



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, 1100 Quezon City

**SPECIAL ORDER**  
No. 2020- 334

SEP 24 2020

**SUBJECT : AUTHORIZING THE CONDUCT OF MID-YEAR ASSESSMENT OF THE OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS AND THE OFFICES/SPECIAL PROJECTS UNDER ITS SUPERVISION**

In the interest of the service, and in order to review and assess the physical and financial accomplishment of the Offices of the Assistant Secretary for Legal Affairs and the Director for Legal Affairs Service for the 1<sup>st</sup> Semester of 2020, the conduct of a Mid-Year Assessment is hereby authorized to be held on September 29, 2020 at the Office of the Secretary Conference Room, DENR-Central Office.

The following Officials and personnel are hereby authorized to attend:

The Assistant Secretary for Legal Affairs  
The Director, Legal Affairs Service  
The Chiefs/Assistant Division Chiefs, Legal Affairs Service  
Heads/Team Leaders of Special Project, Legal Affairs Service  
Representative from the Office of the Undersecretary for Legal, Administration,  
Human Resources and Legislative Affairs  
The concerned Staff from the Office of the Assistant Secretary for Legal Affairs and  
the Office of the Director, Legal Affairs Service

The activity aims to assess the accomplishment vis-à-vis the targets of the Offices and Special Projects under the Assistant Secretary for Legal Affairs and the adjustment made to cope up with the COVID 19 pandemic, including discussion on Operational and Administrative concerns.

The Assistant Secretary for Legal Affairs is authorized to effect changes on the date and venue as may be warranted by the situation in the exigency of the service. The strict observance of the new normal protocols will be observed.

All related expenses to be incurred in the conduct of this activity shall be charged against the Assistant Secretary for Legal Affairs Funds, subject to the usual accounting and auditing rules and regulations.

A written report shall be submitted to the undersigned, fifteen (15) days after the activity.

This Order shall take effect on the date specified therein.



**ATTY. ERNESTO D. ADOBO, CESO I**

Undersecretary

Legal, Administration, Human Resources,  
and Legislative Affairs

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