SPECIAL ORDER NO. 508
Series of 2010

In the interest of the service and to ensure continued service delivery during the extended operating hours of the POEA Information and Assistance Center, the following employees are designated as Duty Officers after regular office hours and on Saturdays:

Adjudication Branch  :  Jessica R. Estores  |  Nancy P. Perez
                      :  Nenita C. Mercado  |  Elizabeth J. Sison
                      :  Eleonora Pahati

Anti-Illlegal Recruitment Branch:  Merlyn P. Barrameda
                                 |  Rosemarie S. Tayo
Employment Branch           :  Corazon S. Ortizo
Government Placement Branch:  Rita U. Fuentes

ICT Branch                  :  Ricardo C. Capin
Landbased Center            :  Belen M. Blones  |  Ma. Alve O. Rendon
                            :  Tina Joy M. Maala
Licensing Branch            :  Marcelo S. Maningding, Jr.
Planning Branch             :  Abigail M. Calinisan
                            :  Victoria M. Paragas
                            :  Moira L. Idiesca
                            :  Ronnel A. Paz
Seabased Center             :  Lorna V. Silay

It is emphasized that their assignments at the Info Center shall not in anyway affect the performance of their regular duties and responsibilities. The Information and Education Division (IED), Planning Branch, shall prepare a monthly work schedule for the above employees and monitor their presence at the Center. The Duty Officers are directed to inform the IED a day before if they can not meet their assigned schedules.

Further, the above employees shall be entitled to night differential and overtime pay, subject to the availability of funds and the usual accounting and auditing rules and regulations.

This Order shall take effect on 03 January 2011.

STELLA Z. BANAWIS
Officer-in-Charge

30 December 2010