



Republic of the Philippines  
Department of Environment and Natural Resources  
Mt. Makiling Reserve Area and Laguna de Bay Commission  
NFDO Bldg., DENR Compound Visayas Ave., Diliman, Quezon City  
Tel. Nos. 929-66-26 to 29, 929-66 32 to 35  
929-70-41 to 43 Local 2111



**DENR SPECIAL ORDER**  
No. 2000 - 715

**JUL 14 2000**

**SUBJECT: AUTHORIZING THE PARTICIPATION OF  
MMRALBC PERSONNEL TO THE  
SEMINARS SCHEDULED FOR JULY 2000  
BY THE PHILIPPINE LEGAL RESEARCH  
CENTER**


In the interest of the service and in order to continuously enhance and develop the skills of DENR employees, the following personnel are hereby authorized to attend the herein seminars of the Philippine Legal Research Center:

1. RICHARD JOSEPH M. DE TORRES  
Seminar on "INSPECTION PROCEDURES for GOVERNMENT PURCHASES", The Heritage Hotel Manila  
July 8, 2000, 1:00 to 5:00 p.m.
2. NAPOLEON D. BALASCOPO  
Seminar on "TECHNICAL REPORT WRITING: THE TECHNIQUES"  
The Heritage Hotel Manila, July 15, 2000, 1:00 to 5:00 p.m.
3. MA. LUISA PEÑALOSA  
Seminar on "CONFLICT MANAGEMENT SYSTEMS"  
The Heritage Hotel Manila, July 29, 2000, 8:00 a.m. to 12:00 noon
4. JOCELYN D. BALUBAR
5. MARY GISELLE E. CABRERA
6. MILAGROS JA. MARTIRES  
Seminar on "COMMUNICATION SKILLS: Your Guide to Good Writing and Speaking", The Heritage Hotel, July 29, 2000, 8:00 a.m. to 12:00 noon

The registration fee of Php 1,400.00 each shall be charged against the funds of the Commission subject to the usual accounting and auditing rules and regulations.

A report shall be submitted to the undersigned through the Director, Human Resource Management Service within fifteen (15) days after completion of the seminar

This Order shall take effect on the dates specified.

  
**ADRIANO B. NAVA, JR., CESO II**  
Assistant Secretary for Management Services