

Republic of the Philippines Department of Environment and Natural Resources

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SPECIAL ORDER No. 99-<u>915</u>

AUG 1 2 1999

SUBJECT

AUTHORIZING ENGR. GILBERT C. MONDROY TO ASSIST IN THE INVENTORY OF ENR-SECAL RADIO COMMUNICATION EQUIPMENT FOR CY 1999

In the interest of the service and to facilitate the prompt submission of Inventory Reports for ENR-SECAL Radio Communication Equipment, Engr. Gilbert C. Mondroy is hereby authorized to assist in the conduct of inventory of ENR-SECAL Radio Communication Equipment in various DENR Regional Offices.

As such, Engr. Mondroy shall coordinate with the officials and staff of the ENR-SECAL office based at the Central Office prior to their conduct of physical inventory and shall render report with findings and recommendations to the undersigned through the Project Director of ENR-SECAL within ten (10) days upon completion of his travel.

Likewise, he is authorized to claim reasonable travelling expenses chargeable against ENR-SECAL funds subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the duration and purpose specified herein.

ADRIANO B. NAVA, JR.

Assistant Secretary for Administrative Services