



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MAR 06 1991

DENR SPECIAL ORDER
No. 194
Series of 1991

SUBJECT: Creation of a Public Assistance and
Action Unit (PAAU) at the DENR Head
Office pursuant to Executive Order
No. 442

In line with the provisions of Executive Order No. 442 dated January 3, 1991, a Public Assistance and Action Office at the DENR Head Office is hereby created to be composed of the following representatives from the Offices/Services/Divisions of this Department:


<u>NAME/OFFICE</u>	<u>WORKDAY SCHEDULE</u>
PLANNING & POLICY STUDIES	
1. Ma. Teresa Enriquez	Mondays, Wednesdays & Fridays - A.M.
2. Juliana Aben	Tuesdays & Thursdays, -PM.
LEGAL AFFAIRS	
1. Loremilla Cabaluna	Mondays, Wednesdays & Fridays - P.M.
2. Manuel Ereno	Tuesdays & Thursdays, -PM.
SPECIAL CONCERNS OFFICE	
1. Eduardo Potenciano	Daily - Over-All Coordi- nator
2. William Ragos	Tuesdays & Thurs. - A.M.
HUMAN RESOURCES DEVELOPMENT SERVICE	
1. Herminia Ecleo	Mon. Wed. Fri. - A. M.
2. Erlinda Mendoza	Mon. Wed. Fri. - P. M.
3. Sofia Velacruz	Mon. Tues. Thurs. A. M.
FINANCIAL & Management Service	
1. Leila Villafuerte	Tues. Thurs. & Fri. - P.M.

<u>NAME/OFFICE</u>	<u>WORKDAY SCHEDULE</u>
FOREIGN ASSISTED & SPECIAL PROJECTS	
1. Quirino Arzadon	Mon. Wed. & Thurs. - P.M.
ADMINISTRATIVE SERVICE	
1. Reslyto Ensenado	Mon. Wed. & Fri. - A.M.
2. Francisco Abarquez	Daily
3. Ester Lacambacal	Daily
4. Rosario Anonuevo	Daily
5. Teresita Ramos	Daily
6. Artemio Obias	Daily

Personnel assigned thereat shall undertake an Orientation Program for DENR Action Officers to be scheduled by the DENR HRDS.

They shall hold Office at the ground floor lobby of the Department Proper and shall be binded by the provisions of the aforesaid Executive Order No. 442.

This Order is effective immediately and shall remain in force until revoke in writing.


ROLANDO L. METIN
Assistant Secretary For
Management Services