



MAY 03 2021

**SPECIAL ORDER**

No. 2021- 232

**SUBJECT: AUTHORIZING THE CONDUCT OF WEBINAR ON COMPLETED STAFF WORK AND EFFECTIVE WRITING: TECHNICAL E-MPOWERMENT IN THE NEW NORMAL**

In the interest of the service and in order to enhance the organizational competencies of all employees in the Department, the conduct of two (2) batches of Webinar on Completed Staff Work and Effective Writing: Technical E-mPOWERment in the New Normal on May 3-7, 2021 and June 14-17, 2021 is hereby authorized.

The following personnel are hereby authorized to attend the Webinar:

**Batch 1:**

1. Paula M. Ong	FMS
2. Rogelio S. Punzalan, Jr.	FMS
3. Marilyn F. Llamas	FMS
4. Jazon C. Crispino	FMS
5. Wilda Crisjoy Savella	IAS
6. Aileen B. Navarro	IAS
7. Mary Ann E. Tena	FASPS
8. Edna A. Asuncion	AS
9. Kareen Estrellado	AS
10. Ricky Aristotle M. Azardon	LAS
11. Ma. Teresa G. Zamora	LAS
12. Raymond C. Fernandez	LAS
13. Mary Emmeline F. Custodio	LAS
14. Frederick P. Romulo	LAS
15. Ralph Aaron E. Atienza	LAS
16. Ferrer, William F.	LAS
17. Gemmalie N. Briones	LAS
18. Bauyon, Juvymelle A.	LAS
19. Archimedes John P. Madrid	KISS
20. Michael L. Pagulayan	KISS
21. Kathleen Ann S. Dimalanta	KISS
22. Jose Henry M. Talabis	KISS
23. Jenet Lady Fe S. Sobremisana	HRDS
24. Pamela L. Burlat	HRDS
25. Rev Aidrian I. Morin	HRDS

**Batch 2:**

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|----------------------------------|-------|
| 1. Nico Angelo Dalusong          | PPS   |
| 2. Shahanie M. Abelida           | PPS   |
| 3. Johan Keith Nelson B. Gorospe | PPS   |
| 4. Febrielyn Tumines             | PPS   |
| 5. Cherry Winsom Holgado         | PPS   |
| 6. Kenneth Bornias               | PPS   |
| 7. Mayyhudin S. Jamil            | PPS   |
| 8. Maria Theresa Enriquez        | PPS   |
| 9. Frederick C. Yango            | FMS   |
| 10. Jethro M. Tuason             | FMS   |
| 11. Irene I. Armildez            | FMS   |
| 12. Emerson P. Gorospe           | FMS   |
| 13. Racquel B. Macayan           | FMS   |
| 14. Mary Claire D. Bernabe       | FMS   |
| 15. Lilia P. Saroca              | FMS   |
| 16. Concepcion C. Cunanan        | FMS   |
| 17. Jake Lorenz Aldovino         | IAS   |
| 18. Ma. Rosalina V. Ablang       | FASPS |
| 19. Alvin Josue L. Reyes         | FASPS |
| 20. Arriane R. Jimena            | FASPS |
| 21. Carlo Buentipo               | FASPS |
| 22. Riann Marie L. Mendoza       | FASPS |

All expenses to be incurred in relation to the activity including, supplies and materials, honoraria of the resource persons, zoom application subscription and other allowable incidental costs shall be charged against HRDS funds, subject to the usual accounting and auditing rules and regulations.

The Director of the Human Resource Development Service is hereby authorized to amend the date of the said activity in case of unavailability of resource persons/subject matter experts or conflict with other programs of the Department.

A report shall be submitted to the undersigned within fifteen (15) days after the Webinar.

This Order shall take effect on the dates specified herein unless reset to another date.

**ATTY. ERNESTO D. ADOBO, JR., CESO I**  
Underscretary for Legal, Administration,  
Human Resources and Legislative Affairs

