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SPECIAL ORDER No. 97 - 10 17 ISEP 0 1 1997

SUBJECT

AMENDING SPECIAL ORDER NO. 96-1188 DATED 29 NOVEMBER 1996

In the interest of the service and in view of the recent personnel movement in the Personnel Division, the above-mentioned Special Order is hereby amended to read as follows:

HRMA Ildefonso C. Sembrano and HRMA Maritess H. Ragos shall be designated as the principal and alternate DENR Liaison Officers, respectively vice HRMO II Cynthia Austria for the following government offices:

- GSIS, Quezon City and Pasay City;
- 2. LandBank Offices;
- 3. PNB;
- 4. Pag-Ibig;
- 5. DBM; and
- 6. Other offices which needs liaisoning transactions.

The above-named employees of the Personnel Division, Administrative Service shall coordinate with the said offices on matters pertaining to personnel transactions, follow up of official documents, and submit a weekly status report on the said activities.

As such, they shall be authorized to claim reasonable transportation and incidental expenses incurred while performing their official functions and duties outside their workplace of assignment, subject to the usual accounting and auditing rules and regulations and availability of funds.

This Order shall take effect immediately and revoke other Orders/Memoranda inconsistent herewith.

Assistant Secretary for Management and International Environmental Affairs