



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

14 December 1993

DENR SPECIAL ORDER)
No. 1632 :
Series of 1993)

SUBJECT : Conversion of the Radio Communication Unit into a Regular Section under the General Services Division, and Designation of the Chief Thereof.

In the exigency of the service and considering the vital role of the Radio Communication Unit for an efficient and effective delivery of services in the DENR nation-wide, the same is hereby converted into a regular Section under the General Services Division, Administrative Service.

Mr. Carlito B. Buentipo, Communications Equipment Operator V, is hereby designated as Chief of the said Section and shall have the following duties and responsibilities:

1. Plans, monitors, directs and supervises the overall radio communications network staff, facilities and programs of the Department;
2. Provides directions, training and orientation to all radio communications staff of the DENR throughout the country covering Regional Offices, PENROs and CENROs communications network that are in close contact with top DENR officials;
3. Prepares network diagrams of the DENR radio communications network for registration with the National Telecommunications Commission, and other documents needed for the issuance of radio station licenses and their yearly renewal;
4. Supervises the installation and maintenance of radio equipment, broken-down into SSE radio stations, radio repeater stations, VHF radio stations and UHF radio stations distributed to all the Regional Offices and the Central Office of the Department;
5. Plans and maintains a schedule of contacts with DENR's radio stations throughout the country;
6. Determines strategic locations for the installation of radio equipment to obtain maximum clarity of radio signals;

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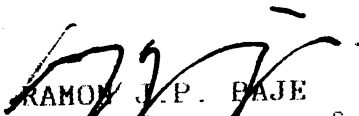
7. Executes the implementation of all radio laws, rules and regulations in the DENR communications network;
8. Extends technical advice for the procurement of DENR's radio equipment;
9. Represents the office in conferences, meetings and discussions with other government agencies/offices in connection with the DENR's communications network; and
10. Performs other duties that may arise from office transactions related to radio communications.

The Chief, Radio Communication Section, is hereby instructed to report directly to the Undersecretary for Field Operations pursuant to the mandate of DENR Special Order No. 715, Series of 1987.

This Order takes effect immediately.


ANGEL C. ALCALA
Secretary

Recommending Approval:


RAMON J.P. BAJE
Assistant Secretary for
Management Services