



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

24 February 1981

SPECIAL ORDER
NO. 45
Series of 1981

SUBJECT: CREATING A JOINT INVENTORY COMMITTEE TO CONDUCT AN INVENTORY AND TO OFFICIALLY TRANSFER PROPERTIES, FURNITURE AND OFFICE EQUIPMENT ACQUIRED BY THE MINISTRY OF NATURAL RESOURCES 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, authorizing the transfer of properties already issued by the Office of the Minister, MNR to the different bureaus, attached agencies and special projects; and as a follow-up activity of the General Inventory just concluded, a Joint Inventory Committee is hereby created with the following members:

JULITA B. DELOS REYES - MNR	COA REPRESENTATIVE
BENJAMIN A. AGUA - MNR	NATIVIDAD MORALES - B FAR
ERNESTO JARABE - MNR	GIL LEGASTO - B FAR
JOSE ANTONIO - MNR	ROSAURO MARTINEZ - B FAR
BENITO CARREON - MNR	LUZ SARMIENTO - PA CLAP
MAGDALENA CONTARCIEGO - MNR	NOBLEZA MARINO - PCWID
ERNESTO GERVACIO - BFD	ANTONIO FAJARDO - NEPC
ARTURO PELEN - BFD	CARLOS QUITORIANO - PFMA
RODOLFO SANTOS - BL	JORGE ESCOTO - FIDC
FELIPE TAN - BL	RAFAEL E. CAMAT, JR. - NRMC
	CORAZON BAUTISTA - MRDB
	NORA SABINIANO - PA CLAP

The above Committee members shall coordinate in facilitating the accomplishment of the tasks assigned to them on or before June 30, 1981.

At the initial stage of preparing the Invoice-Receipts of Property, the Committee shall take inventory, physical or otherwise of all fixed assets, to properly identify and segregate those equipment pertaining to MNR Special Projects.

To prepare the Invoice-Receipt of Property to effect the immediate transfer of the said properties.

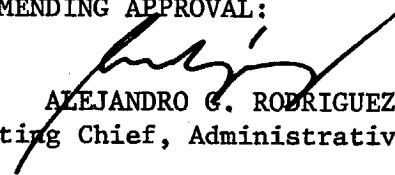
To achieve such purpose, the Committee members are hereby authorized to travel and collect the necessary expenses including transportation and per diem chargeable against the appropriation of the respective Bureaus involved, subject to the availability of funds and usual accounting and auditing requirements.

The Committee is hereby directed to accomplish their tasks and to submit their reports according to deadline set herein.

This order shall take effect immediately.


J. ANTONIO AGUENZA
Acting Assistant Secretary

RECOMMENDING APPROVAL:


ALEJANDRO C. RODRIGUEZ
Acting Chief, Administrative Service