

26 February 1988

SPECIAL ORDER

SUBJECT: Creation of a Secretariat to Assist the Central Reorganization Committee (CRC).

To assist the Central Reorganization Committee in the monitoring of the reorganization, a Secretariat is hereby created to be composed as follows:

> Mr. Pedro G. Pangilinan - Chairman Ms. Leonita Sibunga - Member Ms. Ma. Rebethia C. Acala - Member Ms. Veronidia Azucena Member Ms. Ma. Belen Reyes Member Ms. Rosario Cheng Member Ms. Raquel Ople Member Mr. Anastacio Garabiag, Jr. Member Mr. Rene Garcia Member Mr. Roseller de Jesus - Member - Member Mr. Genesis Francisco

The Secretariat shall perform the following functions:

- 1. Monitor the placement of each and every employee of the Department;
- 2. Countercheck the listings of all employees with the master lists of the CRC;
- 3. Keep track of employees not considered for placement by the Bureaus so they would be provided proper placement;
- 4. Check employees who have been considered simultaneously in many different positions from the listings of the Sub-Placement Committees, and;
- 5. Perform such other tasks as may be assigned.

Each member of the Secretariat shall be responsible for at least one (1) Bureau. Mr. Rene Garcia shall perform the liaison activities of the Secretariat, gathering of data/listings of personnel from the various bureaus and regional offices.

In view of their workloads in such a limited time, the Secretariat is hereby authorized to claim payment for overtime services rendered, chargeable against the funds of the Office of the Secretary, subject to the usual accounting and auditing rules and regulations.

This Order takes effect immediately and shall remain in force only for the duration of the reorganization process.

Assistant Secretary

for Management Services