



Republic of the Philippines  
Department of Agriculture  
**FERTILIZER AND PESTICIDE AUTHORITY**  
FPA bldg., BAI Compound, Visayas Ave., Diliman, Quezon City  
Telephone Nos. (02) 8426-1572/ (02) 8920-8573

September 27, 2023

**SPECIAL ORDER**

No. 197

Series of 2023

**SUBJECT: AUTHORITY TO ATTEND IN THE WRITE IT RIGHT: TRAINING ON BUSINESS CORRESPONDENCE**

In the interest of the service, **Mr. Jowee Estefan P. Gabiano**, *Board Secretary I*, is hereby authorized to attend the **Write it Right: Training on Business Correspondence** on **October 26-27, 2023** in **PUP Bulwagang Bonifacio, Sta. Mesa, Manila**.

As such, he is entitled to travelling expenses and per diem and a registration fee of Php 4,000.00 is authorized, subject to the government budgeting, accounting, and auditing rules and regulations.

Moreover, the participant is directed to submit the necessary documented information and spearhead a similar training program for all the FPA employees upon the completion of the said activity.

This Order shall take effect immediately.

  
**JULIETA B. LANSANGAN, MSA, MSES**  
Executive Director III

