



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

SPECIAL ORDER NO. **64**
Series of 1992

JAN 22 1993

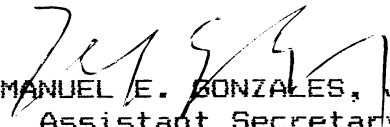
SUBJECT: Authorizing the attendance of records officers of the Legal Service to the seminar on Records Management Systems & Procedures, Record Disposal System and Management Information System thru Effective Record Keeping.

In the interest of the service and to provide continuing education to the records officers of the Legal Service of DENR, the following are hereby authorized to attend the seminar offered by the Legal Studies Institute of the Philippines, on "Records Management Systems & Procedures, Record Disposal System and Management Information System thru Effective Record Keeping," on January 23, 1993 (Saturday), at the Legend Hotel, Mandaluyong, Metro Manila:

1. Bernan P. Quipones
2. Susan A. Floresta
3. Myrna C. Balatayo
4. Marita N. Marquez

The participants shall be each entitled to Seven Hundred Pesos (P700.00) as registration fee chargeable to Department funds, subject to usual accounting and auditing procedures.

This order shall take effect immediately.


MANUEL E. GONZALES, JR.
Assistant Secretary
for Management Services