



Republic of the Philippines

Department of Agriculture

Fertilizer and Pesticide Authority

FPA Bldg. BAI Compound, Visayas Ave. Diliman, Quezon City P.O. Box 2582, Q.C.

Tel. Nos. 8920-8573, 8441-1601, 8922-3368

E-mail add: fpacentral77@gmail.com | Website: <http://fpa.da.gov.ph>

March 10, 2022

SPECIAL ORDER

No. 32-A

Series of 2022

**SUBJECT: AMENDMENT TO THE SPECIAL ORDER NO. 33, SERIES OF 2022
REGARDING THE ATTENDANCE OF THE SEMINAR/WORKSHOP ON
RECORDS DISPOSITION ADMINISTRATION**

In view of the upcoming Seminar/Workshop on Record Disposition Administration initially scheduled on the Third Quarter of 2022 to be conducted by the Department of Agriculture – Undersecretary for Administration and Finance, this office is hereby amending to replace **Ms. Shiena Lyn D. Atienza** with **Ms. Maria Theresa B. Oliveros** to attend the abovementioned seminar/workshop.

This activity shall be conducted in order to institute broader knowledge on how to determine a systematic transfer of non-current records from office storage area, identification and preservation of archival records and destruction of valueless record.

As such, all IT equipment and other support for such seminar/workshop shall be provided to her as necessary and other related expenses are hereby authorized, subject to the usual government accounting and auditing rules and regulations.

This Order shall take effect immediately.

WILFREDO C. ROLDAN

Executive Director



Management
System
ISO 9001:2015



www.tuv.com
ID 9108651180

A food-secure and resilient Philippines

with empowered and prosperous farmers and fisherfolk

