



Republic of the Philippines
Department of Environment and Natural Resources
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SEP 06 2002

SPECIAL ORDER
No. 2002 - 708

SUBJECT : **AUTHORIZING THE ATTENDANCE OF HRMO IV OFELIA B. VELOIRA OF THE PERSONNEL DIVISION, DENR CENTRAL OFFICE TO THE TRAINING COURSE ENTITLED "BASIC TOOLS AND TECHNIQUES IN DEVELOPING EFFECTIVE WORK TEAMS" ON OCTOBER 22-25, 2002 AT PUERTO PRINCESA CITY**

In the interest of the service and pursuant to the Memorandum of the Assistant Secretary for Finance and Management Services dated July 16, 2002, Ms. Ofelia B. Veloira, HRMO IV of the Personnel Division, DENR Central Office is hereby authorized to attend the training course "Basic Tools and Techniques in Developing Effective Work Teams" to be held on October 22-25, 2002 at the Asiaworld Resort Hotel in Palawan, Puerto Princesa City.

The herein training course is a live-out seminar-workshop. The registration fee of Three Thousand Six Hundred Pesos (P3,600) and other incidental expenses to the said training course shall be chargeable against the Personnel Division's funds of this office, subject to the usual accounting and auditing rules and regulations.

This Order is only effective for the purpose and duration herein stipulated.


ERLINDA P. MERAM
OIC – Assistant Secretary
Finance and Management Services