



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Bonifacio Drive, Port Area Manila



097.12 DPWH
02.06.2024

1 JAN 05 2024

SPECIAL ORDER

NO. 16

Series of 2024

2/06/2024

SUBJECT: Designation of Ms. GEMMALENE M. EGAÑA as Officer-in-Charge, Office of the Chief, Records Management Division, HRAS (Re-Issuance)

In the interest of the service and pursuant to the provisions of Sections 6 and 37 of Executive Order No. 124, dated 30 January 1987 and in view of the designation of Ms. Vanessa G. Villanueva as Officer-in-Charge, Office of the Director, Human Resource and Administrative Service (HRAS), **Ms. GEMMALENE M. EGAÑA** is hereby designated as Officer-in-Charge, Office of the Chief, Records Management Division, HRAS, this Department.

Under and by virtue of this Order, Ms. Egaña is directed to perform the duties and assume the responsibilities appurtenant to the position of Division Chief.

As such, Ms. Egaña is eligible to receive all entitlements and emoluments appurtenant to the position of Division Chief, Records Management Division, HRAS, subject to the usual accounting and auditing rules and regulations.

This Order amends Special Order No. 16, s. 2024 and its effectivity is retroactive to January 29, 2024.

MANUEL M. BONOAN
Secretary

Department of Public Works and Highways
Office of the Secretary



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