SPECIAL ORDER NO. 522
Series of 2011

In the interest of the service and further to Special Order Nos. 463, 469, and 478, Series of 2011, the following officials and employees are hereby directed to attend the Polishing Session by the Rules Review Secretariat on the Proposed Amendments to the POEA Rules and Regulations on November 8-10, 2011 at the Tagaytay Wingate Manor, Magallanes Drive, Maitim II West, Tagaytay City:

Head Secretariat:
ATTY. HERNANDO B. REYES

Members:
ATTY. ALVA CAMACHO
ATTY. GERALDINE C. MENDEZ
ATTY. MARY GRACE QUILENTE
LORENZO C. ALMENDRES III

Further, the General Services and Property Division is hereby instructed to provide a vehicle and driver as transportation service on November 8 and 10, 2011.

As such, the above-mentioned officials and employees are entitled to transportation allowances, per diems, and other allowable expenses subject to the availability of funds and to the usual accounting and auditing rules and regulations. The budgetary requirements and meeting expenses shall be charged to the budget of the Administrator.

For compliance.

Mandaluyong City, October 26, 2011.

ATTY. CARLOS S. CAO, JR.
Administrator

CONTROLLED AND DISSEMINATED
BY CRD ON OCT 27 2014