



MINISTRY OF  
NATURAL RESOURCES

2 August 1982

SPECIAL ORDER  
NO. 361  
SERIES OF 1982

SUBJECT: Reconstitution of the committee to inventory all properties (equipment, supplies, books and bound publications) in the Office of the Minister and attached agencies, MNR as of December 31, 1981

Pursuant to Presidential Decree No. 461, dated May 17, 1977 and GAO General Circular No. 55, dated March 17, 1958 a committee to conduct an inventory of all properties of the Ministry of Natural Resources, (equipment, supplies, books and bound publications, etc.) is hereby amended to wit:

Melchora Olegario	- Chairman
Ernesto Jarabe	- Co-Chairman
Cresencia Olivar	- Member
Marcelo Sicat	- Member
Anita Mortos	- Member
Edwin Barrientos	- Member
Sonia delos Santos	- Member
Leonardo Jebulan	- Member
Rogelio Daquer	- Member
COA Auditor/Representative	- Witness

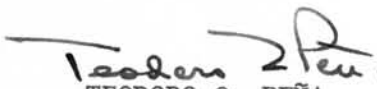
The Committee shall be supported by a clerical force composed of the following:

Eduardo Soriano	- Typist
Magdalena Contarciego	- Typist

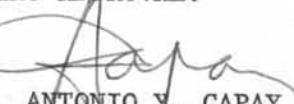
The above-mentioned committee shall undertake physical inventory of all properties/equipment, supplies, books and publications of the Ministry proper including COSLAP, PCWID, NRMC, FIDC, MRDB, AGRO-FOREST PROJECT, BUSUANGA PROJECT, CALAUIT PROJECT and other Special Projects under MNR. Also, they are to prepare the Invoice Receipt of Property to effect the immediate transfer of properties already issued to the four bureaus and attached agencies with MNR Special Projects.

As such, they shall be authorized to travel and claim reimbursement of actual expenses incurred therein, chargeable against MNR funds, subject to the availability of funds and the usual accounting and auditing rules and regulations.

This Order shall take effect immediately and supersedes Special Order No. 113, dated March 12, 1982.

  
TEODORO Q. PEÑA  
Minister

RECOMMENDING APPROVAL:

  
ANTONIO Y. CAPAY  
Assistant Secretary