



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, Philippines 1104

AUG 06 2003

SPECIAL ORDER
NO. 2003- 630

SUBJECT: Designation and Assignment of Community Environment and Natural Resources Officers (CENRO) for the Cordillera Administrative Region

In the interest of the efficient and effective delivery of ENR services to the various publics and in accordance with the guidelines in the selection and assignment of field officers, the following are assigned to head the DENR Community Environment and Natural Resources Offices (CENRO) at the Cordillera Administrative Region:

CAR

CENR OFFICER	CENR OFFICE
Diego Ambatali, CENRO	Tabuk, Kalinga
Jocelyn Bugaring, OIC CENRO	Pinukpuk, Kalinga
Manuel Pogeyed, CENRO	Sabangan, Mt. Province
Fernando Balacillo, OIC CENRO	Paracelis, Mt. Province
Ernesto Aton, OIC CENRO	Bangued, Abra
Joseph Aquilet, CENRO	Langanglang, Abra
Julio Lopez, OIC CENRO	Calanasan, Apayao
Wilfredo Manauis, CENRO	Conner, Apayao
Franklin Sapla, CENRO	Luna, Apayao
Leon Apse, CENRO	La Trinidad, Benguet
Goefrey Cawis, CENRO	Buguias, Benguet
Maximo Macli-ing, CENRO	Baguio City
Valeriano Banggolay, CENRO	Alfonso Lista, Ifugao
Moises Butic, CENRO	Lamut, Ifugao

The turn over from an outgoing to incoming CENRO's shall be executed within seven (7) days from the issuance of this Order. The RED (or a RTD or PENRO that the RED may designate) shall supervise the turnover of responsibilities and accountabilities, which shall be guided by the turn-over lists constituting **Annex A** of this Order.

In no case may an outgoing CENRO shall bring to his new assignment any office property or material. Violation of this instruction shall lead to the recall of the CENRO and forfeiture of his new assignment.

During the turn over, the incoming CENRO shall execute the Code of Conduct for Good Environmental Governance (**Annex B**) and shall form part of the turn-over reports.

The CENRO's concerned shall inform the Secretary, through the PENRO and RED of the turn-over within three days after such turn over is completed.

Officers who hold CENRO appointments but are not included in this Special Order shall report to the RED for assignment. The RED shall give them substantive assignments which will enable the regional office to be more effective and responsive in providing services to the various ENR stakeholders.

Other personnel who heretofore have been acting as OIC PENRO's and who are not included in the list of CENRO's shall return also report to the RED for assignment. Unless their positions belong to the regional office proper, a bureau or central office, they should be assigned to the CENR Offices.

ELISEA G. GOZUN
Secretary

Department of Environment and Natural Resources
TURNOVER OF CENRO RESPONSIBILITIES FOR ACCOUNTABLE FORMS

REGIONAL / PENR OFFICE _____ : _____
OUTGOING CENRO: _____

(Name and Designation)

INCOMING CENRO _____

(Name and Designation)

DATE OF TURNOVER: _____

Annex C. Accountable Forms

Accountable Forms and Other Forms	No. of Booklets or Sheets	<u>Serial Number</u>	Accountable Person
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Department of Environment and Natural Resources
TURNOVER OF CENRO RESPONSIBILITIES ON ISSUES

REGIONAL / PENR OFFICE _____:

OUTGOING CENRO: _____
 (Name and Designation)

INCOMING CENRO _____
 (Name and Designation)

DATE OF TURNOVER: _____

Annex F. List of Outstanding Issues

ISSUES	Date Issue Started	<u>Parties Involved</u>	Status as of 7/21/2003
F-1. Land Issues			
1.			
2.			
3.			
4.			
F-2. Forestry Issues			
1.			
2.			
3.			
4.			
5.			
F-3. Protected Areas and Wildlife Issues			
1.			
2.			
3.			
4.			
5.			
F-4. Issues with LGUs			
1.			
2.			
3.			
4.			

Department of Environment and Natural Resources
TURNOVER OF CENRO RESPONSIBILITIES FOR PROJECTS

REGIONAL / PENR OFFICE _____ :

OUTGOING CENRO: _____
 (Name and Designation)

INCOMING CENRO _____
 (Name and Designation)

DATE OF TURNOVER: _____

Annex G. List of Projects

Name: Title of Project	Duration (Indicate Project Start and Date/Expected Date of Termination)	Assigned Staff	Status as of July 21, 2003
A.1. COMPLETED PROJECTS			
1.			
2.			
3.			
4.			
5.			
A.2. ON-GOING PROJECTS			
1.			
2.			
3.			
4.			
5.			
A.3. INCOMING OR PROJECTS ABOUT TO START			
1.			
2.			
3.			
4.			
5.			