



Republic of the Philippines  
Department of Environment and Natural Resources

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SPECIAL ORDER  
NO. 2003 - 306

APR 30 2003

SUBJECT : **AUHZORIZING THE CONDUCT OF INVENTORY AND DISPOSAL OF ALL UNSERVICEABLE EQUIPMENT/VEHICLES OF THE ENR ACADEMY TRAINING CENTER AT CARRANGLAN, NUEVA ECIJA**

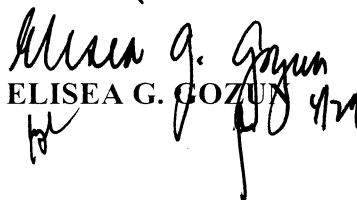
In the interest of the service, the conduct of an inventory and disposal of all equipment/vehicles rendered/classified as unserviceable of the ENR-Academy at Carranglan, Nueva Ecija is hereby authorized and shall be conducted from May 5 - 9, 2003. An Inventory/Disposal Team shall be created for this purpose and shall be composed of the following DENR Personnel:

- |    |  |   |            |   |             |
|----|--|---|------------|---|-------------|
| 1. | <b>Bibiano Miranda</b>                 | - | GSD        | - | Team Leader |
| 2. | <b>Cristina Reyes</b>                  | - | GSD        | - | Member      |
| 3. | <b>John Reburiano</b>                  | - | GSD        | - | Member      |
| 4. | <b>Andrea Ramos</b>                    | - | Accounting | - | Member      |
| 5. | <b>Herbert Racelis</b>                 | - | HRMS       | - | Member      |
| 6. | <b>One (1) Representative from COA</b> |   |            |   |             |

The Inventory and Disposal Team shall primarily be tasked to conduct physical inventory of all equipments and vehicles and shall determine their conditions/salvage values before turnover or proper disposition.

The Team shall render a report with their findings and recommendations, together with the inventory, to the undersigned within ten (10) days upon completion of this inventory. The team is authorized to claim traveling expenses chargeable against their respective offices subject to the usual accounting and auditing rules and regulations.

This Order takes effect on the date and purpose specified herein.

  
ELISEA G. COZUM

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