



Republic of the Philippines
Department of Environment and Natural Resources
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JUN 29 2021

SPECIAL ORDER
NO. 2021 - 344

SUBJECT : AUTHORIZING THE ATTENDANCE OF MS. MA. ANNA KATRINA C. MANAPAT, MEDIA PRODUCTION SPECIALIST II OF THE PUBLIC INFORMATION DIVISION, STRATEGIC COMMUNICATION AND INITIATIVES SERVICE (PID-SCIS) IN THE ONLINE TRAINING ON SOCIAL MEDIA MANAGEMENT


In the interest of the service, and as part of the continuing capacity development, Ms. Ma. Anna Katrina C. Manapat, Media Production Specialist II of the Public Information Division, Strategic Communication and Initiatives Service (PID-SCIS) is hereby authorized to attend the Online Training on Social Media Management on July 5-6, 2021 via Zoom Application.

All expenses to be incurred in connection with Ms. Manapat's attendance to the online training, such as registration fee of Thirteen Thousand Pesos (P13,000.00), shall be charged against PID-SCIS funds, subject to the existing accounting and auditing rules and regulations.

The Assistant Secretary for Administration and Human Resources is authorized to amend this Special Order thru a memorandum in case the organizer reschedules the said activity.

Ms. Manapat shall submit an individual learning report, using the approved format, to the undersigned, through the Training and Development Division, Human Resource Development Service, seven (7) days after the completion of the activity.

This Order takes effect on the dates herein specified unless training is rescheduled.


ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary for Legal, Administration,
Human Resources and Legislative Affairs

