

SPECIAL ORDER NO. \_\_\_\_\_ Series of 1993

JUL 2 3 1993

SUBJECT:

Designation of MR. RENE A. BELEN, Chief, Records Management and Documentation Division, as Incharge, Office of the Director for Administrative Service, in concurrent capacity.

For the good of the service, and in view of the official travel of Director Hermecio M. Agravio, Administrative Service, to Region VI, Iloilo City, Mr. RENE A. BELEN, Chief of the Records Management and Documentation Division, is hereby designated as In-charge, Office of the Director, Administrative Service, in concurrent capacity.

Under this designation, Mr. Belen shall discharge the functions normally being done by the regular Director, Administrative Service, and shall sign as follows:

## "RENE A. BELEN Chief

Records Management and Documentation Division In-charge, Office of the Director, Administrative Service"

This Order shall take effect on 26 July 1993 and shall automatically be revoked upon the return of Director Agravio from his official travel.

MANUEL E. CONZALEZ, JR. Assistant Secretary for Management Services