



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

No. 31

Series of 2025

**SUBJECT: REASSIGNMENT OF MR. FRANCIS B. REYES TO THE OFFICE OF THE SECRETARY**


In the exigency of service, **MR. FRANCIS B. REYES**, Administrative Assistant III, System and Application Development Division, Information and Communications Technology Service (ICTS) is hereby reassigned to the Office of the Secretary (OSEC).

As such, he shall report directly to the Office of the Secretary and shall coordinate ICTS concerns with OSEC and vice-versa, and perform other functions, duties, and responsibilities as assigned by his immediate supervisor.

He is entitled to traveling expenses, per diem, and incidental expenses in the performance of his 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 immediately and shall remain in force until revoked in writing. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 10<sup>th</sup> day of JANUARY 2025.

  
**FRANCISCO P. TU LAUREL JR.**  
Secretary



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