



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

DENR Special Order  
No. 764  
Series of 1991

SEP 02 1991

Subject : Authorizing some DENR Personnel to attend the Office Services Course to be held at the HRD Training Room on September 2 - 6, 1991.

In the interest of the service, and in line with the continuing effort of management in improving the efficiency and capability of its personnel, the following DENR personnel are hereby authorized to attend the 3rd batch of the 2nd series of the Office Services Course to be held at the HRD Training Room starting September 2-6, 1991 from 8:00 AM to 5:00 PM.

Resource Speakers

- |                           |                       |
|---------------------------|-----------------------|
| 1. Ligaya C. de Castro    | 5. Adeluisa G. Siapno |
| 2. Manuel Balangue        | 6. Aurora V. Pido     |
| 3. Francisco Abarquez     | 7. Maria V. Ricafort  |
| 4. Angelito V. Fontanilla | 8. Herminia O. Ecleo  |

Facilitators

1. Rosario D. Cheng/Yvonne B. Baldado
2. Jean Allado
3. Antonio Benitez

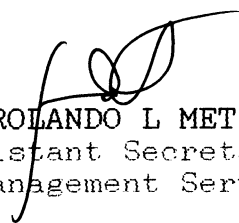
Participants

- |                        |   |                                   |
|------------------------|---|-----------------------------------|
| 1. Salvacion Aguinaldo | - | Head Executive Assistant's Office |
| 2. Corazon Robel       | - | Legal Services                    |
| 3. Flora Colorado      | - | - do -                            |
| 4. Luz Vernal          | - | - do -                            |
| 5. Erlinda Cantil      | - | - MISD                            |
| 6. Josefina Dacones    | - | Special Concerns Office           |
| 7. Cristina Tamayo     | - | Accounting Division               |
| 8. Marites Solis       | - | - do -                            |
| 9. Jean Sicutad        | - | NPCO                              |


10. Edith Santiago	-	SCT - SPIADP
11. Ireneo Perez	-	Research & Stat. Div.
12. Mignon Carlos	-	Protected Areas and Wildlife Bureau
13. Carmen Clutario	-	- do -
14. Letty Lorenzo	-	Forest Management Bureau
15. Virginia Taleon	-	- do -
16. Elenita Acuña	-	Mines & Geo-Sciences Bu.
17. Joffer Ballesteros	-	- do -
18. Rosario Lumbera	-	Environmental Mgt. Bureau
19. Chris Marie Alvia	-	- do -
20. Ester Elot	-	National Capital Region
21. Susan Lozada	-	- do -
22. Cynthia Carpio	-	- do -
23. May Mindoro	-	- do -
24. Ofelia Bueno	-	- do -
25. Encarmila Panganiban	-	- do -
26. Marites Canlas	-	- do -
27. Edward Mercado	-	- do -
28. Eufrocina Quejano	-	- do -
29. Evangeline Marcelino	-	NCR South CENRO
30. Marilou Peralta	-	NCR North CENRO
31. Edna Venas	-	NCR West CENRO
32. Lilia Alconera	-	- do -
33. Imelda Cacha	-	Region IV
34. Cristina Doble	-	- do -
35. Nida Dilan	-	- do -

Their attendance shall be on official time and they are required to submit a written report of their attendance and participation in the program to the head of their respective offices within fifteen days after completion of the training.

This Order takes effect immediately.

  
**ROLANDO L. METIN**  
 Assistant Secretary for  
 Management Services

Recommending Approval

  
**CRISTINA R. GATES**  
 Officer-In-Charge  
 Human Resources Development Services