

AUG 1 8 1989

DENR SPECIAL ORDER NO. **730**Series of 1989

SUBJECT: <u>Author</u> Concer

Authorizing personnel of the Special Concerns Office to attend the 29th Training Module on Computer Literacy at the Computer Literacy Training Center, Palma Hall, U.P. Diliman, Quezon City.

In the interest of the service and in order to update the skills of our employees in the operation of computers, the following personnel of the Special Concerns Office are hereby authorized to attend the Complete Course in Database Programming of the 29th Training Module on Computer Application Softwares at the Computer Literacy Center, U.P. Diliman, Quezon City starting on August 19, 1989, 4:00-7:00 P.M.:

- 1. Mr. Rodolfo Ungson
- 2. Ms. Emily A. Taeza

Their attendance to the aforecited course shall be on official time.

The seminar fee of **P**3,500.00 per participant and reasonable transportation allowance shall be chargeable against the DENR funds, subject to the availability of funds and the usual accounting and auditing rules and regulations.

ROLANDÕ L. METIN Assistant Secretary for Management Services

RECOMMENDING APPROVAL:

MARIANO T. MACHACON

OIC, Assistant Director Officer-in-Charge Office of the Director Special Concerns Office