



Republic of the Philippines
Department of Natural Resources
OFFICE OF THE SECRETARY
Diliman, Quezon City

August 25, 1977

SPECIAL ORDER)

No. 212 :

Series of 1977)

SUBJECT: Amendments to the Composition
of the Complaints Committee

1. In the interest of the service, the composition of the Complaints Committee created under Special Order No. 1, series of 1975, is hereby amended as follows:

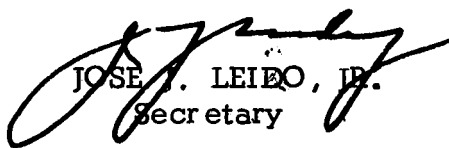
- a. Chief, Administrative Service - Chairman
- b. Chief, Legal Service - Member
- c. Chief, Personnel Division - Member
- d. Chief, Personnel Transaction
& Records Section
Personnel Division - Secretary

2. The Committee shall decide protests on appointments of officials and employees of the Office of the Secretary and all the Bureaus and Offices under the Department of Natural Resources.

3. The Committee shall evaluate the protest according to the guidelines contained in Memorandum Circular No. 5, series of 1963 of the Civil Service Commission. The recommendation/decision of the Committee shall be submitted to the Assistant Secretary for Legal and Policy Matter for approval/confirmation pursuant to Special Order No. 169, series of 1977 of this Office.

4. The Secretary of the Committee shall prepare the agenda for all meetings, keep and preserve the record and prepare reports of the Committee.

This order supersedes any order, circular or memorandum inconsistent herewith and takes effect immediately.


JOSE L. LEIBO, JR.
Secretary