SPECIAL ORDER NO. 263
Series of 2010

In the interest of the service and in response to the invitation of the Migrant and Itinerant Ministry, MR. AUGUSTO B. SAN DIEGO III, Supervising Labor and Employment Officer, is hereby directed to conduct a Pre-Employment Orientation Seminar (PEOS) to the parishioner of Sto. Rosario Parish on 07 August 2010 at the Pacita Complex National High School, Pacita Complex 1, San Pedro Laguna.

Likewise, Mr. Michael Tadlip shall drive the above employee to and from the venue using the Nissan Urban vehicle with Plate Numbers ZJA 873.

As such, the employees mentioned are entitled to per diem and other allowable expenses subject to the usual accounting and auditing rules and regulations. In accordance with the CSC Rules, they are also entitled to compensatory day-off, in case the activity falls on a weekend.

For compliance.

Mandaluyong City, 27 July 2010.

JENNIFER JARDIN-MANALILI
Administrator