



Republic of the Philippines
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JUL 07 2021

SPECIAL ORDER
NO. 2021 - 359

SUBJECT : AUTHORIZING THE CONDUCT OF VIRTUAL LEARNING PROGRAM IN RECORDS MANAGEMENT

In the interest of the service and in order to enhance the skills and knowledge of records officers/custodians in Records Management, the conduct of the abovementioned virtual learning program via Google Meet Application is hereby authorized as follows:

CLUSTER	OFFICES	DATE
I	RMD-CO, Bureau, NCR, CAR, 1, 2, 3	August 9-11, 2021
II	4A, 4B, 5, 6, 7, 8	August 16-18, 2021
III	9, 10, 11, 12, 13	August 23-25, 2021

The virtual learning program shall be attended by the following DENR personnel:

Cluster I – August 9-11, 2021

Office	Participant
RMD-Central Office	Edna A. Austria
	Kareen L. Estrellado
	Kishia Mae F. Ibabao
	Jhosua E. Vallejos
Biodiversity Management Bureau	Melissa S. Urbano
Environmental Management Bureau	Nelly P. Barizo
Ecosystems Research and Development Bureau	Benjamin E. Beltran
Forest Management Bureau	Dencio Dadis
Land Management Bureau	Victor B. Balde
Mines and Geosciences Bureau	Kathleen Amor R. Berones
NCR	Myra M. Elot
EMB-NCR	Mary Kris R. Alejo
CAR	Jonathan G. Pacheco
EMB-CAR	Virginia T. Basinga
MGB-CAR	Cleofe S. Depago
PENRO-Abra	Ronalyn T. Balla
CENRO-Bangued	Ma. Glenda Joy A. Aberilla

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CENRO-Lagangilang	Hazel Mae G. Barbero
PENRO-Apayao	Eurah June A. Cawalo
CENRO -Calanasan	Ginalyn G. Viernes
CENRO -Conner	Jane B. Tupagen
PENRO -Benguet	Myrna A. Garcia
CENRO -Baguio	Agusta A. Allatiw
CENRO -Buguias	June Ray B. Cayabas
PENRO -Ifugao	Noreen K. Nabokiag
CENRO -Alfonso Lista	Venus A. Diego
CENRO -Lamut	Norma G. Belingon
PENRO -Kalinga	Rhodora B. Boclongan
CENRO -Pinukpuk	Michelle J. Bergonia
CENRO -Tabuk	Krishna Deanne B. Tallog
PENRO -Mt. Province	Myril D. Ngina
CENRO -Paracelis	Cheryce D. Gomangan
CENRO -Sabangan	Erlinda C. Fillag
REGION 1	Imelda F. Galvez
EMB-R1	Nerissa D. Ortiz
MGB-R1	Margarette S. Mangaoang
PENRO -Ilocos Norte	Josielyn F. Ufano
CENRO -N. Ilocos Norte	Mary Rose F. Acido
CENRO -S.and E. Ilocos N.	Roem C. Tunac
PENRO -Ilocos S.	Richmond John D. Rionguigui
CENRO -S. Ilocos Sur	Jyan A. Beligan
CENRO -N. Ilocos Sur	Michael Angelo A. Taborda
PENRO -La Union	Clarence A. Laigo
PENRO -Pangasinan	Evangeline C. Evangelista
CENRO - W. Pangasinan (Alaminos City)	Milagros D. Reynaldo
CENRO - C. Pangasinan (Dagupan City)	Melanie O. Dela Cruz
CENRO -E. Pangasinan	Andrea Tabitha V. Ylarde
REGION 2	Jacinta Q. Maramag
EMB-R2	Jose I. Sangab
MGB-R2	Marie Rose R. Tangan
PENRO -Batanes	Shanli C. Abad
PENRO -Cagayan	Marie Jean G. Payba
PENRO -Cagayan Sub-Office	Ma. Arlene C. Aggabao
CENRO -Alcala	James M. Espejo
CENRO -Aparri	Karla Mei B. Taguba
CENRO -Sanchez Mira	Noemi Z. Domingo
CENRO -Solana	Virginia D. Arao
PENRO -Isabela	Verene M. Callueng
PENRO -Isabela Sub-Office	Mercedita B. Dizon
CENRO -Cabagan	Vicenta S. Tumaliuan
CENRO -Cauayan	Ronald Rave Romero
CENRO -Naguilian	Aida A. Valdez
CENRO -Palanan	Fe T. Ibarra
CENRO -San Isidro	Susan S. Calanguian
PENRO -Nueva Vizcaya	Evelyn E. Gelacio
PENRO -Nueva Vizcaya Sub-Office	Vanessa N. Barroga

