

Republic of the Philippines **Department of Environment and Natural Resources**

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IAPR 0 8 1997

DENR Special Order No. 97-__422___

SUBJECT

Authorizing Ms. Rosario O. Diwa and Ms. Jocelyn de Layola of the Records Management and Documents Division (RMDD) to attend the Seminar-Workshop "Starting on Archives" on April 20-24, 1997.

In the interest of the service and in order to promote more efficiency in records and archives management of the DENR vital documents, Ms. Rosario O. Diwa and Ms. Jocelyn B. De Layola are hereby authorized to attend the above-mentioned seminar-workshop from April 20 to April 24, 1997 at Star Plaza Hotel, Dagupan City.

Their attendance shall be on official time. Their transportation expenses and per diem and P3,000.00 registration fee each shall be chargeable against the appropriation of the Administrative Service, subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the dates herein stated.

Assistant Secretary for Programs and International Environmental Affairs