



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Telephone Nos: 97-66-26 to 36; 97-70-41 to 43

Special Order

No. 2002- 706

SEP 05 2002

SUBJECT : CREATION OF DENR UNIFORM COMMITTEE FOR CY 2003

In the interest of the service, the DENR Uniform Committee for CY 2003 is hereby created and shall be composed of the following:

Assistant Secretary Finance and Management Services	-	Chairman
Head Executive Assistant	• -	Vice-Chairman
Director, Administrative Service	-	Member
Director, Human Resource Management Service	-	Member
Director, Financial and Management Service	-	Member
Director, Special Concerns Office	-	Member
Director, Public Affairs Office	-	Member
Chief, Personnel Division	-	Member
Chief, Employees' Welfare and Discipline Section Personnel Division	-	Member
Chief, Procurement Section, GSD	-	Member
Representatives (2), Rank and File	-	Member
Head Secretariat, Bids and Awards Committee	-	Member

The Committee shall be responsible for the following:

1. Take charge of the selection of the materials, colors, and designs of the office uniforms for CY 2003;
2. Coordinate with the Bids and Awards Committee regarding the procurement of the same;
3. Prescribe the necessary guidelines that will serve as basis in the grant of office uniform/clothing allowance; and
4. Issue office rules on the wearing of office uniforms and appropriate sanctions for violation thereof in accordance with the CSC Code of Conduct and Office Decorum.

The Committee shall forward all necessary documents which include the recommended specification of materials, approved RIV and designs of uniform to the Bids and Awards Committee (BAC) not later than August 30, 2002 to provide them an ample time for the conduct of public bidding.

This Order takes effect immediately and supersedes all Orders inconsistent herewith.


MEHERSON T. ALVAREZ
Secretary