



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

JAN 23 1990

DENR SPECIAL ORDER
NO. 47
Series of 1990

SUBJECT : Authorizing some personnel of the
Planning Service to Attend the Computer
Training Courses at the Ateneo Computer
Technology Center.

1. In the interest of the service and in order to enhance the skills of our personnel in the use of Computers, the following staff of the Planning Service are hereby authorized to attend the Computer Courses, scheduled as follows:

A. LOTUS 123 Jan. 20-Feb. 17 SATs 1-5 P1,350 per participant

Name	Position	Division
1. Dinah Agati	Planning Officer II	Research & Statistics

B. INTRODUCTION TO BUSINESS GRAPHICS

Jan. 23-Feb. 22 TTh 6-9 P1,850 per participant

Name	Position	Division
Melba Guitanguijo	Statistician I	Research & Statistics

C. ADVANCED WORD PROCESSING

Jan 20-Feb 3 SATs 8-12 P1,300 per participant

Name	Position	Division
1. Eliseo Veloso	Data Entry Machine Operator IV	Management Information System
2. Inocensia Ucab	Data Controller III	- do -

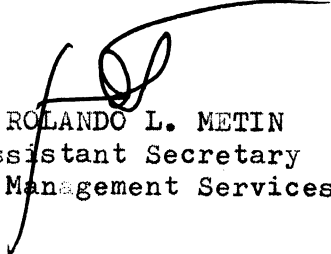
2. The above personnel shall be entitled to the training fee as indicated;

3. Their attendance to these courses shall be considered on official time;

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5. This order takes effect for the duration of the Course.



ROLANDO L. METIN
Assistant Secretary
for Management Services