SPECIAL ORDER NO. 541
Series of 2011

In the interest of the service and further to Special Order Nos. 463, 469, 478 and 522, 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 23-25, 2011 at the One Tagaytay Place Hotel Suites, Barrio Sungay, Tagaytay City:

Head Secretariat:
ATTY. HERNANDO B. REYES

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

Further, Mr. Ferdinand I. Magno is hereby instructed to provide transport service using the POEA vehicle Nissan Urvan with plate number SJA 873 on November 23 and 25, 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, November 8, 2011.

ATTY. CARLOS S. CAO, JR.
Administrator