



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES
DENR SPECIAL ORDER
No. 2002 - 627

AUG 20 2002

**SUBJECT : CREATION OF A DENR COMMITTEE OF UNIFORM
COORDINATORS IN THE CENTRAL OFFICE**

Pursuant to the Memorandum of Secretary Heherson T. Alvarez dated July 10, 2001, a DENR Committee of Uniform Coordinators in the Central Office is hereby created to be composed of the following:

The Director, Administrative Service	- Chairman
The Chief, Personnel Division	- Vice-Chairman
The Chief, Welfare and Discipline Section	- Secretariat
Coordinators for each Division	- Members

COORDINATORS

OFFICE OF THE SECRETARY/
HEAD EXECUTIVE ASSISTANT: Rosita Piniano

ADMINISTRATIVE SERVICE:

Office of the Director	Memorie Jinggy Toledo
Personnel Division	Joseph Esperanza
Records Management and Documentation Division	Lourie Oliverio
Medical and Dental Clinic	Betty Jiloca
General Services Division:	
Procurement and Property Sections	Celso Bautista
Buildings, Grounds and Maintenance Section	Engr. Emmanuel David
Cashiers' Office	Guillerma Alconis
Radio and Telephone Section	Carlito Buentipo
Motorpool Section	Engr. Guillermo Estipona, Jr.

HUMAN RESOURCE MANAGEMENT SERVICE:

Career Management Division	Leonita Sibunga
Management Development Div.	Tito Abrera
Trainers' Development Division	Herminia Ecleo

SPECIAL CONCERNS OFFICE: Eduardo Potenciano
Rhodora Brucal
Evelyn Reyes

FOREIGN ASSISTED AND SPECIAL PROJECTS OFFICE:

FOREIGN INVESTMENT SERVICE

Bilateral Investment Program Division	Nelia Quesada
Multilateral Investment Program Division	Evelyn Flores

LOCAL INVESTMENTS AND PROGRAM SUPPORT SERVICE

Special Fund Program Division	Lemina Pascual
Program Assessment and Communication Division	Myrna Gumangan
Program Accounts Management Division	Leilani Sabroso
Local Investment and Program Support Service	Flordeliza Tenazas

FINANCIAL MANAGEMENT SERVICE:

Director's Office	Lilian Leonado
Accounting Division	Erlinda Domingo
Budget Division	Isidora Pontillas
Management Division	Heidi Natural

LEGISLATIVE AFFAIRS OFFICE:

Olivia Martinez

LEGAL SERVICE:

Director's Office	Gregoria Maligsa
Claims and Conflicts Division	Corazon Robel
Processing and Documentation Div.	Marietta Mirador
Research and Legal Opinion Division	Hermingilda Gumatay
Investigation and Litigation Division	Capitolina Rosillo
Personnel Investigation Division	Angelina Faral
Law Enforcement and Licenses Div.	Blesilda de Loyola

PUBLIC AFFAIRS OFFICE:

Public Information Division	Remedios Asuncion
Research & Development	
Communications Division	Karen Foster

POLICY AND PLANNING SERVICE:

Office of the Director	Evangeline Pilac
Planning and Programming Division	Renante Husmillo
Project Development and Eval. Div.	Melinda Gapas
Policy Studies Division	Nelia Villanueva
Statistical Coordination Division	Liberty Fernandez
Management Information Systems Div.	Ma. Evelina Rasco

PROJECT OFFICES:

PTFWRDM	Ricarte Javellosa
DENR-CARP National Secretariat	Blesilda Corro
NFDO-FSP	Mark Anthony Villanueva
Metro Manila Air Quality Improvement Sector	Jean Rosete
ECOGOV	Vicente de Jesus
ADMP	Joey Austria
NRMP	Gloria Bancifra
RP-German Project	Bernard Ignacio
Local ENRPM Project	Nestor Venturillo
Land Administration and Management Project	Zenaida Bucad
Manila Bay Environmental Project	Floradema Colorado

WRDP-WMIC
Kaliwa Watershed Management Project
LLWP & DC
NIPAP
Coastal and Marine Mgmt. Office
Mindanao Coordinating Council
SIBP
CHARM
ARCBC
NSPENRPM

Petra Tabucol
Maximo Soriano, Jr.
Macorro Macumbal
Antonio Manila
Lilia Buison
Joseph Lita
George Guillermo
Nicanor Sapla
Alma Logmao
Daniel Nicer

FUNCTIONS

The Committee is hereby authorized to seek the assistance of any DENR official or employee in pursuance of this Order and shall perform the following functions: administration, monitoring and evaluation of the wearing of the office uniform in the DENR Central Office. The Coordinators are required to submit a weekly report of violators in their respective offices to the Personnel Division for proper administration of sanctions.

EXEMPTIONS

The following employees are exempted from wearing the uniform:

1. Doctors, nurses, laboratory and medical technicians who are expected to wear their usual professional white uniform;
2. Presidential appointees;
3. Those who are in mourning, but they shall wear black or white or a combination thereof;
4. Ladies who are on the family way;
5. Personnel who are doing field work of more than one day (Attendance to one day meetings, seminars and workshops are not exempted from wearing the uniform.)

SANCTIONS

The respective Division Chiefs and the Uniform Coordinators shall jointly be responsible for the strict compliance hereof. Based on Section 52, C(3), Rule IV of CSC MC No. 19, S. 1999, the penalties for such violation of office rules and regulations are as follows:

- 1st offense - Reprimand
- 2nd offense - Suspension for one (1) to thirty (30) days
- 3rd offense - Dismissal from the service

This Order takes effect immediately.


Prof. ROGELIO V. PAGLOMUTAN
Assistant Secretary for Finance and Management Services