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CENRO -Aritao	Marilou K. Malano
CENRO -Dupax	Carren Jae M. Bumidang
PENRO - Quirino	Abbygail Y. Oria
CENRO -Diffun	Jasmine Love N. De Vera
CENRO -Nagtipunan	Jay N. Pindog
REGION 3	Josephine B. Dayrit
EMB-R3	Ma. Theresa S. Pangilinan
MGB-R3	Lyn C. Sibug
PENRO - Aurora	Liann B. Dilla
CENRO -Casiguran	Zylene Grace Amatorio
CENRO -Dingalan	Rizaldie A. Agpoon
PENRO - Bataan	Paula Bianca M. Hilario
CENRO -Bagac	Vnaida S. Hapin
CENRO -Dinalupihan	Normie D. Acedera
PENRO - Bulacan	Abelardo C. Manio, Jr.
CENRO -Baliwag	Juanito A. Cuntapay
CENRO -Guiguinto	Roselda P. Cailipan
PENRO - Nueva Ecija	Rufina T. Gutoc
CENRO -Cabanatuan	Emmanuelyn K. Puno
CENRO -Science City of Munoz	Harlene M. Vililia
PENRO - Pampanga	Adrian Salonga
PENRO - Tarlac	Liberty B. Jose
CENRO -Camiling	Shirley M. Nazarro
CENRO -Capas	Palma Day E. De Marucut
PENRO - Zambales	Kheytye Jean A. Reyes
CENRO -Masinloc	Christine joy E. Ealdama
CENRO -Olongapo City	Teresita G. Tagara

Cluster II – August 16-18, 2021

Office	Participant
REGION 4A	Dick Jones D. Macusi
EMB-R4A	Marife G. Penano
MGB-R4A	Bernadette B. Fernandez
PENRO - Batangas	Reymunda A. Andal
CENRO -Calaca	Dexter D. Umali
CENRO -Lipa City	Ana Maria J. Coronel
PENRO Cavite	Queenleth C. Penalba
PENRO - Laguna	Abigail C. Ongkiatco
CENRO -Sta. Cruz	Ken G. Abadier
PENRO - Quezon	Shiela Marie V. Danao
CENRO -Calauag	Eduardo R. Acuña
CENRO -Catanauan	Lottie D. Peñarada
CENRO -Real	Shirley S. Deveza
CENRO -Tayabas	Shira Isa R. Borja
PENRO - Rizal	Charlotte Unique C. Unlayao
REGION 4B	Michelle B. Tuyan
EMB-R4B	Linda M. Paladio
MGB-R4B	Elenita D. Cabueños

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PENRO -Marinduque	Manoel Christian S. Munar
PENRO -Mindoro Occ.	Ann Cheryl Jane V. Hernandez
CENRO -Sablayan	John Senry B. Fulgar
CENRO -San Jose	Maria Paz C. Capitan
PENRO -Mindoro Or.	Noeme P. Alcancia
CENRO -Roxas	Venice Angela D. Viros
CENRO -Socorro	Marjorie Joyce S. Acuzar
PENRO -Palawan	Rhea D. Juab
CENRO -Brooke's Point	Cynthia A. Eyala
CENRO -Coron	Ruby Ann F. Echague
CENRO -Puerto Princesa City	Nova Bille G. Viterbo
CENRO -Quezon	Mercy T. Mate
CENRO -Roxas	Ma. Christine G. Sindayen
CENRO -Taytay	Elvie G. Base
PENRO -Romblon	Joevir J. Cabaron
REGION 5	Francia N. Bacea
EMB-R5	I-Ra Rocelle M. Benedito
MGB-R5	Donna N. Macinas
PENRO -Albay	Laila M. Miraflor
CENRO -Guinobatan	Dolores P. Princesa
PENRO -Camarines N.	Ramely C. Urbano
PENRO -Camarines S.	Jocelyn C. Nale
CENRO -Iriga City	Suzette R. Evangelista
CENRO -Sipocot	Benjie B. Buag
CENRO -Goa	Peter Aurel J. Orata
PENRO -Catanduanes	Joy G. Cambronero
PENRO -Masbate	Relaine P. Bulan
CENRO -Mobo	Gerald D. Lupango
CENRO -San Jacinto	Loida B. De Los Santos
PENRO -Sorsogon	Marilou A. Bongon
REGION 6	Pinky C. Penafiel
EMB-R6	Phoebe Jones Portillo
MGB-R6	Rosalyn M. Bugna
PENRO-Aklan	Mae Ann V. Inawasan
PENRO-Antique	Selda J. Las Piñas
CENRO -Belison	Mary Grace B. Lavilla
CENRO -Culasi	Jocelyn Dimaclid
PENRO -Capiz	Georlyn R. Bereber
PENRO -Guimaras	Mary Grace M. Macayan
PENRO -Iloilo City	Rolly B. Surmion
CENRO -Barotac Nuevo	Ma. Nora M. Gison
CENRO -Guimbal	Francisco T. Gallego III
CENRO -Sara	Sheimar Quinn Babor
PENRO -Negros Occ.	Ma. Theresa A. Isiderio
CENRO -Bago City	Lalaine S. Pabuaya
CENRO -Cadiz City	Angela T. Tabiolo
CENRO -Kabankalan City	Rheian G. Besmanos
REGION 7	Inocencia M. Casia

