



APR 0 7 1997

SPECIAL ORDER NO. 97- 4/3

SUBJECT: DESIGNATING OIC-RTD NERIA ANDIN AS OFFICER-IN-

CHARGE OF THE OFFICE OF THE HEAD EXECUTIVE

ASSISTANT, OFFICE OF THE SECRETARY

In the interest of the service, OIC-RTD Neria Andin is designated as officer-incharge of the Office of the Head Executive Assistant for the duration of the official travel abroad and leave of absence of HEA Maria Clarissa C. Magdaraog.

As such, she shall assume the responsibilities and appropriate entitlements of the position, until the return to office of HEA Magdaraog.

VICTOR O. RAMOS

Secretary