



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

MNR SPECIAL ORDER )  
NO. 274 :  
Series of 1979 )

November 15, 1979

SUBJECT: Creation of a Forestry Secretariat for the First  
ASEAN Coordinative Meeting on Forestry Programs  
to be held on 27-29 November 1979

1. In the interest of the service and in order to assure the success of the forthcoming First ASEAN Coordinative Meeting on Forestry Programs, Committee on Food, Agriculture and Forestry of the ASEAN Economic Ministers, which will be held in Manila on 27-29 November 1979, a Forestry Secretariat is hereby created and the members thereof designated:

Eufresina L. Boado	-----	Chairperson	-----	BFD
Remedios T. Blaquera	-----	Vice-Chairperson	-----	BFD
Zenaida B. Muñoz	-----	Member	-----	MNR
Rosario P. Labaro	-----	Member	-----	MNR
Belinda Pagdanganan	-----	Member	-----	MNR
Remedios Perez	-----	Member	-----	MNR
Aida Nepomuceno	-----	Member	-----	BFD
Adelaida B. Quilloy	-----	Rapporteur	-----	BFD
Aurea M. Ojerio	-----	Rapporteur	-----	BFD
Ester Cadiz	-----	Rapporteur	-----	BFD
Laureano Lingan, Jr.	-----	Rapporteur	-----	BFD
Filomeno Bajar	-----	Rapporteur	-----	BFD
Isaias Domingo	-----	Rapporteur	-----	BFD
Luz Gonzales	-----	Rapporteur	-----	BFD
Vicente Paragas	-----	Rapporteur	-----	BFD
Emelita Aguinaldo	-----	Steno-Typist	-----	BFD
Emily A. Taeza	-----	Steno-Typist	-----	BFD
Leticia Cortez	-----	Typist	-----	BFD
Evangeline de Leon	-----	Typist	-----	BFD
Felicitas Arevalo	-----	Typist	-----	BFD
Norma Balutan	-----	Typist	-----	MNR
Caridad Francisco	-----	Typist	-----	MNR
Erlinda Sison	-----	Typist	-----	MNR
Villamor Anitohin	-----	Typist	-----	MNR
Dolores Cruz	-----	Special Services	-----	BFD
Cossette Malig	-----	Special Services	-----	BFD
Heidi Dolor	-----	Special Services	-----	BFD
Lourdes Aguirre	-----	Special Services	-----	BFD
Eddie Ubaldo	-----	Artist/Illustrator	-----	BFD
Abraham Villasin	-----	Photographer	-----	BFD
Antonio Cariño	-----	Mimeographing Machine Operator	-----	BFD
Lamberto Villafuerte	-----	Bookbinder	-----	BFD
Rodolfo Baltao	-----	Driver	-----	BFD

2. To assure that the various preparations and activities of the meeting can be properly coordinated and smoothly managed, the Secretariat shall, among others:

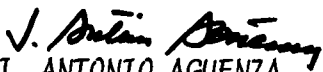

- 2.1 Attend to the preparations and activities concomitant to the holding of the meeting such as billeting and accommodation of foreign participants, arrangements for the opening and closing programs, and other social activities and field trips;
- 2.2 Attend to the arrival and departure of foreign participants;
- 2.3 Provide registration and ushering services during the opening program;
- 2.4 Take, transcribe and distribute proceedings/technical papers and reproduce same for all concerned; and
- 2.5 Attend to other activities related to the meeting.

3. The members of the Secretariat are hereby authorized to seek assistance of any employee or official of the Ministry/Bureau in pursuance of this Order.

4. The members of the Secretariat are hereby authorized to claim reimbursement of expenses subject to existing auditing rules and regulations.

5. The Secretariat members shall report to the Chairman upon receipt of this Order.

6. This Order shall take effect immediately.

  
J. ANTONIO AGUENZA  
Acting Assistant Secretary  
Officer-in-Charge, MNR 

Recommending Approval:

  
EDMUNDO V. CORTES  
Director  
Bureau of Forest Development

Copy furnished:

Minister, MNR, Q.C.  
Director, BFD, Q.C.  
Chief, Administrative Div., MNR

Chief, Administrative Div., BFD  
All Personnel Concerned  
F i l e