



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

JUN 07 1989

Special Order :
No. 575
Series of 1989

Subject : Creating a Building Renovation Project Team to
Review Renovation Works.

With the termination of the service of the Hi-Tech Project Manager for the ongoing renovation of the DENR Building, a Building Renovation Project Team is hereby created to review renovation works. The team shall be composed of the following engineering staff:

Personnel

1. Emanuel David - (Civil Eng'g.)
2. Eduardo Escobedo - (Civil Eng'g.)
3. Hernando Mariola - (Civil Eng'g.)
4. Glendelina Torres Jr. - (Elect'rl. Eng'g.)
5. Christian Mendiola - (Elect'rl. Eng'g.)
6. Gilbert Munday - (Mechanical Eng'g.)

Present Assignment

1. General Services Division, Administrative Service
2. General Services Division, Administrative Service
3. Office of the Assistant Secretary for Man. Services
4. General Services Division
5. Personnel Division, Administrative Service
6. Management Division, Financial Mg. Service

The Project Team shall perform the following functions:

1. Supervise the day-to-day work of the contractors.
2. Recommend to the Building Renovation Committee changes, corrections, additions and deletions in the plan and actual work.
3. Review work plan and recommend them to the Building Renovation Committee for action.
4. Review contractors' billings based on actual accomplishments and recommend action on the billings.
5. Report to the Building Renovation Committee the progress and any problems in the work.

For better coordination and review, the Project Team is further organized to handle specific responsibilities.

Civil Works

Hernando Marilla
Emmanuel David
Eduardo Escubio

Mechanical

Hernando Marilla
Gilbert Mondroy
Floridelino Tomas Jr
Christian Miranda

Electrical

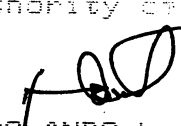
Floridelino Tomas Jr.
Christian Miranda
Emmanuel David

No payment of contractor's billing will be made without the certification of the group members that the works were actually accomplished and were satisfactory.

To provide incentives, the Project Team members shall be entitled to claim overtime pay by the hour based on the monthly salary, but not to exceed 50% of the monthly rate.

This order takes effect May 18, 1989.

By Authority of the Secretary:


ROLANDO L. METIN
Assistant Secretary for
Management Services