



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

SPECIAL ORDER  
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SUBJECT: Creating a Working Group at the Office  
of the Secretary to Coordinate the  
Preparation and Defence of the 1989  
Budget and Work Plan


In line with the start of the 1989 Planning and Budgeting Cycle, a working group is hereby created at the Office of the Secretary to coordinate the preparation and defence of the 1989 budget and work plan of the Department:

- |     |   |    |               |
|-----|---|----|---------------|
| 1.  | USEC Ricardo M. Umali                                   | -- | Chairman      |
| 2.  | ASEC Antonio S. Tria                                    | -- | Vice-Chairman |
| 3.  | ASEC Roque Arrieta Magno                                | -- | Member        |
| 4.  | ASEC Renato A. de Rueda                                 | -- | "             |
| 5.  | ASEC Lirio T. Abuyuan                                   | -- | "             |
| 6.  | Elisea G. Gozun   | -- | "             |
| 7.  | Carmen Borje  | -- | "             |
| 8.  | Rolando L. Metin  | -- | "             |
| 9.  | Jeremias A. Canonizado                                  | -- | "             |
| 10. | Jose R. Gapas   | -- | "             |
| 11. | Melchora Olegario                                       | -- | "             |
| 12. | Gloria A. Arce  | -- | "             |
| 13. | Lilia SD. Raffles                                       | -- | "             |
| 14. | Juliet U. Texon   | -- | "             |
| 15. | Max Soriano   | -- | "             |
| 16. | Rosario P. Labaro                                       | -- | "             |
| 17. | Emerita Linda C. Javillonar                             | -- | "             |
| 18. | Albert Cortes   | -- | "             |
| 19. | Chief, Planning Officers<br>of Staff Bureaus and NAMRIA | -- | "             |
| 20. | Chief, Finance Officers<br>of Staff Bureaus and NAMRIA  | -- | "             |

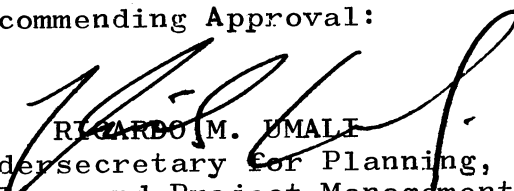
Specifically, the working group shall have the following responsibilities:

1. Provide budget and planning guidelines to Regional Offices/Staff Bureaus/Attached Agencies/Offices under the Office of the Secretary, to include:
  - a. policy thrusts and priority activities/programs.
  - b. staffing pattern to be used as basis for the computation of personal services requirements.
  - c. allowable budgetary increase over 1988 appropriation (budgetary ceiling).
2. Identify data requirements and design presentation for the defence of the 1989 budget to the Department of Budget and Management, Congress and Senate.
3. Ensure that all work plans and budgetary proposals are submitted to the Central Office on time.
4. Evaluate the work plans and budgetary proposals submitted by Regional Offices, Staff Bureaus, Attached Agencies and other Offices under the Office of the Secretary to determine if they conform with the guidelines provided under item (1) above.
5. Brief the Secretary on the Department's Work Plan and Budgetary Proposal for CY 1989.

Approved:

  
FULGENCIO S. FACTORAN, JR.  
Secretary

Recommending Approval:

  
RICARDO M. UMALI  
Undersecretary for Planning,  
Policy and Project Management