



MAR 29 2022

SPECIAL ORDER
NO. 2022 - 218

SUBJECT: AUTHORIZING THE CONDUCT OF WRITESHOP FOR THE DRAFTING AND FINALIZATION OF ORDERS ON AGEING ADMINISTRATIVE COMPLAINTS ON APRIL 6 TO 8, 2022 IN REGION 4A

In the interest of the service and in order to fast track the disposition of ageing administrative complaints, the following personnel are authorized to participate in the writeshop for the drafting of orders on ageing administrative complaints scheduled on April 6-8, 2022 in Region 4A.

Norlito A. Eneran, <i>LL.M., CESO III</i>	<i>Director, Legal Affairs Service</i>
Atty. A. Raymond M. Velicaria	<i>Chief, Internal Affairs Division</i>
Atty. Rosette S. Ferrer,	<i>Chief, Legal, Research and Opinion Division</i>
Atty. Aventino S. Gopico III	<i>Chief, Claims and Conflicts Division</i>
Atty. Miguel Paolo A. Adalem	<i>Zero Backlog Task Force</i>
Atty. Mario Jayson R. Rabara	<i>Internal Affairs Division</i>
Atty. Kevin Crust Groyon	<i>Investigation and Arbitration Division</i>
Atty. Maria Luz Recelestino	<i>Office of the Director</i>
Atty. Angelo Noel R. Leaño	<i>Internal Affairs Division</i>
Atty. Ar-reb Aquino	<i>Investigation and Arbitration Division</i>
Atty. Shiela G. Reyes	<i>Legal Crisis Prevention Management Division</i>
Atty. Orlando Galo L. Deang	<i>Internal Affairs Division</i>
Atty. Genevieve Sevidal	<i>Legal, Research and Opinion Division</i>
Atty. Marivic Bunoan	<i>Legal, Research and Opinion Division</i>
Lozemilla C. Yumang	<i>Office of the Director</i>
Krystyne Gayle N. Ong	<i>Internal Affairs Division</i>
Kathreen Li Monje	<i>Zero Backlog Task Force</i>
Mark Gregory Maquiraya	<i>Zero Backlog Task Force</i>
Kathleen Kaye V. Saclayan	<i>Litigation and Prosecution Division</i>
Primo Carlos Saraos	<i>Claims and Conflicts Division</i>
Charmaine J. Panlaque	<i>Litigation and Prosecution Division</i>
Gino Leocadio S. Paje	<i>Legal Crisis Prevention Management Division</i>
Rene Orallo	<i>Litigation and Prosecution Division</i>
Yul A. Tamayo Jr.	<i>Internal Affairs Division</i>
Camille D.R. Adalem	<i>Investigation and Arbitration Division</i>

Documentators/ Secretariat:

1. Ms. Marites A. Tamayo *Legal, Research and Opinion Division*
2. Mark Angelo A. Lumbre, *Internal Affairs Division*
3. Hanah Marie A. Baguina *Internal Affairs Division*
4. Virginia B. De Guzman *Internal Affairs Division*


- 1 representative from the Office of the Undersecretary for Legal, Administration, Human Resources and Legislative Affairs
- 1 representative from the Office of the Assistant Secretary for Legal Affairs
- 1 representative form the Legal Division, Land Management Bureau (LMB)
- 1 representative from the Legal Unit, Forest Management Bureau (FMB)

The Director of the Legal Affairs Service is authorized to adjust the date and venue of the said activity as exigencies of the service may warrant.

All expenses to be incurred shall be charged against the funds of the Legal Affairs Service subject to the usual accounting and auditing rules and regulations.

A report shall be submitted to the undersigned through the Human Resource Development Service within fifteen (15) days after the completion of the workshop for record purposes.

This Order takes effect immediately.


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

