

10 February 1992

SPECIAL ORDER NO. <u>/09</u> Series of 1992

SUBJECT: Attendance to the CSC Leave
Administrative Course for
Effectiveness (LACE)

In the interest of the service and in order to enchance the capability of those personnel envolved in the processing of leave credits. Ms. Anna Maria Crisostomo of the Budget Division, Financial and Management Services is hereby authorized to attend the CSC Leave Administrative Course for effectiveness (LACE) to be held at the training Room, CSC NCR, Kaliraya St. Quezon City on March 17 to 19, 1992

Her attendance shall be on official time with entitlement to transportation and other incidental expenses that will be incurred during the course including a seminar fee of P600.00 each payable directly to the Civil Service Commission.

Funds for this purpose shall be charged against the allotment of the Office of the Secretary, subject to the existing accounting and auditing rules and regulations.

ROLANDO L. METIN
Assistant Secretary for
Management Services