29 October 1981

SPECIAL ORDER NO. 3/4 Series of 1981

Entrance of the second

SUBJECT: Extension of the Inventory Committee to finish their work regarding physical inventory and transfer of equipment issued to Bureaus and Offices with MNR-Special Project.

In view of the need to finish the annual physical Inventory of the Ministry of Natural Resources for the year 1980 and to complete the official transfer of properties, furniture and office equipment acquired by the Ministry and already issued to the four bureaus and its attached agencies with MNR-Special Projects pursuant to the provision of Section 641 and 645 of the Revised Administrative Code, the committee members are required to finish the preparation of Invoice Receipt of Property to effect the immediate transfer of the properties issued under the following Regions with MNR Special Projects.

- I Region IV Bureau of Fisheries and Aquatic Resources
 - a. Mussel Farm, Sinequilasan Bacoor Cavite.
 - Biology and Culture of Kandule Project, Los Baños, Laguna.
 - c. Gracillaria Project Binakayan Cavite.
 - d. Spiny Lobster Demonstration Project, Lian Batangas.
 - e. Sabalo and Mullet Project Naujan Oriental Mindoro.
 - f. Mariculture Project, Butong Taal Batangas.
- II Region IX Zamboanga City Bureau of Fisheries and Aquatic Resources, Regional Office.
- III Region XI Pearl and Mussel Farm, Tangub City, Misamis
 Occidental.
- IV Region I Bureau of Forest Development.
 - a. Reforestration Project, Paoay, Ilocos Norte.
- V Region III Bureau of Forest Development.
 - a. Reforestration Project, Pantabangan Nueva Ecija.
 - b. RP-Japan Reforestration Project, Carranglan, Nueva Ecija.
 - c. Reforestration Project, Minalongao, General Tinio Nueva Ecija.

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VI - Region IV - Bureau of Forest Development, District Office, Calapan, Oriental Mindoro.

VII - Attached Agencies:

- a. Commission on Settlement of Land Problem.
- b. Fishery Development Council.
- c. Presidential Committee on Wood Industry Development.

The Committee members shall therefore, coordinate with Project Managers, Project Officers and Project Leaders of the different MNR Special Project. To facilitate effective and efficient inventory, the Committee members is likewise authorized to call any official or employee of the Regional Offices and different bureaus under the Ministry of Natural Resources for assistance and support.

A report shall be submitted to the Minister and/or Deputy Minister on or before December 29, 1981.

Travels that may be needed in the performance of the above task shall be on official time and authority is hereby granted for payment of traveling expenses in accordance with CAO Circular No. 127 dated November 27, 1971.

This order shall take effect immediately.

AATTONIO Y. CAPAY
Assistant Secretary
for Finance and Management

RECOMMENDING APPROVAL:

ALEJANDRO G. HODRIGUEZ
Acting Chief, Administrative Service

APPROVED:

ARNOLD B. CAOILI Deputy Minister