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EMB-R7	Anna Lei G. Lucmayon
MGB-R7	Pedro P. Semblante, Jr.
PENRO -Bohol	Ma. Mildred T. Relampagos
CENRO -Tagbilaran City	Godofreda P. Carajay
CENRO -Talibon	John Romar P. Cajés
PENRO -Cebu	Vesper P. Aviles
CENRO -Argao	Balbina O. Pantinople
CENRO -Cebu	Jocelyn Dela Torre
PENRO -Negros Or.	Reuben Rafael M. Songco
CENRO -Ayungon	Aaron D. Abueva
CENRO -Dumaguete	Debbie C. Requilino
PENRO -Siquijor	Rhey Anne G. Alvarico
REGION 8	Ma. Shiela P. Cui-Sumpo
EMB-R8	Ladylle B. Oledan
MGB-R8	Gloria A. Dumas
PENRO -Biliran	Randy P. Cempron
PENRO -E. Samar	Susan Claire A. Samuray
CENRO -Borongan City	Annaviv Zacate-Limbo
CENRO -Dolores	Smith Jiff Agda
PENRO -Leyte	Patrick A. Katada
CENRO -Baybay	Bernardo P. Gajes, Jr.
CENRO -Ormoc	Mila L. Flores
CENRO -Palo	Evelyn J. Caca
PENRO -N. Samar	Darlene A. Loreto
CENRO -Catarman	Gerardo T. Peru
PENRO -Samar	Andrea Charlotte B. Macabare
CENRO -Catbalogan	Christina A. Udquin
CENRO -Sta. Rita	Nanilyn G. Obregoso
PENRO -S. Leyte	Sheena Bianca B. Buncaras
CENRO -Maasin City	Lloyd Z. Bantug
CENRO -San Juan	Cheryl M. Adal

Cluster III – August 23-25, 2021

Office	Participant
REGION 9	Norisa O. Bertoldo
EMB-R9	Jerry John Torres
MGB-R9	Evangelina N. Pueblos
PENRO -Zambo D.N.	Gemmarie G. Valerozo
CENRO -Liloy	Tydnellyn N. Espiritu
CENRO -Manukan	Fe A. Magdula
CENRO -Pinan	Ma. Louise P. Sugod
CENRO -Siocon	Ruby Ann M. Campaner
PENRO -Zambo D.S.	Candelaria N. Araojo
CENRO -Guipos	Victorio V. Castillo
CENRO -Ramon Magsaysay	Beverly P. Ya-on
PENRO -Zambo Sibugay	Dionaldo U. Gonzaga
CENRO -Imelda	Roldan D. Alajas
CENRO -Kabasalan	Mildred T. Antigua
CENRO -Zamboanga City	Ma. Theresa P. De la Paz

