



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 241

Series of 2025

SUBJECT: DESIGNATION OF ATTY. ALLEN KRISTOPHER A. ANARNA, CPA AS ALTERNATE CHAIRPERSON OF THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) OF DA-CENTRAL OFFICE WHENEVER THE CHAIRPERSON OF THE HRMPSB IS ON OFFICIAL TRAVEL OR ON LEAVE OF ABSENCE

In the exigency of service, **ATTY. ALLEN KRISTOPHER A. ANARNA, CPA**, Assistant Secretary for Administration and Alternate Representative of the Undersecretary for Administration as Chairperson of the HRMPSB of DA-Central Office for the First and Second Level Positions and Second Level Executive/Managerial Positions per Special Order (SO) No. 816, Series of 2022, is hereby designated as **ALTERNATE CHAIRPERSON OF THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) OF DA-CENTRAL OFFICE WHENEVER THE CHAIRPERSON OF THE HRMPSB IS ON OFFICIAL TRAVEL OR ON LEAVE OF ABSENCE.**

As such, he is authorized to perform the following functions, duties and responsibilities as Alternate Chairperson of HRMPSB:

- Lead in the performance of the functions, duties and responsibilities of the HRMPSB as stipulated in the abovementioned SO;
- Sign the Certification of Human Resource Merit Promotion and Selection Board (HRMPSB) Evaluation/Screening at the back of the appointment; and
- Sign such other documents incumbent on the Chairperson of the HRMPSB.

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 14th day of February 2025.

FRANCISCO P. TIU LAUREL JR.
Secretary



DA-CO-AS-SO20250206-00057