

MINISTRY OF
NATURAL RESOURCES

SPECIAL ORDER
NO. 412
Series of 1983;

SEP 05 1983

SUBJECT: DESIGNATION, REASSIGNMENT/
DETAIL OF PERSONNEL.

In the interest of the service and to facilitate the computerization of the Ministry's logistics requirements, the following personnel are hereby designated, reassigned, and/or detailed, effective 05 September 1983, as accordingly specified, to wit:

1. CRESENCIA I. OLIVAR is relieved of her duties at the Office of the Assistant Secretary for Legal Affairs and is hereby designated as Logistics Management Officer (LMO).

2. DOROTHY B. CALUYA is hereby designated as Secretary of the Logistics Management Office.

3. In addition to their present duties at the Management Information Service Unit (MISU):

(a) NICOLAS LLAVE and ELIZABETH ARCEO are hereby detailed on part-time basis with the Logistics Management Office to develop a computerized system for supply management;

(b) SONIA DE LOS SANTOS is hereby designated, also on part-time basis as Inspector, Internal Control Unit, who shall discharge the functions of an inspector as stipulated in pertinent COA Circulars and the Manual of Internal Control and shall assist in the development of a computerized system for internal control.

However, in her absence, the Logistics Management Officer is hereby given the power to designate someone, who in her judgment is qualified to perform the functions of an inspector.

4. EDITHA B. BANDAYREL is relieved of her duties in the Bids and Awards (BAC) Secretariat and is reassigned to the Personnel Division.

5. The following are hereby relieved of their present duties as members/canvassers of the Secretariat, Bids and Awards Committee (BAC), and are detailed to the Natural Resources Conservation Office:

12/24/83

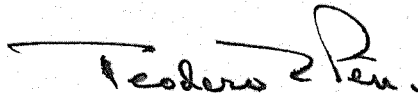
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|------------------------|--------------------------|
| (a) NORIETTA C. LAZARO | (e) ALEXANDER E. RELUCIO |
| (b) MARTHA C. ASUNCION | (f) REYNALDO J. LONDRES |
| (c) TOMAS J. ACOSTA | (g) ULYSSES F. MAMENTA |
| (d) OSCAR H. VILLAS | |

6. EVA E. AGCAOILI is hereby detailed to the Secretariat, Bids and Awards Committee.

7. ALODIA GUERRERO is hereby relieved of her duties as Inspector in the Internal Control Unit, but shall continue in said unit to perform her other functions or duties.

All previous orders and instructions in conflict herewith are amended or modified accordingly.

This Order shall remain in force until revoked or amended in writing.


TEODORO Q. PEÑA
Minister