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REGION 10	Ma. Theresa A. Migallon
EMB-R10	Norannie M. Ampang
MGB-R10	Cyril B. Bichara
PENRO -Bukidnon	Marites C. Salo
CENRO -Don Carlos	Mary Ann C. Paggao
CENRO -Valencia City	Mark Lester T. Timoteo
CENRO -Manolo Fortich	Juliet F. Maraviles
CENRO -Talakag	Melanie O. Salvador
PENRO -Camiguin	Liezel R. Castino
PENRO -Lanao D.N.	April Rose Talaba-Arellano
CENRO -Iligan City	Aslimah B. Muti
CENRO -Kolambugan	Hidaya T. Macaombao
PENRO -Misamis Occ.	Alielor Jarantilla
CENRO -Oroquieta	Nanette S. Violon
CENRO -Ozamis City	Roxanne B. Gomez
PENRO -Misamis Or.	Armi Muriel C. Lloren
CENRO -Initao	Monaliza V. Uy
CENRO -Gingoog	Donald A. Calingin
REGION 11	Edmundo C. Baba
EMB-R11	Genevieve V. Vidanes
MGB-R11	Estrella C. Casanaan
PENRO -Davao D. N.	Ida Y. Castillo
CENRO -Panabo City	Edelveiss P. Lio
CENRO -New Corella	Venice Reynaldo Guerrero
PENRO -Davao D.S.	Aline P. Raymundo
CENRO -Davao City	Nelly D. Yee
CENRO -Digos	Rosario C. Abejaron
CENRO -Malalag	Clarice Thea M. Barredo
PENRO -Davao Occ.	Lorevi S. Namocatcat
PENRO -Davao Or.	Peter Vincent O. Hingpit
CENRO -Baganga	Roy A. Diaz
CENRO -Lupon	Edwin D. Udtohan
CENRO -Mati City	Nelba O. Hingpit
CENRO -Manay	Diana Rose G. Masanguid
PENRO -Compostela Valley/Davao de Oro	Jessielyn D. Espinosa
CENRO -Maco	Desiree Jane C. Conserva
CENRO -Monkayo	Juneette L. Dela Cruz
REGION 12	Benje P. Legayada
EMB-R12	Febe T. Arana
MGB-R12	Dimple R. Tenorio
PENRO -N. Cotabato	Susan H. Bongaitan
CENRO -Matalam	Mary Grace S. Macion
CENRO -Midsayap	Rebecca L. Antonio
PENRO -Sarangani	Irish Amor R. Talatagod
CENRO -Glan	Jenny N. Baylon
CENRO -Kiamba	Esperanza S. Orillaneda

PENRO -S. Cotabato	Lovelyn G. Mama
CENRO -Banga	Mary Joy J. Manalao
CENRO -General Santos	Jehanne R. Basher
PENRO -Sultan Kudarat	Jasmine J. Antonio
CENRO -Kalamansig	Benjie M. Yongque
CENRO -Tacurong	Aileen D. Basanes
REGION 13	Cecile T. Espenido
EMB-R13	Rose Jane E. Ladaran
MGB-R13	Jessiebeth L. Real
PENRO -Agusan D.N.	Josephine A. Dagcuta
CENRO -Nasipit	Marilou A. Gayona
CENRO -Tubay	Grace Monteclaro
PENRO -Agusan D.S	Annie Grace B. Babia
CENRO -Bayugan	Vicente D. Moran
CENRO -Bunawan	Ellah S. Ortilano
CENRO -Loreto	Michael B. Pelayo
CENRO -Talacogon	Genevieve C. Estenzo
PENRO -Dinagat	Ruel E. Betinol
PENRO -Surigao D.N.	Deity Y. Beril
CENRO -Tubod	Charlie B. Tenoso
PENRO -Surigao D.S.	Harlita E. Diaz
CENRO -Cantilan	Lina A. Urbiztondo
CENRO -Bislig	Jessa Riel J. Dingding
CENRO -Liangá	Thenine D. Pelos

Participants shall cascade the activity based on the action plan developed during the workshop and approved by their respective heads of office.

All expenses to be incurred in relation to this activity shall be charged against DENR funds, while expenses of participants from their official stations shall be charged against their respective office funds subject to usual accounting and auditing rules and regulations.

The reports of the said activity shall be submitted to the undersigned fifteen (15) days after the conduct of the last workshop.

The Assistant Secretary for Administration and Human Resources is hereby authorized to amend and reschedule all the aforementioned activities in case of unavailability of the resource persons, or conflict of schedule with other activities of the Department.

This Order shall take effect on the dates specified herein.

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



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF ENVIRONMENT
AND NATURAL RESOURCES



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