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Department of Environment and Natural Resources
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JUN 11 1997

DENR SPECIAL ORDER
NO. 97- 666

**SUBJECT: IN-HOUSE COMPUTER LITERACY ENHANCEMENT
WORKSHOP FOR MIEA STAFF**

In the interest of the service and to improve institutional efficiency and effectiveness in the generation, processing and transmission of information that requires proficiency in the fundamentals and more advanced application of computer technology, the staff of the Management and International Environmental Affairs will conduct above activity in **four (4) consecutive Monday sessions effective 9 June 1997 at the Management Conference Room**. Improved performance will complement the computerization program of the Department.

Expenses incurred in the conduct of this workshop are chargeable against the MIEA funds, subject to the usual accounting and auditing rules and regulations.

This **ORDER** will take effect immediately.



RAMON J.P. BAJE
Assistant Secretary for Management and
International Environmental Affairs