



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 254
Series of 2025

SUBJECT : AUTHORITY TO ATTEND THE "PUBLIC PROCUREMENT SPECIALIST CERTIFICATION COURSE LEVEL 1 (BASIC)"

To enhance the capability of the following personnel of the Office of the Assistant Secretary for Special Concerns and Official Development Assistance, they are authorized to attend on official time the "PUBLIC PROCUREMENT SPECIALIST CERTIFICATION COURSE LEVEL 1 (BASIC)" to be conducted by the Central Luzon State University on February 11-14 and 18-21, 2025 via online platform:

NAME	POSITION
Mr. WILFREDO B. RUIN	Planning Officer IV
Ms. AIRENE A. TEODORO-CAMAYUDO	Executive Assistant III

They are authorized to collect a registration fee of **Twelve Thousand Pesos (PHP 12,000.00)** each, chargeable against DA-OSEC funds, subject to the availability of funds 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 course.

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

Done this 14th day of February 2025.


FRANCISCO P. TIU LAUREL JR.
Secretary R



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