



Republic of the Philippines
Department of Environment and Natural Resources
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JUL 28 1999

SPECIAL ORDER

No. 99-850
Series of 1999

SUBJECT : **AUTHORIZING THE CONDUCT OF A FOUR-DAY WORKSHOP ON THE PREPARATION OF PROJECT COMPLETION REPORT OF THE LOW-INCOME UPLAND COMMUNITIES PROJECT**

In the interest of the service and in view of the anticipated project completion of the ADB-Loan No. 999-PHI (SF): Low-Income Upland Communities Project (LIUCP), the Project is hereby authorized to conduct a four-day ***Workshop on the Preparation of Project Completion Report***.

The workshop which will be held on July 28 – 31, 1999 at Puerto Galera, Oriental Mindoro shall have the following objectives:

- a) To discuss and agree on the PCR design for the LIUCP;
- b) To constitute the technical working group (TWG) and identify the tasks, duties and responsibilities in relation to the PCR; and
- c) To formulate a PCR work plan specifying the activities, timeframe and unit/office responsible for the completion of the report;

The participants to the workshop shall be the following:

DENR CENTRAL OFFICE/REGIONAL OFFICE

1. (2) Service Directors - FASPO
2. (5) FASPO Division Chiefs or representatives
3. Regional Office representative

PROJECT COORDINATING OFFICE

- | | | | |
|----|---------------------|---|-------------------------|
| 4. | Nicanor F. Sapla | - | Project Director |
| 5. | Robert C. Kagaoan | - | Ass't. Project Director |
| 6. | Josefina R. Tacmo | - | Technical Staff |
| 7. | Benhur V. Malana | - | Administrative Officer |
| 8. | Marivic B. Bernaldo | - | Finance Officer |

PROVINCIAL PROJECT MGT. OFFICES

9. (2) Project Manager
10. (2) Assistant Project Manager
11. (2) Planning Unit Head
12. (2) Administrative Officer
13. (2) Engineering/Infrastructure Head
14. (2) PBME Coordinator

15. (2) Provincial Planning and Development Officers
16. (2) Provincial Engineers
17. (2) Environment and Natural Resources Officers
18. (2) Provincial Accountants
19. (2) Provincial General Services Officers
20. (2) Provincial Environment and Natural Resources Officers
21. (2) PENRO Technical Staff

RESOURCE PERSONS

22. Asian Development Bank (ADB) representative
23. Forestry Sector Program-NFDO representative
24. FASPO Representative

SUPPORT STAFF

25. (2) Drivers
26. (3) Secretariat

All expenses incurred during the workshop shall be charged against LIUCP funds subject to the usual accounting and auditing rules and regulations. Travelling expenses shall be charged to the respective participant's offices.

This Order shall take effect on the duration and purpose herein specified.


ANTONIO H. CERILLES
Secretary