



H-6590

Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43

MEMORANDUM FROM THE SECRETARY


FOR : All Undersecretaries and Assistant Secretaries

SUBJECT : **AUTHORITY GRANTED TO UNDERSECRETARIES
AND ASSISTANT SECRETARIES RELATIVE TO THE
SIGNING OF SELECTED DOCUMENTS**

DATE : MAR 28 2005

In compliance with the attached Special Order No. 2005-212, a duplicate copy of all documents signed pursuant to the said order shall be submitted to the Office of the Secretary thru the Head Executive Assistant on a weekly basis.

For your strict compliance.


MICHAEL T. DEFENSOR



Memo 102



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel. Nos. (632) 920-4301 * (632) 928-0691 to 93
924-2540 * 928-8592
929-6626 loc. 2012 - 2014

MAR 17 2005

Special Order


No. 2005- 212

**SUBJECT: AUTHORITY GRANTED TO UNDERSECRETARIES
AND ASSISTANT SECRETARIES**

In the interest and exigency of the service, Undersecretaries and Assistant Secretaries are hereby authorized to sign the following documents:

1. Memoranda to REDs, RDs, and RTDs, **but only** for the conduct of complete staff work (CSW) on matters referred to their respective offices and sectoral assignments, for subsequent submission to the undersigned;
2. Acknowledgement and reply letters to letter-requests referred to their respective offices or related to their sectoral assignments; and
3. Acknowledgement of publications relating to their sectoral assignments.

This Order shall take effect immediately until it is revoked in writing.


MICHAEL T. DEFENSOR
Secretary

