



Republic of the Philippines
OFFICE OF THE SECRETARY
 Elliptical Road, Diliman 1100 Quezon City
 +63(2) 8928-8741 to 64 and +63(2) 8273-2474

SPECIAL ORDER

No. 1639

Series of 2024

SUBJECT : AUTHORITY TO ATTEND THE ONLINE TRAINING TITLED "COA GUIDELINES AND PROCEDURES: ONE-TIME CLEANSING OF PROPERTY, PLANT, AND EQUIPMENT (PPE) ACCOUNT BALANCES FOR ALL GOVERNMENT INSTITUTIONS"

In the interest of service, the following Information and Communications Technology Service (ICTS) personnel are hereby authorized to attend on official time the online training titled "COA Guidelines and Procedures: One-Time cleansing of Property, Plant, and Equipment (PPE) Account Balances for all Government Institutions" to be conducted by the Center for Global Best Practices, Inc. on November 5-6, 2024 via Zoom:


NAME	POSITION
1. Mr. JORDAN ISRAEL J. CABANDING	Computer Maintenance Technologist III
2. Mr. MARK CELSO L. PALO	Computer Maintenance Technologist II
3. Mr. FROILAN S. ROBLES	Electronics and Communications Equipment Technician III

They are authorized to collect the registration fee of **Five Thousand Eight Hundred Eighty Pesos (PHP 5,880.00)** each, chargeable against the Digital Agriculture and DA-ICTS funds, subject to its availability and existing government accounting and auditing rules and regulations.

Further, participants are required to submit a Learning Application Plan (LAP) to the Human Resource Development Division (HRDD) within five (5) days after the training.

In the event of withdrawal or non-attendance, a written explanation signed by their immediate supervisor is required.

Done this 29th day of OCTOBER 2024.


FRANCISCO P. TIU LAUREL JR.
 Secretary



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