



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

1 JAN 31 1992

DENR SPECIAL ORDER)
NO. 58 :
Series of 1992)

SUBJECT : Creation of a Transition Committee

In the interest of the service and in order to have a smooth transition to the next administration as embodied in the Agenda for Action approved at the Cabinet meeting of 28 August 1991, a Transition Committee is hereby created to perform the following functions:

1. Initiate and oversee specific activities that shall ensure the continuity of government programs and projects as well as facilitate the entry of the new Secretary.
2. Be responsible for the turn-over of status reports, briefing documents and provision of administrative and technical assistance to the new Secretary.
3. Undertake the following activities:
 - a. compilation of department programs, projects and accomplishments;
 - b. compilation of a listing of major policy issues and policies which would require immediate and preferential attention by the new secretary;
 - c. preparation of a folio containing organizational data, i.e., structure, profile of strengths, weaknesses and opportunities, profile of senior career officials as well as senior political or non-career officials, personnel profile (number, distribution, strengths and weaknesses), assets/resources (budget, equipment, etc.);
4. Identify the concerned offices, i.e., technical offices, planning service, within the department which shall be involved in the various activities enumerated above.

The Committee shall be composed as follows:

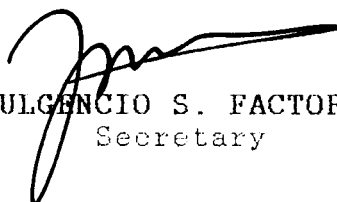
Asst. Secretary Rolando L. Metin	- Head
Director Cirilo B. Serna	- Member
Director Joel D. Muyco	- Member
Director Rodrigo Fuentes	- Member

The Head of the Transition Committee shall also be the Transition Coordinator who shall coordinate with the Presidential Management Staff which has been tasked to provide over-all coordination to the various concerns and activities relative to the transition.

It may call on any officer or employee and use any facility in order to carry out its functions.

The timetable for these activities will be from January to March 1992. It is expected that all outputs shall be completed and packaged by the end of May 1992.

This Order takes effect immediately.


FULGENCIO S. FACTORAN
Secretary

atg/cbr