

JUN 0 9 1989

SPECIAL ORDER No. **524** Series of 1989

SUBJECT

in - house Training on DBASE III + a File Operation at the Planning and Policy Studies Office, Conference Room on June 26-30, 1989 at 4:00 - 6:00 Pm

In the interest of the service and to respond to the growing computerization needs of office operations, an in nouse training on DBase III +, a file operation, shall be undertaken at the PPSD Conference Room on June 26-30. 1989 at 4:00 to 6:00 P. M.

For the purpose , Mr. Percival A. Madera and Mr. Antonio Bautista, Jr. shall be designated as trainors of the said course.

The following personnel of the MISD-PS are hereby authorized to attend the said training:

- 1. Edgardo Pieraz
- 2. Elisec Velcso
- 3. Rudicindo Higoy, Jr.
- 4. Enlinda Cantil
- 5. Ricardo Cruz, Jr.
- 6. Incoencia Ucab
- 7. Ma. Eveline Rasco
- 8. Aurora Prospero
- 7. Clarita Amor
- 10. Joselito Mentin
- lt. Lilian Yboa
- 12. Editha Valenzuela
- 13. Engracia Carlos
- 14. Victoria Lagunzad
- i5. Poperto de L<mark>eo</mark>n
- 16. Francisco Santos
- 17. Larry Villaflor
- 18. Leonida Pehafiorida

All Expenses to be in incurred including allowances for the trainers, shall be charged to PPMO. subject to usual accounting and auditing rules and regulations.

Assistant Secretary for Planning and Policy Studies