



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43

2003-001

DENR Special Order
No. 2003- 001

**SUBJECT : AUTHORIZING THE CONDUCT OF SEMINAR ON
ENHANCING TECHNICAL WRITING SKILLS**

In the interest of the service and to enhance the knowledge and skills of participants on the latest/prescribed format, contents and style in the preparation of reports and correspondences, the following personnel are hereby authorized to attend the seminar on Enhancing Technical Writing Skills on December 3 to 5, 2003 (1st Batch) and December 10 to 12, 2003 (2nd Batch) at the Visitors' Center, Ninoy Aquino Parks and Wildlife Nature Center, North Avenue, Diliman, Quezon City.

1st Batch

NAME

1. Antonio P. Nate, Jr.
2. Estelito C. Coronado
3. April Rose Mansueto
4. Diana Jean Noble
5. Alma Estrada
6. Rodrigo Cava
7. Editha Paga
8. Joseph Leo Oconer
9. Madeline de la Peña
10. Melody Ana Malano
11. Orpha Tadosa
12. Marieta Mirador
13. Ana Riza S. Marcelo
14. Daniel Garcia
15. Francia W. Tracena
16. Manolita Velasco
17. Luz Guillen
18. Ofelia Villamor
19. Philip Godwin Edralin
20. Guillermo V. Estipona, Jr.
21. Chester Casil
22. Arnold Arbolado

OFFICE

- Field Operation
-do-
HEA
FASPO
-do-
-do-
Special Prog. & Proj. Div.
-do-
Policy Studies Div.
CMMO
CARP
Legal Service
Budget Div.
-do-
Management Div.
-do-
Claims & Conflict Div.
Legal Service
General Services Div.
-do-
CMMO
SAID

23. Wilfredo Bayawa	Mowelfund-HRDS
24. Rizalyn Dela Cruz	MGB
25. Christopher Joseph Calvelo	MGB
26. Rosario Angeles	LMB
27. Concepcion Mendoza	ERDB
28. Vicente Mendoza	ERDB
29. Cherry Pink Lourdes A. Reyes	LLDA
30. Jenny de Leon	EMB

2nd Batch

1. Amelia O. Tamayo	Field Operations
2. Magnolia Q. Danganan	Special Concerns Office
3. Imelda Matubis	Policy Studies Div.
4. Jessie T. Calliboso	CARP
5. Conrado Rae de Leon	CARP
6. Jocelyn de Layola	Legal Service
7. Corazon Rodriguez	Claims & Conflicts Div.
8. Gregoria Maligsa	-do-
9. Joyce Rebebes	Law Enforcement & License Div.
10. Lilihua V. Garcia	FASPO
11. Evelyn Juanillo	-do-
12. Laila Taoingan	HEA
13. Sally Dizon	-do-
14. Cynthia Leonin	PDED
15. Bernardo Bitanga	MGB
16. Erlinda Tambasen	-do-
17. Ariel Bien	-do-
18. Christine A. Velasco	LLDA
19. Angelita Rivera	-do-
20. Donnie A. Limtian	-do-
21. Rachel Jacob	Forestry Sector Proj.
22. Lilia P. Soroca	-do-
23. Ariscalita Baker	FMB
24. Rebecca Aguda	-do-
25. Rosemarie Lessio	LMB
26. Susan Remedios	-do-
27. Maura Dimayuga	ERDB
28. Daisy Kalaw	-do-
29. Nanette Borja	-do-

RESOURCE PERSON / TRAINING STAFF

1. Prof. Emerita Cervantes
2. Two (2) TDD-HRDS Staff

All expenses relative to this undertaking in the estimated amount of Php76,000.00 for the two (2) batches to cover supplies and materials, honorarium of resource persons and food shall be chargeable against the Human Resource Development Service (HRDS) funds, subject to the usual accounting and auditing rules & regulations.

This Order shall take effect on the dates indicated above.


MANUEL D. GEROCHI
Officer-in-Charge, DENR