



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 16

Series of 2025

SUBJECT: DESIGNATION OF MS. DELIA B. TABONIAG AS TECHNICAL ASSISTANT, OFFICE OF THE SECRETARY (OSEC)

In the interest of service, **MS. DELIA B. TABONIAG**, Executive Assistant III, Bureau of Agricultural Research (BAR), is hereby designated as **TECHNICAL ASSISTANT, OFFICE OF THE SECRETARY**.

As such, she shall report to the Office of the Secretary and coordinate BAR's concerns with OSEC and vice versa, review documents prior to the approval of the Chief of Staff and Secretary, follow up on BAR documents, monitor compliance to directives, and perform other functions, duties, and responsibilities as assigned by her supervisor.

She is entitled to traveling expenses, per diem, and incidental expenses in the performance of her functions, duties and responsibilities in view of the designation, chargeable against OSEC funds and other available funds, subject to existing accounting and auditing rules and regulations.

This Order shall take effect on January 2, 2025 and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 9th day of JANUARY 2025.

FRANCISCO P. TIU LAUREL JR.
Secretary



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