



Republic of the Philippines  
Department of Environment and Natural Resources  
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JAN 06 2003

**Special Order**  
No. 2003 - 06

**SUBJECT : Authorizing the Budget Division to conduct a Budget Reconciliation Workshop on January 27 - 31, 2003**

In the interest of the service, the Budget Division under the Financial and Management Service is hereby authorized to conduct a Budget Reconciliation Workshop on January 27-31, 2003 at Ciudad Christia Resort, San Mateo, Rizal in order to facilitate the submission of a Consolidated Statement of Allotment, Obligations and Balances (SAOB) and Financial Report of Operations (FRO) for FY 2002 of the DENR as required by the DBM and COA.

The Budget Officers of the Central Office, Staff Bureaus and Regional Offices (ROs) who are directly involved in its preparation are authorized to attend the Workshop, while the attendance of the Finance Officers are on voluntary basis. ROs are encouraged to reconcile their respective budgetary accounts with their PENROs prior to the workshop. To ensure uniformity in the preparation of SAOB and FRO, the Budget Officer of the line bureaus/attached agency – EMB, MGB and NMRIA shall attend on the first day of the Workshop. Their attendance for the whole duration of this activity shall be on official time.

Participants shall be authorized to claim traveling and related expenses. A registration fee of P4,500 check payable to the DENR Trust Fund 101 shall be charged for each participant. The payment of honoraria of resource persons and other expenses that may be incurred are authorized chargeable against the appropriate fund of the offices concerned, subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the dates herein specified.

  
**ELISEA (BEBET) G. GOZUN**  
Secretary