



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

March 05, 1993

DENR Special Order  
No. 334  
Series of 1993

**SUBJECT : Authorizing some DENR personnel to attend the training on "Computer Literacy" to be held at the MISD Training Room, 1:30-4:30 PM.**

In the interest of the service, the following personnel are hereby authorized to attend the training on "Computer Literacy", on March 08 to 26, 1993.

**INTRO TO MICRO (MS-DOS BASIC)  
MARCH 08 - 12, 1993**

- |                            |   |                              |
|----------------------------|---|------------------------------|
| 1. Marife R. Ruba          | - | Reforestation Division (FMB) |
| 2. Teresita Montaque       | - | Budget Division              |
| 3. Filipina V. Edralin     | - | Career Dev't. Div. (HRDS)    |
| 4. Norman Marius Macalalad | - | Accounting Division          |
| 5. Alner Tan               | - | General Services Division    |
| 6. Rosalinda Mempin        | - | Budget Division              |
| 7. Edna Guevarra           | - | Legal Service                |
| 8. Marietta Mirador        | - | Legal Service                |
| 9. Marcela Estorosos       | - | Special Concern Office       |
| 10. Julie Florentino       | - | PAO - Library                |

**LOTUS 123  
MARCH 15 - 19, 1993**


- |                       |   |                              |
|-----------------------|---|------------------------------|
| 1. Rizalina Astudillo | - | Budget Division              |
| 2. Leticia Llanera    | - | Accounting Division          |
| 3. Perpetua Manalili  | - | General Services Division    |
| 4. Cora Robel         | - | Legal Service                |
| 5. Jocelyn Montemayor | - | Special Concerns Office      |
| 6. Alvin Legaspi      | - | Records Division             |
| 7. Tito Abrera        | - | Management Division          |
| 8. Alicia Ambal       | - | Budget Division              |
| 9. Lilia Salaver      | - | Budget Division              |
| 10. Marife R. Ruba    | - | Reforestation Division (FMB) |

WORDPERFECT  
MARCH 22 - 26, 1993

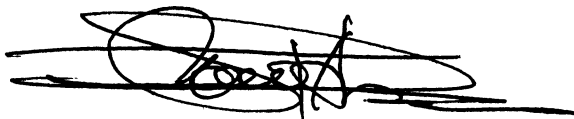
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|--------------------------|---|------------------------------|
| 1. Marife R. Ruba        | - | Reforestation Division (FMB) |
| 2. Belinda Deang         | - | Special Concerns Office      |
| 3. Renditor Guzman       | - | Legal Service                |
| 4. Teresita Amog         | - | General Services Division    |
| 5. Susan Mortos          | - | Accounting Division          |
| 6. Ma. Theresa Villaruel | - | Planning Service             |
| 7. Leila Villafuerte     | - | Management Division          |
| 8. Alvin Legaspi         | - | Records Division             |
| 9. Maribel Coloma        | - | Accounting Division          |
| 10. Lilian Yboa          | - | MISD                         |


Attendance shall be on the official time on date specified above.

This Order takes effect immediately.

  
CIRILO B. SERNA  
Assistant Secretary, PPSO

Recommending Approval:



 **ROMEO T. ACOSTA**  
Director, PPSO