

## Republic of the Philippines Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City, 1100 Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52 929-66-20 • 929-66-33 to 35 929-70-41 to 43

SPECIAL ORDER

FEB 2 2 2002

No. <u>2002-</u>/87 Series of 2002

SUBJECT:

Authorizing the Conduct of a Workshop

on February 26 - 27, 2002

In the interest of the service and in view of the need of the Land Administration and Management Project – Prototype Implementation Office 2 to conduct a two (2) days workshop to improve the overall performance and work standards of the PIO 2 personnel, the conduct of the workshop at the First Villa Cristina in Antipolo City on February 26 – 27, 2002 is hereby authorized.

The workshop aims to accomplish the following objectives:

- a. Generate consensus among the PIO 2 staff on the tasks and responsibilities of each unit and staff.
- b. Clarify complementation of roles.
- c. Agree on work standards and expectations.
- d. Validate the skills and knowledge gaps to ensure that the staff meets the performance criteria required to carry out the tasks and responsibilities assigned.

Authorized to attend and participate in this workshop are as follows:

## A. Project Management Office

1. Atty. Mylene G. Albano - Executive Director

2. Mr. Danilo R. Antonio - Deputy Director

3. Ms. Genevieve Padilla - Planning Unit Head

4. Mr. Elizer Balleras - M & E Unit Head

5. Mr. Bryan Peñafiel - HRD Officer

6. Mr. Samuel Pulgo - Driver

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## B. Prototype Implementation Office 2

7. Engr. Ante V. Gamiao		Drotatuna Managar
7. Engr. Ante v. Gainiau	-	Prototype Manager

8. Engr. Henry Pacis - Asst. Prototype Manager

9. Mr. Nestor D. Dagaraga - Asst. Prototype Manager

10. Mr. Noel D. Obra - Planning & Coordination Unit Head

11. Engr. Emilio S. Pugongan - M & E Head

12. Engr. Ildefonso Padigos, Jr. - Geodetic Engineer

13. Engr. Alex Venzon - Geodetic Engineer

14. Mr. Graciano Magtira Jr. - M & E Officer

15. Mr. Dante H. Peralta - Supervising Cartographer

16. Ms. Arlene Bolina- Naeg - Project Development Officer IV

17. Mr. Ben Hur V. Malana - Administrative Officer II

18. Ms. Rhodalyn M. Tindoc - Community Development Officer II

19. Mr. Joel L. Abellera - Computer Operator II

20. Ms. Michelle Raymundo - Computer Operator II

21. Ms. Violeta S. Calimlim - Cartographer II

22. Mr. Alvin L. Jallorina - Cartographer II

23. Mr. Ariel D. Caranguian - Cartographer II

24. Ms. Melody C. Cahatol - Data Encoder II

25. Mr. Felix O. Caubat - Driver III

26. Mr. Camilo C. Santos - Tracer II

## C. PA LAMP

27. Mr. Barry Dick - Consultant, Title Validation

28. Ms. Folay Eleazar - Consultant, Project Management

29. Ms. Regina C. Encinareal - TA, Secretary

This Order shall take effect only for the duration herein specified and expenses to be incurred shall be charged to LAMP funds subject to the usual Accounting and Auditing rules and regulations.

HEHERSON T. ALVAREZ

Secretary