



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

097-12 DPWH

01-03-2023

DEC 12 2022

**SPECIAL ORDER** )

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NO. 313 )

**Series of 2022**

01/03/2023

**SUBJECT: Designation of Ms. GEMMALENE M. EGANA as Officer-in-Charge, Office of the Chief, Records Management Division, HRAS**

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. EGANA** 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. Egana is directed to perform the duties and assume the responsibilities appurtenant to the position of Division Chief.

This Order shall take effect on January 02, 2023 until OIC-Director Villanueva reassumes her position as Division Chief.

  
**MANUEL M. BONOAN**  
Secretary

Department of Public Works and Highways  
Office of the Secretary



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