



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MAY 03 1989

SPECIAL ORDER
NO. 407
Series of 1989

SUBJECT: Authorizing Personnel from the
DENR Proper to attend the CSC
training programs for CY 1989

In the interest of the service and upon the invitation of the Director, Civil Service Commission, National Capital Region, Quezon City, the following employees from the Personnel Division, DENR Proper are hereby authorized to attend the training program for CY 1989 to be held at the 7th floor, BIR Bldg., Regional Office #4, corner Scout Santiago, Quezon Boulevard, Quezon City.

A. Training on Appointments Preparation (TAP)


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|----------------------|------|-------------------|
| 1. Amelia Flores | 12th | May 22-26, 1989 |
| 2. Yvonne Baldado | 13th | July 24-28, 1989 |
| 3. Veronidia Azucena | 14th | Sept. 13-22, 1989 |
| 4. Reslyto Ensenado | 15th | Nov. 13-17, 1989 |

B. Leave Administration Course for Effectiveness (LACE)

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|---------------------|------|-------------------|
| 1. Susan Fieldad | 10th | May 16-18, 1989 |
| 2. Clarissa Pason | 11th | July 13-20, 1989 |
| 3. Joseph Esperanza | 12th | Sept. 26-28, 1989 |
| 4. Manolita Velasco | 13th | Nov. 21-23, 1989 |

Their attendance thereat shall be on official time, under this order. They are entitled to collect a seminar fee of ₱ 800.00 for TAP participants and ₱ 400.00 each for LACE participants and actual transportation expenses subject to the usual accounting and auditing rules and regulations.

This order takes effect only for the duration of the said training program.


ROLANDO L. METIN
OIC, Asst. Secretary for
Management Services

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Visayas Avenue, Diliman, Quezon City

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