



Republic of the Philippines  
Department of Environment and Natural Resources  
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MAY 03 2000

**SPECIAL ORDER**  
No. 2000- 437

**SUBJECT : AUTHORIZING THE CONDUCT OF THE WORKSHOP TO UPDATE THE DENR MERIT PROMOTION PLAN AND AN ORIENTATION LECTURE ON THE REVISED PERFORMANCE EVALUATION SHEET TO BE HELD AT THE ENR-SECAL TRAINING CENTER AT SAN FERNANDO CITY, LA UNION FROM MAY 22 – 26, 2000.**

In the interest of the service and in order to update the DENR Merit Promotion Plan (MPP) to become more responsive to the recent changes and development and to orient appropriate DENR personnel on the new CSC Performance Evaluation System (PES) policies the conduct of the Workshop to update the DENR-MPP and the Orientation on the Revised Performance Evaluation System is hereby authorized to be held at the ENR-SECAL Training Center at Barangay Sevilla, San Fernando City, La Union from May 22 – 26, 2000, with the following as participants:

1. ASEC Adriano B. Nava, Jr. – Asst. Sec. for Management Services
2. Dir. Edward C. Larubis - Administrative Services
3. Dir. Adeluisa G. Siapno, Ph. D. – Human Resource Management Service
4. Mr. Ernesto B. Jarabe - Human Resource Management Service
5. Ms. Amelia Magno – Personnel Division
6. Representative/s from Administrative Services Office
7. Dr. Ric Enriquez – Office of the ASEC for Management Services
8. Mr. Rolando Castro – Personnel Division
9. Ms. Corita Bartolo – Personnel Division
10. Ms. Cristina Abaya – Personnel Division
11. One representative from Planning and Policy Studies Office
12. Assistant Regional Executive Directors (AREDs) for Administrative Services – Regions 1 – 13, NCR and CAR
13. Administrative Division – Regions 1 – 13, NCR and CAR
14. Personnel Officers – Regions 1 – 13, NCR and CAR

The Civil Service Commission (CSC) representative/s shall act as the Resource Person/s during the activity.

The Training Staff for the activity shall be the following personnel from the Management Development Division, Human Resource Management Service and Personnel Division:

1. For. Nelson V. Gorospe - Coordinator
2. Ms. Herminia O. Ecleo – Facilitator
3. Mr. Alexius M. Caayao – Documentor
4. Mr. Joseph Esperanza – Training Assistant
5. Mr. Michael Matira – Training Assistant
6. One (1) driver from GSD
7. One (1) Regional Staff

The attendance of the above-mentioned personnel to the Workshop shall be on official time.

The participants are entitled to claim the amount of Five Thousand Two Hundred Pesos (₱ 5,200.00) from their respective offices, except for the participants from the Personnel Division, Central Office, who shall charge their expenses related their participation against the National Forestation Development Service (NFDO) funds, all payable to the DENR Cashier, to defray all training-related expenses including travelling expenses and food and accommodation of training staff and resource persons.

Travelling and other incidental expenses shall, likewise, be borne by their respective offices subject to the usual accounting and auditing rules and regulations.

This Order takes effect for the duration of the Workshop.



**ANTONIO H. CERILLES**  
Secretary