



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

APR 1 1989

DENR SPECIAL ORDER  
NO. 355  
SERIES OF 1989

SUBJECT: Rendering of overtime services of the  
typing pool personnel of the legal service,  
this Department for the purposes of de-  
clogging the pending cases of the DENR.

In line with the functions mandated under DENR Special Order No. 193 S. of 1988 to the members of the force and in order to accomplish the same, there is hereby organized a working group from the typing pool of the Legal Service personnel to render overtime services under direction of a designated head. The rendered overtime services shall be duly reflected in their respective time cards. Such personnel allowed to render overtime are entitled to claim meals and transportation allowances during Saturdays, Sundays and Holidays, effective April 1, 1989 up to June 30, 1989, pursuant to LOI 565 implemented by COA Circular No. 78-77 particularly under Item No. 1,c (6) of Section B-General Guidelines thereof, chargeable against the funds within the DENR, subject to the availability of funds and the usual accounting and auditing rules and regulations.

The employees who are required to render overtime services are: Rosalinda Haro, Gregoria Maligsa, Estrella Lardizabal, Rosario Cruz, Luz Bernal, Nena Madario, Herminigilda Lanche, Marieta Mirador, Susan Agas, Vilma Lalunio, Marilyn Lukban, Luz Guillen, Rose Nunez, Myrna Balatayo, Rosanne Turingan, Edith Danao, Emelyn Panganiban, Rodrigo Lanche, Generoso Enrico, Bernan Quipones, Michael Mijares, Rolly Almoradie, Jr., Edgar Higoy, Frank Reyes, Redentor Guzman, Rodolfo Ruiz, Bienvenido Brizuela, Gina Sanchez, Elvira Parcon, and Victor Cortez.

FULGENCIO S. FACTORAN, JR.  
Secretary