

December 16, 1991

DENR Special Order) No. <u>/23√</u> Series of 1991

SUBJECT :

Designating Atty. Edgar A. Sabarre as OIC, Chief, Administrative Division, DENR Region 8, Tacloban City

In the interest of the service and to provide a smooth and efficient flow of administrative work and service in the regional office, Administrative Officer III Atty. Edgar A. Sabarre is hereby designated Officer-in-Charge of the Administrative Division, DENR Region 8, in the meantime that no regular Administrative Officer is appointed to the position.

He shall discharge the duties and responsibilities the Chief, Administrative Division, in addition to his regular duties and responsibilities as Chief, General Services Section.

When acting and functioning as such, he shall sign as follows:

> ATTY. EDGAR A. SABARRE (Chief, General Services Section) OIC - Chief, Administrative Division

Order does not confer on him preferential for promotions and other renumerations attendant to his designation as OIC, Administrative Division, except representation and transportation allowances (RATA).

He shall inform in writing the Secretary thru the Regional Executive Director his reporting to duty as such for record purposes.

This Order takes effect immediately and shall remain in force until revoked in writing by subsequent order.

Diliman, Quezon City, Philippines.

For the Secretary:

VICTOR O. RAMOS Undersecretary for Field Operations

RECOMMENDING APPROVAL:

В. ROSKLIO Regional Execut