



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MAY 12 1989

SPECIAL ORDER
NO. 441
SERIES OF 1989

SUBJECT: CREATION OF A WORKING COMMITTEE WHO WILL FORMULATE/PREPARE A STANDARD PROCEDURE IN THE DISPOSITION, INVENTORY, TRANSFER OF EQUIPMENT AND OTHER PROPERTIES PURCHASED/PROCURED/DONATED UNDER THE DIFFERENT PROJECTS OF THE FOREIGN ASSISTED AND SPECIAL PROJECTS OFFICE (FASPO) OF THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)

In order to fortify the Department's capability in managing the inventory, disposition, transfer of tools/equipment and other properties of the Foreign Assisted and Special Projects Office (FASPO), a working committee consisting of officers and personnel from the different units of the Department of Environment and Natural Resources (DENR) is being formed. The committee shall be composed of the following officers/personnel:

1. Juanito Munsayo - Accounting
2. Virginia Abrigo - Management
3. Ernesto Jarabe - Admin/Property
4. Conrado Gulmatico - FASPO
Rogelio Bello

The committee shall specifically:

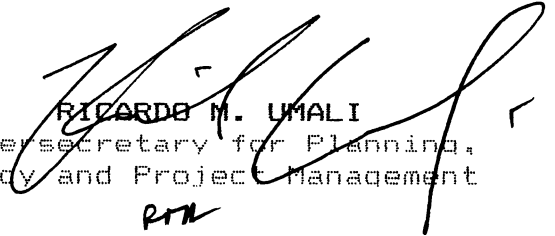
1. Review the current system and procedures of FASPO in initiating inventories of all equipment/tools and infrastructures purchased/procured/donated and constructed by the different projects under the said office.
2. Design a systematic protocol/guideline that would improved and strengthen the current systems of FASPO/DENR in conducting inventory of all properties and equipment under the said office.
3. Design a guideline regarding the transfer of equipment/tools to project beneficiaries, regional and district offices of the DENR.

The working committee shall coordinate/consult other units of the Department who are conducting similar functions and submit the result ten (10) days after final approval of this Special Order.

This Order takes effect immediately.



VICTOR O. RAMOS
Undersecretary for Field
Operations



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

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