



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

AUG 16 1994

DENR Special Order)
No. 1047
Series of 1994

SUBJECT: Authorizing some DENR Personnel to Attend the Training on Correspondence and Report Writing on August 15-22, 1994

In the interest of the service and to enhance the capability of DENR personnel performing Correspondence and Report Writing functions and to upgrade the quality of their performance as government communicators, the following personnel are hereby authorized to attend the above training at HRDS Training Center, Visayas Avenue, Quezon City on the dates indicated.

NAME	POSITION	OFFICE
1. Marlene C. Arzaga	PMO II	PSD
2. Imelda F. Matubis	PMO I	PSD
3. Imelda Mendoza	PEO III	NRDC
4. Corazon Jimenez	PEO III	NRDC
5. Luminada C. Rotol	PO II	PPD
6. Normita S. Ballon	PO II	PPD
7. Susan Castilla	PEO I	FASPO
8. Alma Pelobello	PEO II	FASPO
9. Jeslina Gorospe	PEO III	FASPO
10. Reynaldo Molina	PEO II	FASPO
11. Magdaleno Galapon, Jr.	PEO I	FASPO
12. Herminilda S. Baldemor	Computer Optr	NCR
13. Fe Fuentes	EMS I	PAWB
14. Alba Soriano	PO I	PAWB
15. Jory Biron	Records Officer I	RD
16. Rosario Diwa	Clerk III	RD
17. Andres Lansigan	Engr. II	MGB
18. Marcial Mateo	Engr. II	MGB
19. Remy Mamon	SRS III	EMB
20. Edna Barlis	Stat. II	EMB
21. Guillerma Alconis	Cashier IV	GSD
22. Ernesto Jarabe	AO IV	GSD
23. Roy Gulane	PMO III	SCO
24. Editha R. Paga	Clerk II	SCO
25. Myrna Naco	Forester II	SCO
26. Elsa Fuentes	Spl. Inves. II	SCO

27. Mervilla Tuballa	PEO I	R-4
28. Remedios Liberato	PO I	R-4
29. Evelyn Reyes	Executive Asst. II	Field Operations
30. Joel Baun	Stenographer	Field Operations
31. Romeo Mendizabal	PEO II	CARP
32. Ma. Lourdes Rosita Galima	Info. I	NFDO
33. Eflida V. Romero	PEO I	NFDO
34. Candida Bautista	OIC, Training Unit	NTC
35. Rocelyn Ayson	Librarian	NTC

TRAINING STAFF

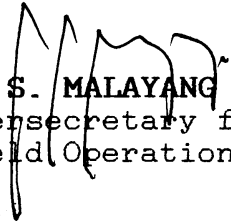
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|------------------------|---|-----------------------|
| 1. Pedro G. Pangilinan | - | Over-all Coordinator |
| 2. Adeluisa G. Siapno | - | Assistant Coordinator |
| 3. Sonia C. Escasura | - | Facilitator |
| 4. Maria Bongco | - | Facilitator |
| 5. Jean Allado | - | Training Assistant |

Attendance shall be on official time and they shall submit a report within 30 days after the training.

Funds for this purpose shall be chargeable against the HRDS-MTSD Allotment subject to the usual accounting and auditing rules and regulations.

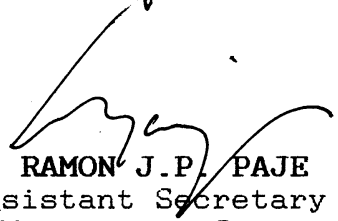
This Order takes effect immediately.

APPROVED:


BEN S. MALAYANG III
 Underscretary for
 Field Operations

RECOMMENDING APPROVAL:


PEDRO G. PANGILINAN
 Acting, Director, HRDS


RAMON J.P. PAJE
 Assistant Secretary for
 Management Services