



Republic of the Philippines
Department of Environment and Natural Resources
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SPECIAL ORDER

No. 2000 - 85

**SUBJECT : CREATION OF A COMMITTEE TO REVIEW
THE STAFFING PATTERN FOR FY 2001
BUDGET PREPARATION**

In the interest of the service and pursuant to DBM Circular letter No. 2000-4 dated January 14, 2000, a Committee is hereby created to review/modify the DENR Staffing Pattern in accordance with the existing laws and guidelines provided for the purpose.

The Committee shall be composed of representative from the following offices;

OIC - Director, Administrative Service	- Chairperson
Management Division	- Member
Budget Division	- Member
Planning Service	- Member
Personnel Division	- Member

The Committee shall review the existing Staffing Pattern of the Department and make the necessary recommendations for the Secretary's final approval.

The Personnel Division shall act as Secretariat, who shall collate all documents/reports and submit the request for Staffing modification to DBM together with the required documents as provided for in the DBM circular.

All expenses to be incurred in this activity shall be charged against OSEC Funds subject to the usual accounting and auditing rules and regulations.

This Order shall take effect only for the duration of the said activity.

ADRIANO B. NAVA, JR.
Assistant Secretary
for Management Services