



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

JAN 25 1990

SPECIAL ORDER  
No. 66  
Series of 1990

SUBJECT : Creation of the Regional Secretariat to assist the A.O. 504 Committee created under Presidential Administrative Order No. 504, series of 1986 as amended by Administrative Order No. 92, dated 22 September 1988 in the performance of its functions and duties.

Pursuant to Section 3 of DENR Circular No. 3 dated 03 November 1988 providing at the regional level a Secretariat to assist the A.O. 504 Committee created under Administrative Order No. 504, series of 1986 as amended by Administrative Order No. 92, dated 22 September 1988 in the performance of its duties, a **Regional Secretariat** is hereby created to be composed of the following :

1. Regional Executive Director - Chairman
2. Regional Technical Director, LMS - Member
3. Chairman, the Special Task Force - Member
4. Rep. of Indigenous Community Affairs  
Division, Special Concerns Office, DENR - Member

The Secretariat shall have the following specific duties:

1. To formulate procedures and systems to operationalize the guidelines contained in DENR Circular No.3;
2. To collate and evaluate all reports/findings on Townsite Sales Applications and submit their recommendations to the Committee;
3. To keep records on all activities of the Committee;
4. To forward all public land applications upon clearance by the A.O. 504 Committee to the CENRO, Baguio City for processing;
5. To prepare budgetary requirements, vouchers of expenditures of the Secretariat and submit reports thereof to the Committee;
6. To submit periodical report of its quarterly accomplishment and status report to the Committee;
7. To evaluate reports and recommendations of the Special Task Force on Ancestral land in Baguio City; and
8. To perform other duties which may be directed by the Committee.


The Regional Executive Director shall designate a Support Technical and Clerical Staff to assist the Secretariat in the conduct of its duties and responsibilities.

SO #166

JAN 25 1990

All expenses resulting from this Order are hereby authorized, subject to the usual accounting and auditing rules and regulations.

This order is issued in the interest of the public service and shall take effect immediately.

  
FULGENCIO S. FACTORAN, JR.  
Secretary