PHILIPPINE CENTENNIAL
1898 1998
KALAYAAN

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SPECIAL ORDER
No. __97- 766__

SUBJECT: AUTHORIZING THE ATTENDANCE OF SOME FASPO
PERSONNEL IN THE INFORMATION TECHNOLOGY
(IT) TRAINING

In the interest of the service and in order to upgrade the technical capability of the FASPO staff, the following personnel are hereby authorized to participate in the IT training to be held at the National Computer Center, Diliman, Quezon City.

PC Maintainance and Trouble Shooting

Efren Madriaga	PCMT 97-01	July 7-25, 1997
Joselito Castilla	PCMT 97-02	Sept. 1-19, 1997
Arturo Romulo Samaniego	PCMT 97-02	-do-
Alma Pelobello	PCMT 97-02	-do-

Microsoft Word

Ricardo Domingo	OS-MSW 97-03	July 21-Aug. 1, 1997
Jesus Cariño	OS-MSW 97-04	Oct. 20-30, 1997
Wilhelmina Diez	OS-MSW 97-04	-do-
Nelia Quesada	OS-MSW 97-04	-do-

Microsoft PowerPoint

Eddie Abugan ,Jr.	OS-PPT 97-03	Aug. 18-29, 1997
Susan Castilla	OS-PPT 97-03	-do-

Microsoft Excel

Lilihua V. Garcia	OS-EXL 97-03	Aug. 18-Sept. 1,1997
Mercy L. Reyes	OS-EXL 97-03	-do-
Noli Revister	OS-EXL 97-03	-do-
Heidi Lato	OS-EXL 97-03	-do-

Introduction to Microcomputers - Disk Operating System and Microsoft Windows

Emerita Linda D. Javillonar	OS-ITM 97-04	Sept. 22-26,1997
Josephine Q. Natividad	OS-ITM 97-04	-do-

Cobol Programming

Corazon Checa	CBL 97-01	Sept. 1-Oct. 3, 1997

Microsoft Office Project Management

Juanita S. Nacino	PM 97-01	August 4-15,1997
Prudencio Calado III	PM 97-01	-do-
Ofelia Mendoza	PM 97-01	-do-
Isabel Salas	PM 97-01	-do-

The registration fee shall be charged to FASPO funds.

The above personnel are entitled to claim reasonable transportation/travelling expenses incidental thereto, chargeable against the funds of their respective offices subject to the usual accounting and auditing rules and regulations.

DELFIN J. GANAPIN, JR.
Undersecretary for Environment and
Programs Development