

DEC 0 7 1993

SPECIAL ORDER NO. <u>1604</u> Series of 1993

Subject

AMENDING SPECIAL ORDER NO. 289 SERIES OF 1993 DATED 15 FEBRUARY RECONSTITUTING THE COMPOSITION OF INVENTORY AND DISPOSAL COMMITTEE, DEPARTMENT PROPER.

In the interest of the service and in order to facilitate the systematic and timely inventory and disposal of all waste materials (i.e. spare parts, equipment, supplies, furnitures, vehicles and others), the Inventory and Disposal Committee of the Department Proper is hereby reconstituted to be composed of the following:

Director, Administrative Service Chairperson

Chief, Management Division - Vice-Chairperson

Chief, General Services Division - Member

Chief, Accounting Division - Member

COA Representative - Member

DBM Representative - Member

Likewise, the Secretariat and Technical Staff is hereby reconstituted to be composed as follows:

Mr. Ernesto B. Jarabe - Head

Mr. Jose B. Ramos – Member

Mr. Mario B. R. Contreras, Jr. - Member

Mr. Bibiano Miranda - Member

All other provisions of the Special Order No. 289 series of 1993 remains the same.

This order takes effect immediately.

ANGEL C. ALCALA Secretary