SPECIAL ORDER NO. 140
Series of 2002

In the interest of the service an Administrative Complaints Committee (ACC) is hereby constituted to handle complaints and cases involving violations of the Revised Administrative Code, Civil Service Rules and Regulations, Administrative Orders, Office orders/policies/guidelines, and other pertinent issuances on discipline and behavior of officials and employees of the POEA.

The Committee shall be composed of the following:

Chairperson - Deputy Administrator Victoria C. Berciles
Vice-Chair - Director Viveca C. Catalig
Members - Atty. Jone C. Fung
           Director Carolina G. de Leon
           Ms. Jocelyn T. Sanchez

Principally the Committee is tasked to study and conduct hearings on the complaints/cases and to recommend disciplinary measures and/or sanctions, if any, adopting the rules and regulations of the DOLE Manual on the Disposition of Administrative Cases.

The creation of the Administrative Complaints Committee has been made to enable the office to settle complaints and cases with dispatch and fairness and to provide the employees with immediate access to a just resolution of their respective cases.

This Special Order shall take effect immediately.

[Signature]
ROSA LINDA DIMAPILIS BALDOZ
Administrator