



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 1799

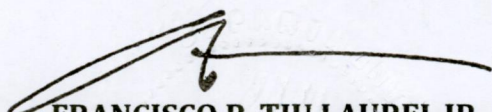
Series of 2024

**SUBJECT: AUTHORITY OF ATTY. ELLAINE DENICE H. MARALLAG TO SIGN ITINERARY OF TRAVEL, CERTIFICATE OF TRAVEL COMPLETED, OBLIGATION REQUEST AND STATUS (ORS) AND DISBURSEMENT VOUCHER (DV) ON TRAVELLING EXPENSES OF STAFF OF OFFICE OF THE SECRETARY**

In the exigency of service, **ATTY. ELLAINE DENICE H. MARALLAG**, Head Executive Assistant, Office of the Secretary (OSEC), is hereby authorized to sign **Itinerary of Travel, Certificate of Travel Completed, and Box A of ORS and DV on Travelling Expenses of OSEC personnel with amount of P5M and below.**

This Order shall take effect immediately and shall remain in force unless revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 25<sup>th</sup> day of NOVEMBER 2024.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary



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