



Republic of the Philippines  
Department of Environment and Natural Resources  
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JUL 22 2003

**DENR Special Order**  
No. 2003 - 590

**SUBJECT: Deployment of NRMP-ECOGOV Personnel to Organic Units in the Central Offices**

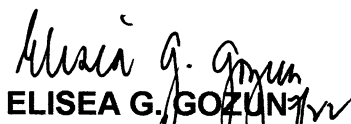
In the interest of service and in order to facilitate the institutionalization of the activities of the Philippine Environmental Governance (ECOGOV) Program such as the Forest Resource Management (FRM), the Coastal Resource Management (CRM), and the Integrated Solid Wastes Management (ISWM) into the Department, the following NRMP-EcoGov personnel are hereby deployed as follows:

<b>Name of Personnel</b>	<b>Position</b>	<b>Office</b>
1. Lisette G. Monteno	Project Development Officer V	CMMO
2. Moonyeen S. Manrique	Project Development Officer IV	CMMO
3. Dennis Guy M. Segovia	Information Systems Analyst II	CMMO
4. Raul D. Abia	Clerk II	CMMO
5. Socrates F. Bartolo	Project Development Officer III	EMB
6. Eugenio N. Antolin	Information Systems Analyst III	EMB
7. Rey M. Salvador	Project Evaluation Officer II	EMB
8. Lawrence B. Luminog	Computer Operator I	EMB
9. Norlito P. Sarmiento	Project Development Officer IV	FMB
10. Samuel A. Sarmiento	Project Evaluation Officer III	FMB
11. Cecilia Inocencio	Information Officer II	FASPO
12. Manuel Bunag	Computer Operator I	FASPO
13. Ulaysa Dimaculangan	Computer Programmer II	Field Operations

The deployed NRMP-ECOGOV personnel shall perform the duties and responsibilities indicated in the deployment plan/matrix (attached), aside from other functions that may be assigned by the Bureau/Office Director. They shall also provide technical support services to the PMO and may be required to report to the PMO as the need arises.

This Order supersedes all other directives inconsistent herewith.

This Order shall take effect immediately.

  
**ELISEA G. GOZUN**  
Secretary

**To be deployed to: CMMO**

Name / Present position / SG	Educational Attainment	Expertise	Justification/Actual Duties
1. Lisette G. Monteno PDO V	BS Fisheries; MS in Environmental Management (academics completed)	Project Management, fiscal administration, project conceptualization, packaging & negotiation, environmental performance monitoring, environmental impact assessment	<ol style="list-style-type: none"> <li>1. Provide support to the CMMO in the conceptualization, packaging and negotiation of projects for possible consideration of international donors;</li> <li>2. Provide the necessary support to CMMO in terms of financial planning and fiscal administration;</li> <li>3. Assist in the conduct of monitoring and evaluation of coastal resources projects;</li> <li>4. Provide support on the management of foreign-assisted projects supporting the coastal resources.</li> <li>5. Provide support in the implementation of the coastal resources component of the ECOGOV project.</li> <li>6. Assist in the institutionalization of coastal resources management component's learnings, experiences and opportunities in the bureaucracy;</li> </ol>
2. Eufrocina Moonyeen Manrique PDO IV	M.A. Economics	Economic policy studies (e.g. resource valuation, ENR Acctg., MBIs)	<ol style="list-style-type: none"> <li>1. Provide technical assistance to the planning and policy unit of CMMO.</li> <li>2. Act as alternate in the Policy Technical Working Group (PTWG) of CRM.</li> <li>3. Provide technical assistance in the conduct of Economic policy-related studies (e.g resource valuation / environmental accounting / market-based instruments).</li> </ol>
3. Dennis Guy M. Segovia Info Systems Analyst	B.S. Computer Science	Information systems / database design and implementation, programming, computer graphics design	<ol style="list-style-type: none"> <li>1. Provide support for the office computers and users; determines users' needs; work with computer users to resolve problems and answers questions on a variety of hardware components and software programs.</li> <li>2. Troubleshoot hardware and software problems; correct or coordinate outside repair</li> <li>3. Develop customized forms for computer users utilizing software programs to create various forms; distribute information for computer user utility.</li> <li>4. Generate, develop and distribute required statistical reports.</li> <li>5. Design needed IEC materials such as handouts, brochures, posters, banners, power point presentations.</li> </ol>
4. Raul D. Abia Clerk II	Dental Lab Technician,	Report packaging and audio visual equip. operation / maintainnace	<ol style="list-style-type: none"> <li>1. Provide admin. support in the consolidation and packaging of tech. reports and IEC materials production.</li> <li>2. Responsible for the operation and maintenance of audio-visual equipment and other office equipment (e.g. copier, scanner, fax machine)</li> </ol>

