SPECIAL ORDER NO. 381
Series of 2008

In the interest of the service and further to Special Order No. 253, series of 2005, on the transfer of the functions of the Assistance and Welfare Division (AWD) to the Adjudication Branch and the Workers Education Division (WED) to the Licensing and Regulation Office (LRO), the Assistance and Welfare Division, shall be renamed Name-Hire Assistance Division (NHAD) and shall assume the functions of the Name-Hire Unit. The Division shall be under the supervision of Director Stella Z. Banawis of the Pre-Employment Services Office (PSO).

Ms. Liwanag A. Simondac, who has been acting as Head of the Name-Hire Unit since August 2005, shall be designated Officer-In-Charge (OIC) of the Name-Hire Assistance Division and shall be entitled to Representation and Transportation Allowance (RATA) effective January 2008.

For strict compliance.

Mandaluyong City, 04 July 2008.

ROSALINDA DIMAPILIS-BALDOZ
Administrator