



Republic of the Philippines
Department of Environment and Natural Resources
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FEB 16 1999

DENR Special Order
No. 99 - 153

SUBJECT: Authorizing Mrs. Cresencia I. Olivar, Records Officer IV, of the Records Management and Documents Division (RMDD) to attend the Seminar-Workshop Series on "Starting an Archives" at the Harbor View Hotel, Cebu City on March 1-4, 1999

In the interest of service and in order to promote more efficiency in records and archives management of the DENR vital documents, Mrs. Cresencia I. Olivar, Records Officer IV, is hereby authorized to attend the above-mentioned seminar-workshop on March 1-4, 1999 at Harbor View Hotel, Cebu City.

Her attendance shall be on official time. Her transportation expenses and P 3,500.00 registration fee shall be chargeable against the appropriation of the Records Management and Documents Division, subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the dates herein stated.

ADRIANO B. NAVA, JR.

Assistant Secretary for Management Services