



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

SPECIAL ORDER

No. 2002- 703

SEP 04 2002

SUBJECT: AUTHORIZING MS. ESTELA B. SARMIENTO, CLERK III, COMMUNITY BASED FOREST MANAGEMENT DIVISION, FOREST MANAGEMENT BUREAU, TO PURSUE BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION AT EULOGIO "AMANG" RODRIGUEZ INSTITUTE OF SCIENCE AND TECHNOLOGY STARTING 2ND SEMESTER SY 2002-2003.

In the interest of the service and to further enhance human resource capabilities of DENR employees, Ms. Estela B. Sarmiento, Clerk III, Community Based Forest Management Division, Forest Management Bureau, is hereby authorized to pursue Bachelor of Science in Office Administration at the Eulogio "Amang" Rodriguez Institute of Science and Technology for two years starting second semester SY 2002-2003 under CSC-Local Scholarship Program-Bachelors Degree Completion (LSP-BDC).

The Civil Service Commission shall shoulder tuition and other related expenses while the FMB shall provide the salaries, allowances and other scholarship benefits for the duration of the grant. She shall also be entitled to other financial assistance under the provisions of DENR Administrative Order No. 2000-77 and the Scholarship Contract, chargeable against FMB funds subject to availability and existing accounting and auditing rules and regulations.

Her attendance shall be on official time and she shall clear herself of all work responsibilities and accountabilities from her present assignment. She shall submit updated reports of her academic progress to the Career Management Division, Human Resource Management Service.

This Order is in effect for the duration of the scholarship grant.


HEHERSON T. ALVAREZ
Secretary