



SEP 1 1 1997

Special Order No. 97- 1071

Subject: Designating Ms. Diane D. Eustaquio as Officer-in-Charge of the Office of the Head Executive Assistant

In view of the attendance of HEA Maria Clarissa C. Magdaraog to the Women Leaders' Network from Apec Economies Conference in Ottawa-Hull, Canada from 12 to 17 September; Ms. Diane D. Eustaquio, Executive Assistant IV, is hereby designated as Officer-in-Charge of the Office of the Head Executive Assistant.

As such she shall carry out the duties and responsibilities of the office until the return of HEA Magdaraog and shall sign documents as follows:

Diane D. Eustaquio
Officer-in-charge
Office of the Head Executive Assistant

This order takes effect on 12 September 1997 and shall be revoked upon the return of HEA Magdaraog.

VICTOR O. RAMOS Secretary