



Republic of the Philippines
Ministry of Natural Resources
OFFICE OF THE MINISTER
Diliman, Quezon City

16 April 1979

SPECIAL ORDER
No. 120
Series of 1979

SUBJECT: Implementation of the MNR-wide
Personnel Information System
(PIS) Development Project

In the interest of service and in order to improve the MNR's organizational and systems capability in generating, processing and managing personnel data and information through the application of computer technology, the abovesited Project shall be implemented by the Natural Resources Management Center in coordination with all the Bureaus and Attached Agencies of the Ministry.

A Project Core Team is hereby created at the NRMC under the overall supervision of the MNR-MIS Program Director to principally undertake the research and development aspects of the Project. The Chief Personnel Officer and the designated Personnel Officer/Assistant or MIS staff of the different bureaus and attached agencies at the Central Office and the Regional Director, Personnel Officer and District Head for regions shall be mobilized to provide technical and administrative support to the Project Team as may be required.

Moreover, a PIS Steering Committee, under the Chairmanship of the Assistant Secretary for Personnel Management and Development, and composed of the heads of the Administrative Services of the bureaus/agencies and the Chief Personnel Officer in the Office of the Minister, is hereby created to provide guidelines for the conduct of the Project.

All expenses in the collection, coding and encoding of data for each bureau/agency are chargeable against the

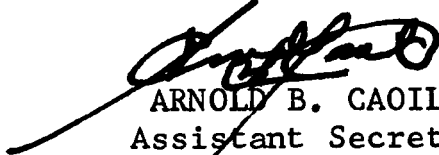
funds of the bureau/agency. All other expenses incurred in the accomplishment of the objectives of the Project shall be chargeable against the funds set for this Project. In this regard, transfer of the aforementioned funds through Cash Disbursement Ceiling (CDC) from any MNR offices to NRMC is hereby authorized.

Further, MNR personnel providing services to the Project are hereby granted honoraria per meeting attended according to the approved guidelines of the NRMC regarding the matter provided that the heads of the agencies concerned authorize the payment of such remuneration to their designated personnel.

This Order shall take effect immediately.


JOSE J. LEIDO, JR.
Minister

RECOMMENDING APPROVAL:


ARNOLD B. CAOILI
Assistant Secretary

EL/lab