

SEP 21 1989

SPECIAL ORDER)
NO. \$63 :
Series of 1989)

SUBJECT :

Assigning Ms. Rosario B. Bernardez,

Department Administrative Service Chief
as OIC of the Management Services Office
Whenever the Assistant Secretary is on
Official Trip or Leave of Absence

In the interest of the service, Ms. Rosario B. Bernanrdez, Department Administrative Service Chief is hereby assigned as Officer-In-Charge of the Management Services Office whenever the Assistant Secretary for Management Services is on official trip or on leave of absence for at least one full day. She shall sign documents as follows:

For and in the absence of the Assistant Secretary for Management Services

ROSARIO B. BERNARDEZ
Department Administrative
Chief and OIC, Management
Services Office, (date)

This Special Order shall remain in force until otherwise revised or revoked in writing.

FULGENCIO S. FACTORAN, JR. Secretary