



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

NOV 06 1997

SPECIAL ORDER

No. 97- 1294

SUBJECT: CREATION OF A DENR INVENTORY TEAM  
FOR THE DISPOSITION OF DEVELOPMENT  
COORDINATING COUNCIL FOR LEYTE AND  
SAMAR (DCCLS) OFFICE EQUIPMENT,  
FURNITURES AND FIXTURES

In the interest of the service and in connection with the letter-request dated October 15, 1997 of Executive Director Artemio S. Rodriguez of the Development Coordinating Council for Leyte and Samar (DCCLS), a DENR Inventory Team for the disposition of DCCLS Office Equipment, Furnitures and Fixtures is hereby created, to be composed of the following:

1. CELSO L. BAUTISTA - Team Leader
2. BIBIANO MIRANDA - Member
3. ALAN FERMIL - Member
4. DENR-COA - Representative
5. DCCLS - Representative

The Team shall conduct the physical inventory of said equipment duly witnessed by the COA representative, and conduct proper valuation of the same. They shall coordinate with the Executive Director of the DCCLS, and shall submit a report a week after the completion of their assigned task.

All expenses to be incurred in this activity shall be charged against DENR funds, subject to usual accounting and auditing rules and regulations.

This Order shall take effect immediately.

  
RAMON J. PAJE

Assistant Secretary for Management and  
International Environmental Affairs