



AUG 24 2001

SPECIAL ORDER

No. 2001 - 472

SUBJECT : Authorizing Some DENR Personnel and Managers to Attend Training Activities on Information Technology

In the interest of the service and in order to develop the knowledge, skills and capabilities of DENR rank and file employees as well as DENR Managers on Information Technology and in consonance with the Memorandum of Agreement (MOA) between DENR and Informatics Computer Institute dated January 02, 2001, three (3) training modules on information technology are hereby authorized to be held.

Module 1 (For Computer Encoders and Administrative Staff)

Module 1 shall be attended by twenty (20) participants from the Office of the Secretary, bureaus and attached agencies. The training shall be held on 27 August to 2 Sept. 2001 at the Informatics Computer Center, SM North EDSA, Quezon City.

The following are the authorized participants:

	NAME	POSITION	OFFICE
1.	Josefina L. Villarosa	Data Entry Mach. Op. II	LMB
2.	Venus Amor Sarmiento	System Analyst II	MGB
3.	Marilou Arcillas	Administrative Asst.	ERDB
4.	Lilia Barcena	Sr. Forest Mgt. Spec.	FMB
5.	Marivic Paguyo	HRM Aide	PAWB
6.	Chito B. Alcantara	Budget Officer I	EMB
7.	Dominga Venerable	Clerk III	NAMRIA
8.	Ma. Theresa Escubio	DMO II	PPSEAO
9.	Carolina Lopez	Sr. Bookkeeper	Accounting Div.
10.	Concepcion Cunanan	Sr. Bookkeeper	Accounting Div.
11.	Myrna Balatayo	Stenographer Reporter	Legal Service
12.	Carmencita T. Manuel	Computer Programmer II	LMB
13.	Alexius M. Caayao	Human Res. Mgt. Off. I	HRMS-MDD
14.	Gilbert L. Aquino	Human Res. Mgt. Off. I	HRMS-TDD
15.	John C. Tena	Clerk II	HRMS-CMD
16.	Anthony Serrano	Private Sec. II	OSEC
17.	Evelyn T. Rasco	Info. Analyst III	MISD
18.	William Maglente	Conf. Asst. III	OSEC
19.	Maritess Tamayo	Computer Operator II	Management Service
20.	Ma. Cristina F. Abaya	Proj. Eval. Officer I	Personnel Div.

Module II For Technical Staff (Engineers, Foresters, Hydrogeologists, Chemists, etc.)

Module II shall be attended by twenty (20) participants from the Central Office, bureaus and attached agencies on September 3 – 9, 2001 (ARCOI – Introduction to Arc View and ARCOI – Advanced Arc View) at the Informatics Computer Center, SM North EDSA, Quezon City.

	NAME	OFFICE	POSITION
1.	Robert Co	EMB	Sr. Science Specialist
2.	Edwin Nabalina	EMB	Sr. EMS

3.	Lilia Barcena	FMB	Sr. FMS
4.	Vivien Galeon	FMB	FMS
5.	Joel Nuñez	MGB	Engineer II
6.	Jose Dayao	MGB	SSRS Mining Engineer
7.	Digna Evangelista	MGB	Geologists
8.	Ma. Darica Hipe	UENRFO	Forester
9.	Nicasio Iglesia	UENRFO	Forester
10.	Guillermo Estipona	GSD	Engineer
11.	Fely Boston	PTFWRDM	Sr. SRS
12.	Edgar Madera	MGB	Engineer II
13.	Aurea Lachica	FMB	Sr. Forest Mgt. Specialist
14.	Angelita Veloria	PAWB	Biologist III
15.	Rosanna Rojas	PAWB	EMS I
16.	Rosita Pariña	PAWB	EMS II
17.	Pablo delos Reyes	PAWB	EMS I
18.	Angelita Reyes	PAWB	EMS I
19.	Apolinar Agustin	LMB	Engineer III
20.	Fernando Verbo	LMB	Engineer II

Module 3 (For DENR Managers)

The 1st batch shall be held at the Informatics Computer Center, SM North EDSA, Quezon City on 27 August - 2 Sept. 2001 (MPR81-MS Project 98) and (GSOI - Managing a GIS). It shall be participated in by the following:

