



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MAR 14 1989

SPECIAL ORDER
NO. 245
SERIES OF 1988

SUBJECT: DESIGNATING FORESTER ALFREDO G. MALATAG AS
CONTRACT SUPERVISOR FOR THE RAINFED RESOURCES
DEVELOPMENT PROJECT (RRDP)-REGIONAL CLONAL
NURSERY AND SPECIES TRIAL PROJECT IN REGION I

In the interest of the service and to ensure smooth project implementation, Forester ALFREDO G. MALATAG of the Forest Management Bureau (FMB) of the Department of Environment and Natural Resources Regional Office (DENRRO) No. I, is hereby designated as the Contract Supervisor for the Rainfed Resources Development Project (RRDP)-Regional Clonal Nursery and Species Trial Project located in Region I.

He shall perform the following duties and responsibilities:

1. Oversee project implementation and see to it that contract works are being implemented in accordance with agreed plans and scope of work.
2. Monitor and evaluate progress accomplishment and make report to Regional Executive Director (RED), all reports required by Foreign Assisted and Special Projects Office (FASPO), Central Office (CO), Accounting Office, Department of Budget and Management (DBM) and the United States Agency for International Development (USAID).
3. Review and evaluate progress billing of Contractor and recommend to the RED thru Regional Coordinator for acceptance and non-acceptance.
4. Assess Contractor's performance and recommend change, order and/or measures for approval of RED to effectively and efficiently implement the project.
5. Review and evaluate the preparation of Annual Work and Financial Plan and make recommendations thru the RED to FASPO for approval.
6. Coordinate with other DENRRO units to facilitate Contractor's requirements in project implementation e.g. issuance of Certificate of Stewardship Contract (CSC), source of seedlings, etc.

He shall be entitled to claim monthly incentive allowance. In addition, all expenses as a result of this Special Order shall be chargeable against the project fund subject to the availability of funds and existing accounting and auditing procedures.

This Order takes effect immediately.

ORIGINAL SIGNED

RICARDO M. UMALI

Undersecretary for Planning,
Policy and Project Management

RM

RRDP
RECEIVED

Date 2/22

Time 2:45

By [Signature]

ORIGINAL SIGNED

GREGORIO L. MAGDARAOG

IOIC, Undersecretary for Field
Operation