JR.
Administrator