

May 13, 1993

SPECIAL ORDER NO. 722 Series of 1993

> SUBJECT: CREATION OF A STATISTICAL UNIT WITH FULL TIME STAFF WITHIN THE ENVIRON-

> > MENTAL MANAGEMENT BUREAU

In the interest of the service and in order for the Environmental Management Bureau to carry-out effectively and efficiently the mandates under Department Administrative Order No. 133, Series of 1989 (Prescribing Standard DENR Statistical Reporting System, a Statistical Unit is hereby created within the said Bureau, composed of the following personnel:

Concepcion C. Ocampo - Unit Head
Vilma Elpa - Staff
German Capulong - Staff
Gladys Boquiren - Staff 1. Concepc. 2. Vilma Elpa 3. German Capulong 4. Gladys Boquiren

5. Charles Foronda

The Unit shall directly report to the Assistant Bureau Director and shall perform the following tasks:

- Coordinate and monitor statistical activities of the field offices;
- Generate, review, process and analyze statistical reports from the field offices and integrate said reports for submission to the Office of the Secretary, attention: the Planning Service;
- Develop, operationalize and maintain the Bureau's statistical data base; and,

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4. Coordinate with the appropriate agencies and institutions regarding the Bureau's statistical activities.

This Order shall take effect immediately and shall remain enforced until revoked and/or amended in writing.

Recommending Approval:

BEN S. MALAYANG

Undersecretary

Environment and Research

Anvironmental Management Bureau