**To be deployed to: FASPO**

Name / Present position / SG	Educational Attainment	Expertise	Justification/Actual Duties
5. Cecilia Inocencio IO II	B.S. Forestry	Project management and evaluation	<ol style="list-style-type: none"> <li>1. Monitor and evaluate project implementation including financial performance of all grants projects</li> <li>2. Coordinate with other oversight agencies relative to the operations and implementation of project</li> <li>3. Assist in the conduct of project performance review of grants projects.</li> <li>4. Facilitate the review and approval of withdrawal applications for replenishment of statement of expenditures.</li> <li>5. Facilitate in the review and releases of LAA.</li> <li>6. Facilitate vouchers for funding under 5% Program Support Fund of the secretary.</li> </ol>
6. Manuel Bunag CO I	B.S. Administration – 2nd year	Data encoding	<ol style="list-style-type: none"> <li>1. Assist the desk officers in handling two or more FAPs in encoding of necessary documents;</li> <li>2. Assist in the conduct of End-of-Project Evaluation (e.g., surveys and interviews, leg-works for table analysis,);</li> <li>3. Assist/participate in field visits/ocular inspections to verify/validate performance reports of FAPs</li> <li>4. Assist in the encoding and labeling of books of the FASPO library;</li> <li>5. Provide administrative support in the conduct of PMs meeting and workshop of PACD;</li> <li>6. Provide admin. and other clerical works in the preparation and follow-up vouchers for the PACD vehicle repairs and servicing;</li> <li>7. Trouble-shoot and drives the PACD vehicle (authorized by S.O.);</li> </ol>

**To be deployed to: EMB-NSWMC Secretariat**

Name / Present position / SG	Educational Attainment	Expertise	Justification/Actual Duties
7. Eugenio N. Antolin ISA III	B.S. Civil Engr.	GIS and database management	<ol style="list-style-type: none"> <li>1. Facilitate the conduct of updating municipal profiles and other information re Solid Wastes Management</li> <li>2. Assist in the packaging of ISWM reports for presentation purposes to oversight agencies such as FASPO, NEDA and OSEC.</li> <li>3. Facilitate the consolidation and data collection of ISWM progress reports including GIS information. (GIS)</li> <li>4. Assist in the maintenance of ISWM Database.</li> </ol>
8. Socrates F. Bartolo PDO III	B.S. Civil Engr.	Technical documentation & results monitoring and evaluation	<ol style="list-style-type: none"> <li>1. Consolidate and finalize annual and quarterly physical narrative accomplishment reports of the ISWM component.</li> <li>2. Consolidate and finalize matrix of quantitative accomplishments (physical status report) as per logical framework (overall target) and as per WFP (annual target).</li> <li>3. This also includes Project Status Report (PSR – stated as percentage accomplishment)</li> <li>4. Assist in the preparation and consolidation of ISWM Work and Financial Plan (WFP).</li> <li>5. Assist in the conduct of results monitoring and evaluation of ISWM component.</li> </ol>
9. Rey M. Salvador PEO II	B. S. Med. Tech.	GIS database management	<ol style="list-style-type: none"> <li>1. Assist in the design, development and maintenance of GIS database.</li> <li>2. Monitor the implementation of info systems and developing application programs.</li> <li>3. Manage the utilization of ISWM electronic facilities</li> </ol>
10. Lawrence Luminog CO I	B.S. Comp. Science	GIS operation and spatial analysis, GPS data collection and processing	<ol style="list-style-type: none"> <li>1. Provide technical support in GIS operation and spatial analysis.</li> <li>2. Provide technical assistance in GPS data collection and processing.</li> </ol>

**To be deployed to: USEC for Field Operations**

Name / Present position / SG	Educational Attainment	Expertise	Justification/Actual Duties
11. Ulaysa Dimaculangan Computer Programmer II	B.S. Comp. Engr.	Database management	<ol style="list-style-type: none"> <li>1. Collate and evaluate materials required to prepare electronic documentation of program information such as CD ROMs and computer-based presentations, and maintain and update the same as needed.</li> <li>2. Develop the application protocol for computer-based info. mgt. system including connectivity for enhanced retrieval and sharing of info. among diff. proj. components and program officials/participants</li> <li>3. Scanning and indexing outgoing documents before it is filed.</li> <li>4. Responsible for the retrieval of the documents and maint.of the e-files systems of the electronic mngt sys.</li> </ol>

**To be deployed to: FMB**

Name / Present position / SG	Educational Attainment	Expertise	Justification/Actual Duties
12. Samuel Sarmiento PEO II	B.S. Forestry	Community mapping and planning, aerial monitoring and surveillance	<ol style="list-style-type: none"> <li>1. Assist in the development of Sustainable Forestland Management practices covered by the EcoGov prog.</li> <li>2. Assist ion the formulation of ENR-related policies and program.</li> <li>3. Assist in the evaluation and assessment of technical assistance report.</li> <li>4. Coordinates with DENR field offices and service providers in the implementation of the program.</li> </ol>
13. Norlito P. Sarmiento PDO IV	B.S. Forestry	Policy studies on forestry related policies	<ol style="list-style-type: none"> <li>1. Provide technical assistance in the conduct of forestry related policy studies.</li> <li>2. Provide technical support to CBFM in the conduct of impact assessment of the CBFM Program</li> <li>3. Provide technical support in the conduct and formulation of criteria and indicators for SFM</li> </ol>