



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

May 11, 1989

DENR SPECIAL ORDER
No. 448
Series of 1989

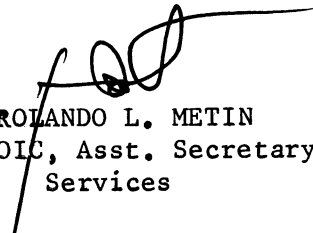
SUBJECT: Authorizing certain PAO personnel to attend
Computer Courses in the CMC Computer Center,
College of Mass Communication, U.P. Diliman,
Quezon City from May 15 to June 2, 1989.

In the interest of the service and to strengthen information delivery in DENR and to DENR clientele, the following personnel are hereby authorized to attend the following computer courses and are further authorized to claim course fees according to the following schedule:

<u>Personnel</u>	<u>Course</u>	<u>Fee</u>
1. Araceli V. Espino	Wordstar 4.0	₱ 600.00
2. Ayda Z. Zoleta	Wordstar 4.0	600.00
3. Elizabeth Cruz	Pagemaker 3.0	1,500.00
4. Ponciano Aranez	Lotus 123	600.00

The attendance of the above personnel shall be on official time. Expenses incidental to the courses including course fees shall be chargeable to DENR funds subject to the usual accounting and auditing procedures.

This Order shall be in force for the duration of the training.


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