	NAME	OFFICE	POSITION
1.	Florante M. Ilarde	Chief, Planning & Mgt. Div.	NCR
2.	Francis Basali	Chief, Planning & Mgt. Div.	CAR
3.	Leo A. Viray	Chief, PAWD	CAR
4.	Cesar Manuel A. Cabansag,	Jr.OIC, Chief PMD	Region 1
5.	Edsel F. Rimando	OIC, Chief Surveys Div.	Region 1
6.	Victoria Vidad	Chief, Planning & Mgt. Div.	Region 2
7.	Ralph C. Pablo	CENR Officer	Region 2
8.	Vilma Garcia	Chief, Planning Mgt. Div.	Region 3
9.	Ely Fransisco	PENR Officer	Region 3
10.	Pancrasio Alcantara	PENR Officer	Region 4
11.	Fernando Perlas	Chief, FRDD	Region 4
12.	Elizabeth Rose G. Padilla	Chief, Planning & Mgt. Div.	Region 5
13.	Josie Columna	Chief, Surveys Div.	Region 5
14.	Medel Limsuan	Director	DSSO
15.	Cristina B. Paulino	OIC-Chief CMD	HRMS
16.	Ric Enriquez	Trng. Ctr. Supt.	ENRA
17.	Al O. Orofio	Chief, MDD	MDD - HRMS

The 2nd batch shall be held at the Informatics Computer Center, SM Cebu, Cebu City on Septembert 17 - 23, 2001 (MPR81-MS Project 98) and (GSO - Managing a GIS). It shall be participated in by the following:

	NAME	OFFICE	POSITION
1.	Edna B. Locsin	Chief, Planning & Mgt. Div.	Region 6
2.	Jesse L. Vego	Chief, FRDD	Region 6
3.	Eduardo Inting	Chief, FRDD	Region 7
4.	Teodorico F. Barral	CENR Officer	Region 7
5.	Felipe S. Calub	PENR Officer	Region 8
6.	Fidel R. Adal	CENR Officer	Region 8

7. Arturo Salazar	ARED for Admn. Services	Region 8
8. Dario Miñoza	Director III	Region 9
9. Corazon Galinato	Chief, FRDD	Region 10
10. Danilo C. Cacanindin	ARED for Admn. Services	Region 10
11. Marcia G. Isip	Chief, Planning & Mgt. Div.	Region 11
12. Clarence L. Baguilat	Reg'l. Exec. Director	Region 11
13. Roderick R. Calapando	OIC Chief Surveys Div.	Region 11
14. Romualdo B. Villanueva	Engineer V	Region 12
15. Philip Calunsag	CENR Officer	CARAGA

The Management Development Division, Human Resource Management Service shall coordinate the conduct of this training activity and shall act as the course Secretariat. The Training staff shall be composed of the following personnel:

1. Dir. Ricarte Javelosa	-	PTFWRDM
2. Al O. Orolfo	-	MDD
3. Aurora V. Pido/Rosalina Enriquez	-	MDD
4. Fortunata C. Rayoso	-	MDD
5. Emmanuel Miraflores/ Sylvia Español	-	DSSO

As stipulated in the MOA, the resource persons, training venue and training materials shall be provided by the Informatics Computer Institute while PTFWRDM funds shall be used to pay Informatics Computer Institute for its services.

The above personnel are entitled to claim reasonable travelling and transportation expenses. Moreover, batches 1 and 2 participants of Module 3 are required to pay a registration fee amounting to Four Thousand Twenty Five (P4,025) pesos and Six Thousand Three Hundred Pesos (P6,300) respectively, to defray their food and accommodation during the training period. However, participants from the Central Office and NCR shall pay the amount of Three Thousand Five Hundred (P3,500) pesos to cover food expenses. Likewise, participants from Cebu City shall pay the amount of Four Thousand Two Hundred (P4,200) pesos to cover the same. The above expenses shall be chargeable against their respective offices. The attendance of the training staff in these trainings shall be borne by PTFWRDM. All expenses are subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the duration specified.



HEHERSON T. ALVAREZ
Secretary