



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

DENR SPECIAL ORDER
NO. 468
Series of 1993

APR 15 1993

SUBJECT : CREATING THE CORD-REGION 10 SECRETARIAT,
DESIGNATING KEY STAFF THEREOF

In the interest of the service and to assist the DENR Secretary in his capacity as Region 10's Cabinet Officer for Regional Development (CORD) for the effective monitoring and well-coordinated implementation of CORD-related activities pursuant to Administrative Order No. 55, Series of 1988, as amended by Presidential Administrative Order No. 95 issued 10 October 1988, the CORD-Region 10 Secretariat is hereby organized.

The aforementioned Secretariat shall be composed of the following personnel :

Regular Technical and Administrative Secretariat

Eduardo Potenciano	-	SPEAD - SCO
William T. Ragos	-	SPEAD - SCO
Cesar Almonte	-	SPEAD - SCO
Ernestina Jose	-	SPEAD - SCO
Mary Noah Manarang	-	HEA'S OFFICE
Emelita Aguinaldo	-	ERO

Support Administrative Secretariat (On Call)

Consuelo T. Duano	-	SPEAD - SCO
Felicitas C. Arevalo	-	SPEAD - SCO
Amante Peralta	-	SPEAD - SCO
Ma. Petronila A. Arugay	-	OSEC

In addition to their regular duties and functions, the foregoing employees shall provide technical and administrative support/secretariat to the CORD-Region 10 and his designated Assistant. Specifically, they shall assume the following tasks :

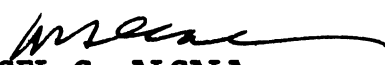
1. Perform monitoring and oversight functions in all activities relative to CORD matters;

2. Coordinate with the national and regional offices of other Departments/Line Agencies of the government and Regional Development Councils (RDC's) concerned with the monitoring and implementation of CORD-related activities, programs, and projects;
3. Draft CORD-related letters, memoranda, briefs, and other communication for the CORD and the CORD Assistant;
4. Serve as efficient feedback and/or recommendatory mechanism for the CORD and the CORD Assistant on CORD-related issues and proposals;
5. Assist in the coordination and preparation of activities incidental to the CORD/CORD Assistant's visit to the region; and,
6. Perform such other duties and responsibilities as may be assigned by the CORD and the CORD Assistant.

The CORD Assistant shall exercise general supervision over the Secretariat in the performance of its functions.

The members of the Secretariat shall be entitled to claim payment for transportation /travelling expenses and such as other allowable expenses that may be incurred while on official travel for CORD-related tasks/assignments as may be deemed necessary by the CORD and the CORD Assistant. These expenses shall be charged against any funds/savings of the Department, subject to the usual accounting and auditing procedures.

This order shall take effect immediately and shall remain in force until revoked.


ANGEL C. ALCALA
Secretary
CORD-Region X

noah-1/jsa