



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

SPECIAL ORDER  
No. **498**  
SERIES OF 1993

APR 27 1993

SUBJECT : **CREATION OF CENTRAL AND REGIONAL  
TECHNICAL COMMITTEES TO INSTITUTE THE  
DENR PROVINCIAL FINANCIAL MANAGEMENT  
SYSTEM**

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In the interest of the service and to develop the financial management capability of the Department of Environment and Natural Resources (DENR), technical committees in the *central office* and the *regional offices* of *Regions 2, 4, 10, and 11* shall be created. These Committees shall be tasked to institute systems and procedures for the use of DENR's provincial offices in the management of funds, accounting, and budgeting.

The Regional Executive Directors of the abovementioned regional offices shall organize their respective Regional Technical Committees which shall be chaired by the Regional Chiefs of Financial Services. The members of the Committees include the Chiefs of the Accounting and Budget Sections and two (2) selected PENRO accountants. The Committee may also designate a Secretariat to provide the necessary staff support.

The Regional Technical Committees shall have the following functions:

1. In collaboration with consultants from the Natural Resources Management Program (NRMP), review policy and management resolutions drawn up through workshops and consultations for the improvement of the provincial financial management system and shall endorse same for consideration of the Central Technical Committee created hereto;
2. Review the draft Provincial Financial Management System (*PFMS*) Manual for the DENR and Financial Management System Manual for non-governmental organizations (*NGO-FMS*) involved in forestry projects;
3. Coordinate and work closely with regional level offices of the Commission on Audit (COA), Department of Budget and Management (DBM) and other concerned agencies in evolving the aforementioned *PFMS* and *NGO-FMS Manuals* as well as on other financial management matters;

4. Gather any feedback on the systems and procedures proposed under the draft *Manuals* and submit same for consideration of the Central Technical Committee with the endview of continually updating said *Manuals*; and,
5. Implement the necessary reforms to carry out the provincial financial management systems and procedures effectively and efficiently.

The Central Technical Committee shall be chaired by the Service Chief of the Financial Management Services and shall include in its membership the Chiefs of Budget, Accounting and Management Divisions. A Secretariat composed of personnel from the Committee's component offices/units shall also be organized to give the needed staff support.

Specifically, the Central Technical Committee shall undertake the following:

1. In collaboration with concerned NRMP consultants, review the policy and management resolutions submitted by the Regional Technical Committees for appropriate recommendations to the Assistant Secretary (ASec) for Management Services;
2. Review, finalize and regularly update the draft *PFMS* and *NGO-FMS Manuals* which are drawn up through consultations with the Regional Technical Committees and submit appropriate recommendations to the ASec for Management Services;
3. Initiate consultations with the Regional Technical Committees to gather feedback on the provisions of the *PFMS* and *NGO-FMS Manuals* emanating from the field and incorporate same for consideration of the ASec for Management Services;
4. Coordinate with COA, DBM and other concerned agencies on financial management matters; and,
5. Perform such other tasks as may be necessary in institutionalizing efficient financial management systems and procedures in the DENR.

As a transitory measure, the systems and procedures provided under the *Manuals* shall be pilot-tested in regions 2, 4, 10 and 11 where previous consultative workshops were already held. Once the Department has formally adopted the systems and procedures provided therewith, the *Manuals* may be adopted by the remaining regions.

This Order shall take effect immediately and shall remain in force until revoked or amended.

  
ANGEL C. ALCALA  
Secretary