



Republic of the Philippines  
Province of Benguet  
Municipality of Itogon  
**Office of the Municipal Mayor**  
Email Address: [vic.palangdan@gmail.com](mailto:vic.palangdan@gmail.com)

**SPECIAL ORDER No. 7-2018**

Series of 2018

**TO: MS. LEONILA K. AMPAGUEY**  
Administrative Officer V  
Municipal Accounting Office  
This municipality

**SUBJECT: EXTENSION OF DESIGNATION AS OFFICER-IN-CHARGE OF THE  
OFFICE OF THE MUNICIPAL ACCOUNTANT**

In view of the EXTENSION of the Maternity Leave filed by the Municipal Accountant, MS. FARIDA R. MATEO, your designation as OIC-Municipal Accountant pursuant to Special Order No. 5-2018 is hereby EXTENDED effective immediately until the Municipal Accountant has reported back to office unless, this extension shall have been terminated sooner, or extended further on valid grounds or for reasons authorized by law.

Having been designated as OIC-Municipal Accountant, you are likewise entitled to the Representation and Travelling Allowance of a Department Head.

This **ORDER** shall take effect immediately.

Issued this 19<sup>th</sup> day of March, 2018.

**ATTY. VICTORIO T. PALANGDAN**  
Municipal Mayor

Copy furnished:

- HRM Office
- All Department Heads
- COA
- File