

January 10, 2024

MEMORANDUM ORDER

No. 17
Series of 2024

SUBJECT: SUCCESSION PLAN ON THE DELEGATION OF AUTHORITY IN THE BUDGET SECTION, ADMINISTRATIVE DIVISION

In the interest of the service and to ensure the smooth flow of day-to-day operations in the office, the succession plan on the Delegation of Authority in the Budget Section, Administrative Division shall be in the following order:

NAME	DESIGNATION/POSITION
1. Anisah-C. Guro-Macalangcom	OIC, Budget Section
2. Angela G. Arellano	Administrative Officer V
3. Ma. Cristina B. Flor	Administrative Assistant III
4. Rowena C. Taganas	Administrative Assistant II

As such, in the absence of the Officer-In-Charge, the next-in-rank shall act on the office's day-to-day operations as well as urgent concerns that require immediate action. They are directed to perform all the duties and responsibilities inherent to their respective designation in addition to their present workload.

This Order shall take effect upon signing and shall supersede all other Orders inconsistent herewith.


GERALD GLENN F. PANGANIBAN, Ph.D.
Director