



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES
ENR - SECTOR ADJUSTMENT LOAN PROGRAM

#105811

MAR 09 1999

DENR SPECIAL ORDER
NO. 99- 231

SUBJECT : **Authorizing the attendance of Ms. MERCEDITHA F. MEDINA of the ENR-SECAL Program to the Seminar-Conference of the GOVERNMENT ASSOCIATION OF ADMINISTRATIVE OFFICERS, INC.(GAAO) from March 16 to 18, 1999 at Cebu Plaza Hotel, Cebu City.**

In the interest of the service and in order to provide continuing training and upgrading of managerial skills in the performance of Administrative/Supply Management functions, the personnel of the ENR-SECAL Program/CBFMO, **MERCEDITHA F. MEDINA** is hereby authorized to attend the live-out Seminar-Conference of the Government Association of Administrative Officers, Inc. (GAAO) from March 16 - 18, 1999.

The above-named personnel is authorized to a seminar fee of Two Thousand Seven Hundred Pesos (P 2,700.00) and traveling expenses, chargeable against ENR-SECAL funds, subject to the usual accounting and auditing rules and regulations.

Likewise, she is required to submit a report after the seminar.

This Order takes effect on the dates herein specified.


ADRIANO B. NAVA, Jr.
Assistant Secretary for
Management Services

RECOMMENDING APPROVAL:



ROMEO T. ACOSTA
Program Director, ENR-SECAL
and Head CBFMO