



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

16 March 1988

SPECIAL ORDER)
No. 184 :
Series of 1988)

SUBJECT: Assigning Personnel to Perform
Certain Functions at the Human
Resource Development Service

In accordance with our reorganization program, the following personnel are hereby assigned to perform certain functions towards the operationalization of the Human Resource Development Service.

1. MARCELINA A. DAYAO - (Forest Management Bureau)

Mrs. Dayao shall assist the HRD Service Chief in the identification and integration of training needs and programs and services for the department's staff and clientele.

2. ADELUISA SIAPNO - (Forest Management Bureau)

Ms. Siapno shall assist the HRD Service Chief in formulating policies and programs geared towards the personnel's development in their jobs; in assessing manpower requirements of the department; developing policy guidelines on how career patterns for employees shall be evolved; and formulating a system of monitoring career growth, including the monitoring of expertise needs for the Department.


3. VICTORIA ORARA - (Planning Service, DENR Proper)

Ms. Orara shall assist in designing and formulating a system of assessing manpower and capability and needs to serve as basis for manning and training programs; developing a system of conducting personnel management audit and for evaluating impact of training programs and HRD intervention.

The above-mentioned personnel shall submit action plans on how to perform the functions assigned to them, including outputs to be generated and dates of submission, not later than 22 March 1988. They shall report to Mr. Jaynul E. N. Uc-Kung, OIC, HRD Service for continuing instructions.

These assignments do not give the above personnel any preferential treatment during the selection of candidates for the various positions in the HRD Service for which evaluation is going on.

This Special Order takes effect immediately, supersedes any inconsistent order and may be revoked sooner by the undersigned or any other higher competent authority.


ANTONIO S. TRIAS
Assistant Secretary
for Management Services

RLM/nnb