



Department of  
Environment and  
Natural Resources

FEB 04 2004

**DENR SPECIAL ORDER**

No. 2004 - 62

**SUBJECT: DESIGNATION OF MS. ELVIRA S. CAPARAS, DEPARTMENT CHIEF ACCOUNTANT AS OFFICER-IN-CHARGE, OFFICE OF THE DIRECTOR, FINANCIAL AND MANAGEMENT SERVICE.**

In the interest of the service and in view of the official travel of **OIC-Director, WILFREDO J. OBIEN** to Jakarta, Indonesia to attend the consultation meeting regarding the sustainability and the ASEAN contribution to the proposed 2<sup>nd</sup> Phase of ASEAN Regional Centre for Biodiversity Conservation (ARCBC), on February 4-5, 2004, **Ms. ELVIRA S. CAPARAS** is hereby designated as Officer-In-Charge, Office of the Director, Financial and Management Service in concurrent capacity.

As such, Ms. Caparas shall discharge the functions of the said office except movement of personnel and shall sign as follows:

**ELVIRA S. CAPARAS**  
Department Chief Accountant and Officer-In-Charge  
Financial and Management Service in concurrent capacity

This Order is in effect for the above duration and shall be immediately revoked upon return of OIC-Director Obien from the said travel.

*Elisea G. Gozun*  
**ELISEA G. GOZUN**  
Secretary