



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

OCT 11 2002

**DENR SPECIAL ORDER**

No. 2002-880

Series of 2002

**SUBJECT: AUTHORIZING THE CONDUCT OF THE REVIEW CLASSES UNDER THE DENR *ELIGIBILITY ASSISTANCE PROGRAM* (EAP) TO BE HELD AT THE VISITORS CENTER, NORTH AVENUE, DILIMAN, QUEZON CITY**

In the interest of the service and in order to assist the DENR employees in acquiring appropriate Civil Service Eligibility, the following are hereby authorized to attend the above-mentioned review classes on the following schedules:

**First Group : October 21-23, 2002- Professional Level:**

**A. Principal Participants**

Name	Office
1. Sherwin Pangan	Office of the Secretary
2. Bernard Macinas	-do-
3. Hazel Andaya	Office of the HEA
4. Chito Reyes	Office of USEC for Special Concerns and Inter-Agency Affairs
5. Estela Azucena S. de Guzman	Office of the USEC for ENR Operations
6. Divina Cresencio	Office of the OIC, Office of the ASEC for Finance and Management Services
7. Ma. Concepcion T. Tardaguila	Office of the ASEC for Planning
8. Filomena C. Balayantoc	Management Division
9. Gloria B. Aceret	Accounting Division
10. Julieta T. Lipaopao	-do-
11. Benjamin P. Cayabyab	Budget Division
12. Paulina Ganton	-do-
13. Lourie A. Oliverio	Records Division
14. Carmela Santiago	-do-
15. Corazon P. Perez	Personnel Division
16. Janet N. Maborrang	-do-
17. Salivea M. Daticulan	-do-
18. Cristina H. Reyes	General Services Division
19. Erlinda C. Poyatos	-do-
20. Gianina Agir	-do-
21. Lilia Reyes-Pangilinan	-do-

22. Milwyda D. Oller	Trainers Development Div., HRMS
23. John Victor C. Tena	Career Management Div., HRMS
24. Sally B. Imperial	Research and Stat. Div. Planning Office
25. Diana Noble	Special Concerns Office
26. Estrella Lardizabal	Legal Service
27. Josephine Q. Natividad	Foreign Assisted & Special Project Office
28. Hayde Lato	-do-
29. Evelyn Flores	-do-

**First Group : October 21-23, 2002 - Sub-Professional Level:**

Name	Office
1. Wilfredo Maglente	Office of the Head Executive Assistant
2. Yolanda Tatang	Special Concerns Office
3. Ruperto T. Diza	Legal Service
4. Magdalena Villanueva	Records Division
5. Rosalina Carando	-do-
6. Joseph Geoffrey Garraton	Office of the Director, HRMS

**B. TRAINING STAFF**

1. Herminia O. Ecleo	Human Resource Management Service
2. Yvonne B. Baldado	-do-

**Second Group : October 23-25, 2002 - Professional Level:**

**A. Principal Participants**

Name	Office
1. Rosario Cruz	Office of the Secretary
2. Natividad G. Trofeo	Management Division
3. Milagros C. Imbao	Accounting Division
4. Linda Fe C. Sabado	-do-
5. Royland R. Lagman	Budget Division
6. Alfonso A. Vergara	-do-
7. Estrella de Leon	Records Division
8. Elena Florencia Alcober	Personnel Division
9. Marites H. Ragos	-do-
10. Erlinda P. Romulo	-do-
11. Diana G. Dino	General Services Division
12. Rosie D. Jundarino	-do-
13. Arlene B. Arabejo	-do-
14. Perpetua Manalili	-do-

15. Josefina A. Rebusa	General Services Division
16. Florida O. Fajardo	Office of the Director, Admin. Service
17. Herbert O. Racelis	Career Management Division, HRMS
18. Socorro B. Belmonte	Research and Stat. Div., Planning Office
19. Evelyn Reyes	Special Concerns Office
20. Marites A. Tamayo	Legal Service
21. Lemina Pascual	Foreign Assisted & Special Project Office
22. Flordeliza S. Tenazas	-do-
23. Liberty Clamosa	Land Administration Mngt. Project (LAMP)
24. Zenaida Bucad	-do-
25. Gloria S. Bancifra	Natural Resource Mgt. Program (NRMP)
26. Jenny O. Mabuna	-do-
27. Homer F. Bartolo	Compre. Agrarian Reform Prog. (CARP)

**Second Group : October 23-25, 2002 - Sub- Professional Level:**

<b>Name</b>	<b>Office</b>
1. Stephen E. Abella	Office of the Head Executive Assistant
2. Metudio Estrada Jr.	Public Affairs Office
3. Susana L. Escolar	Office of the ASEC for Finance & Mgt. Serv.
4. Joy N. Briones	Office of the Director, Admin. Service
5. Eduardo Soriano	Records Division
6. Teresita Ramos	-do-
7. Jean F. Allado	Trainers Development Division, HRMS
8. Jean U. Madi	Career Management Division, HRMS

**B. TRAINING STAFF**

1. Rosario C. Gulmatico	Human Resource Management Service
2. Maria B. Bongco	-do-

**C. RESOURCE PERSONS (for both groups)**

1. Prof. Rogelio V. Paglomutan	Assistant Sec. Planning and Policy
2. Dr. Adeluisa G. Siapno	Director, HRMS
3. Dir. Marcial C. Amaro, Jr.	Policy Study Service
4. Dr. Ric G. Enriquez	Superintendent, ENRA
5. Dr. Noel O. Padilla	Chief, Policy Studies Div.
6. Al O. Orolfo	Chief, Management Dev. Div., HRMS
7. Rosalina O. Enriquez	Chief of Staff, Office of the Dir., HRMS

**D. ALTERNATE PARTICIPANTS (either of the two groups)**

**Professional Level:**

<b>Name</b>	<b>Office</b>
1. Lilian Leonado	Office of the OIC, Office of the ASEC for Finance and Management Services
2. Estrella Facelo	General Services Division
3. Lamberto Ramos	-do-
4. Evelyn Gurango	Records Division
5. Hilaria G. Magculang	Planning Office
6. Renato J. Limjuco	Comprehensive Agrarian Reform Program

**Sub- Professional Level:**

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|--------------------|-----------------------------------|
| 1. Luisito Estacio | Management Development Div., HRMS |
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All of the above personnel are authorized to attend this program on official time. *Alternate participants* shall be authorized to attend this activity in the absence of principal participant/s. All training related expenses relative to the conduct of this training program are chargeable against the Human Resource Management Service (HRMS) funds.

After attending the review classes, participants shall take the Civil Service Examination. An **examination fee** of P 250.00 for the Computer Assisted Test (CAT) of each participant shall be chargeable against their respective offices, subject to the usual accounting and auditing rules and regulations.

A training report shall be submitted to the undersigned by the Director, HRMS fifteen (15) days after completion of this activity.

This Order takes effect on the dates specified above.



**ERLINDA P. MERAM**  
OIC, Office of the Assistant Secretary  
Finance and Management Services