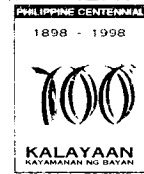




Republic of the Philippines
Department of Environment and Natural Resources
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AUG 04 1999

DENR SPECIAL ORDER
No. 99 - 877

SUBJECT : CREATION OF A COMMITTEE TO VALIDATE THE INVENTORY REPORTS SUBMITTED BY THE DENR REGIONAL OFFICES AND PROJECT MANAGERS/DIRECTORS.

Consistent with the COA Annual Audit Report for Calendar Year 1998 there are still unaccounted and unbooked properties in some foreign and locally funded projects, a Committee to validate the inventory report submitted by the DENR Regional Offices and Project Managers/Directors is hereby created, composed of the following personnel:

- | | | | |
|----|---------------------------------|---|--------------------------|
| 1. | Ernesto B. Jarabe | - | (HRDS) Chairperson |
| 2. | Andrea A. Ramos | - | (Accounting Div.) Member |
| 3. | Cristina H. Reyes | - | (GSD) Member |
| 4. | Alexius M. Caayao | - | (HRDS) Member |
| 5. | COA Representative | - | Member |
| 6. | Representative from the Project | - | Member |

The team shall have the following tasks:

1. Receive inventory reports submitted by the DENR Regional Offices and Project Managers/Director;
2. Classify the inventory report according to source of funds / project activity;
3. Reconcile the inventory reports with the Journal Vouchers per object of expenditures;
4. Finalize and submit the inventory report in accordance with the accounting and auditing procedures for inventory taking.

All expenses to be incurred in the performance of their functions shall be charged against DENR funds, subject to the usual accounting and auditing rules.

This Order takes effect immediately.


ADRIANO B. NAVA, JR.