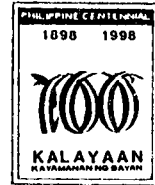




Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43



DENR SPECIAL ORDER
NO. 97-1464

DEC 18 1997

**SUBJECT: AUTHORIZING THE HOLDING OF THE 1998
REPROGRAMMING WORKSHOP AT THE HRDS
TRAINING CENTER, VISAYAS AVENUE DILIMAN,
QUEZON CITY ON JANUARY 7 - 12, 1998**

In the interest of the service and to ensure the timely submission of the DENR Work and Financial Plans (WFPs) and Agency Budget Matrix (ABM) for CY 1998, the holding of the 1998 Reprogramming workshop at the HRDS Training Center, Visayas Avenue, Diliman, Quezon City on January 7 - 12, 1998 is hereby authorized.

Authorized to attend and participate in this workshop are as follows:

A. Resource Persons:

1. The Secretary
2. All Undersecretaries (USECs)
3. All Assistant Secretaries (ASECs)
4. All Regional Executive Directors
5. All Directors - Staff Bureaus, MGB, PAO and SCO
6. All MGB Regional Directors
7. All Regional Technical Directors
8. All Service Directors
9. All Program/Project Directors
10. Head Executive Assistant
11. Head, Community-Based Forestry Management Office (CBFMO)
12. Executive Director, Presidential Task Force on Water Resources Development and Management

B. Participants:

1. **Central Office**
 - 1.1 Budget Officers (30)
 - 1.2 Planning Officers (19)
 - 1.3 FASPO Technical Staff
 - 1.4 Budget Officer/Planning Officer of all on-going and new Foreign-Assisted Projects

Grow a Tree for Legacy

2. Bureaus

- 2.1 Admin-Finance Officers (5)
- 2.2 Budget Officers (10)
- 2.3 Planning Officers (10)
- 2.4 Computer Operators (5)
- 2.5 MGB Chief Planning Officer
- 2.6 MGB Chief Finance and Budget Officers

3. Regional Offices (including MGB ROs)

- 3.1 Finance Officers (15)
- 3.2 Budget Officers (45)
- 3.3 Planning Officers (60)
- 3.4 Computer Operators (30)
- 3.5 MGB Planning/Budget Officers

4. Secretariat

- 4.1 Personnel from Budget Division
- 4.2 Personnel from Planning Division
- 4.3 Computer Operators
- 4.4 Drivers/Assistants

All participants are required to pay a registration fee of P8,000.00 for the six (6) day duration of the workshop to cover the necessary expenses for food, accommodation, and supplies and materials. They are also entitled to claim reasonable transportation expenses and other incidental expenses chargeable against the funds of their respective offices, subject to the usual accounting and auditing rules and regulations.

Checks to cover the registration fee shall be issued payable to the DENR Central Office to be acknowledged by official receipts (ORs).

This Order shall take effect until the duration of the workshop.



VICTOR O. RAMOS
Secretary