



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

JUL 18 1989

SPECIAL ORDER

No. 635
Series of 1989

SUBJECT: **Creation of a Steering Committee, a Working Committee, and a Technical Support Group to work with the DAP Project Team on the DENR - DAP Information Systems Planning Project (ISPP)**

In pursuance to the Memorandum of Agreement entered into by and between the Department of Environment and Natural Resources and the Development Academy of the Philippines, and in order to facilitate the implementation of the DENR-DAP Information Systems Planning Project which will be in effect from July 1, 1989 to September 30, 1989 the following ad hoc bodies are hereby created to provide direction, facilitate the gathering of required information, and assist the DAP Project Team in carrying-out its responsibilities:

A. PROJECT STEERING COMMITTEE

1. Composition

Chairman - Undersecretary for Planning, Policy and Project Management

Members: - Assistant Secretaries
- Bureau Directors and Heads of SCO and PAO
- Heads of Attached Agencies
- The Chairman, Working Committee

2. Functions

- a. Provide over-all direction to the project;
- b. Resolve issues which may arise and which may be critical to the directions that the project may take;
- c. Ensure active participation and cooperation of the Working Committee members, especially when such involvement is critical to the progress of the project;
- d. Provide the DAP Project Team with information required for the formulation of the Information Systems Plan.

B. WORKING COMMITTEE

1. Composition

Chairman - The Chief, Planning Service, PPSO

Members: - Department Service Chiefs
Assistant Directors of Staff Bureaus
Assistant Directors of SCO and PAO
Head Executive Assistant
One (1) Senior Officer each of the Attached Agencies (to be designated)
One (1) Regional Technical Director each from DENR Region 4 and NCR (to be designated)

2. Functions

- a. Provide the DAP Project Team with information required for the formulation of the Information Systems Plan;
- b. Coordinate the project activities being undertaken by the DAP Project Team and the DENR Services, Bureaus, and other offices;
- c. Monitor and report on the progress of the work to the Project Steering Committee.

C. **TECHNICAL SUPPORT GROUP**

1. Composition

Chairman - Ms. Anele Marie Villanueva, NAMRIA
Members: Mr. Jose Mari Bonto, OHEA
Mr. Emmanuel Miraflores, OHEA
Mr. Jose Esteban Leido, OHEA
Mr. Julius Castillo, OHEA
Ms. Socorro Arconado, MISD
Mr. Jorge Balan, Jr., MISD
Mr. Antonio Bautista, Jr., MISD
Mr. Hector Abas, MISD
Mr. Percival Madera, MISD

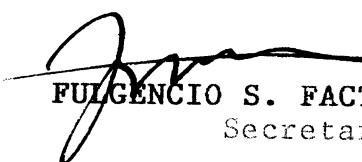
2. Functions

- a. Provide the DAP Project Team information required for the formulation of the Information Systems Plan;
- b. Provide secretariat support to the Project Steering Committee and the Working Committee;
- c. Provide staff support in the handling of the workshop/s at the DAPCC, Tagaytay City, if necessary; and
- d. Provide overall technical support to the project when necessary.

These committees shall remain active until the completion of the project at the end of September, 1989.

Since the final output of the project is to develop a 5-year information systems and computer hardware framework plan for the DENR, all units of DENR including its attached agencies are enjoined to actively participate in and lend support to this planning activity.

This order takes effect immediately.


FULGENCIO S. FACTORAN, JR.
Secretary