



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

SPECIAL ORDER  
NO. 353  
Series of 1993

MAR 18 1993

**SUBJECT: Designating Forester MARLEA P. MUÑEZ as OIC, Program Coordinator of the Community Forestry Program National Secretariat.**

In the interest of the public service and in order to provide overall direction, administration and implementation of the Community Forestry Program (CFP), Forester Marlea P. Muñoz is hereby designated as OIC, Program Coordinator of the CFP National Secretariat. As such, she shall be tasked with the following:

1. Manage the day- to - day operations of the CFP National Secretariat;
2. Coordinate the planning, implementation, monitoring and evaluation of CFP field activities in collaboration with NPCO, DENR Regional Offices, PENROs, CENROs and Project Management Officers;
3. Develop, formulate and recommend policies, plans, guidelines and procedures related to CFP implementation;
4. Initiate CFP's institutional linkages with other government agencies and Non- Government Organizations (NGOs);
5. Review and recommend project annual plan and budget, hiring of project staff and budget allocation per project site;
6. Coordinate Technical Assistance inputs to the project; and
7. Submit CFP periodic reports to the Undersecretary for Field Operations.

Forester Muñoz shall report directly to the Undersecretary for Field Operations.

This Order takes effect immediately and supersedes other Orders inconsistent herewith.

  
RICARDO M. UMALI  
Senior Undersecretary