Special Order No. 135  
Series of 2006

In the interest of the service and in line with the thrust of the Department of Labor and Employment to improve the quality of frontline service to the public, all POEA officials from Office Directors to Division Chiefs shall serve as Officer-of-the-Day at the InfoCenter.

The Officer-of-the-Day (OD) shall render a minimum of half-day service during weekdays, and shall perform regular duties such as attending to walk-in clients, verifying job orders and vacancies, and providing counseling or legal assistance.

ODs are not allowed to appoint their proxies. However, schedules can be exchanged with other ODs provided the Info Center Unit Head is informed of such arrangement.

The Administrator and the Deputy Administrators may also render frontline assistance at the center depending on their availability.

The Administrative Branch and Planning Branch shall monitor and maintain the schedule of duties of the Officer-of-the-Day and shall make a monthly report for submission to the Office of the Administrator.

ODs should be guided by the attached schedule of duty for April to June 2006.

For immediate compliance.

Mandaluyong City, 24 March 2006

ROSALINDA DIMAPILIS-BALDOZ  
Administrator

CONTROLLED AND DISSEMINATED  
BY CRD ON MAR 27 2006
POEA Officials
Schedule of Duty at InfoCenter

April 2006

April 3  Dr. Stella Z. Banawis
April 4  Atty. Alejandro T. Diaz
April 5  Nimfa D. De Guzman
April 6  Felixbida N. Romero
April 7  Nicanor N. Javier
April 10  Atty. Alejandro A. Padaen
April 11  Atty.Alberto S. Abalayan
April 17  Dir. Noriel P. Devanadera
April 18  Dolores H. Crisostomo
April 19  Violeta V. Bersamen
April 20  Lucia L. Villamayor
April 21  Preciosa R. Siones
April 24  Yolanda E. Paragua
April 25  Atty. Hernando B. Reyes
April 26  Eleanor S. Samson
April 27  Atty. John Rio A. Baustista
April 28  Reynaldo E. Cabrera

May 2006

May 2  Ma. Salome S. Mendoza
May 3  Carmelita D. Valle
May 4  Atty. Ma. Teresa M. Kaimo
May 5  Jocelyn T. Sanchez
May 8  Director Carolina G. De Leon
May 9  Ninis A. Lanto
May 10  Barbara D. Lamzon
May 11  Renato C. Limjuco
May 12  Paterno D. Juridico
May 15  Liwanag Simondac
May 16  Atty. Jovencio R. Abara
May 17  Laura S. Timonera
May 18  Maybelle M. Gorospe
May 19  Mel L. Candano
May 22  Atty. Grace M. Venus
May 23  Teresa T. Laurel
May 24  Candida B. Vistro
May 25  Francy F. Baldoza
May 26  Jocelyn P. Rey
May 29  Dir. Stella Z. Banawis
May 30  Ann Apasra S. Abas
May 31  Atty. Genevieve A. Ardiente
June 2006

June  1  Atty. Rosemarie Gondranios-Duquez  
June  2  Adel N. Dela Cruz  
June  5  Dr. Noriel P. Devanadera  
June  6  Helen S. Barayuga  
June  7  Ramona S. Quijano  
June  8  Odilon A. Marquez  
June  9  Remigia M. Alvarez  
June 13  Atty. Jone B. Fung  
June 14  Nascel A. Gabito  
June 15  Marilyn M. Adalia  
June 16  Lolita L. Aragon  
June 19  Atty. Alejandro A. Padaen  
June 20  Ramon Lamberto C. Pastrana  
June 21  Alfonso N. De Castro  
June 22  Violeta V. Bersamen  
June 23  Cawanag Simondac  
June 26  Atty. Alejandro A. Padaen  
June 27  Atty. John Rigo A. Bautista  
June 28  Nimfa D. De Guzman  
June 29  Felixberta N. Romero  
June 30  Micanor N. Javier