



Republic of the Philippines
Ministry of Natural Resources
OFFICE OF THE MINISTER

August 3, 1987

SPECIAL ORDER
NO. 508
Series of 1987

SUBJECT: Designation of Mr. Robert S. Jara as Project Manager of the REMIN-REMIC: A Mangrove Information for Asia and the Pacific Project (IDRC:3-P-84-0293)

1. In the interest and exigency of the service, Mr. Robert S. Jara is hereby designated as Project Manager of the REMIN - REMIC: A Mangrove Information for Asia and the Pacific (IDRC:3-P-84-0293) Project.
2. Mr. Robert S. Jara shall report to the Undersecretary for Policy and Planning and shall perform the duties and functions of the office of the Project manager.
3. In signing official correspondents, vouchers, payrolls and contracts, he shall sign as:

ROBERT S. JARA
Project Manager
REMIN-REMIC Project
4. As Project Manager, he shall exercise over-all management of the project and shall be responsible for the:
 - a) Preparation of the operational and financial plans of the project.
 - b) Effective implementation and attainment of the plans and program of the project.
 - c) Coordination of all the activities and outputs of the project with the different participating institutions in the participating countries in the Asia-Pacific region.

- d) Monitoring, assesment and evaluation of the performance of all the project components.
- e) Preparation and submission of progress reports of the project.
- f) Attending meetings pertinent to the project.

5. Relative to this designation, he is hereby given the authority to:

- a) Create a Project Management Office deemed functional and necessary;
- b) Recommend the hire/assignment/transfer/detail of personnel;
- c) Approve Requisition and Issues Vouchers (RIVs) and the corresponding Job and Letter Order and Payment of Vouchers for the purchase of supplies and materials and equipment involving amount not exceeding Fifty Thousand Pesos Only (P50,000.00);
- d) Approve Job and Letter Orders and Vouchers for the repair of motor vehicle and other office equipment involving amount not to exceed Ten Thousand Pesos Only (P10,000.00); and
- e) Approve Vouchers for payment of water and electric bills, office space rentals, telephone bills and other fixed expenditure, including payment for freight and communication expenses.

In exercising the above-mentioned authorities, the Project Manager should be guided by the usual accounting and auditing rules and regulations.

This Order takes effect immediately.


RICARDO M. UMALI
Undersecretary