



Republic of the Philippines
Department of Environment and Natural Resources
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SPECIAL ORDER
No. 2021 - 455

AUG 27 2021

**SUBJECT: AUTHORIZING THE CONDUCT OF WEBINAR
ON EFFECTIVE SPEAKING AND PRESENTATION SKILLS
BATCH 2**

In the interest of the service and in order to enhance the ability of employees to actively listen, understand and respond appropriately when interacting with others, the Webinar on Effective Speaking and Presentation Skills Batch 2 is hereby authorized to be conducted on September 1-3, 2021, from 8:00 am to 4:00 pm via Zoom platform. The following are authorized to attend:

I. Learners for Batch 2 (September 1-3, 2021)

	Name	Office
1.	Everly J. Guerrero	Office of the Assistant Secretary for Field Operations - Mindanao and Legislative Affairs
2.	Diana P. Noble	Office of the Assistant Secretary for Administration and Human Resources
3.	Ma. Victoria T. Somera	Office of the Assistant Secretary for Field Operations-Mindanao and Legislative Affairs
4.	Ma Josefina Lynn G. Torio	Office of the Assistant Secretary for Policy, Planning and Foreign Assisted and Special Projects
5.	Elvira F. Samillano	Financial and Management Service
6.	Coney S. Teston	Financial and Management Service
7.	Lea Marie S. Fajardo	Financial and Management Service
8.	Caroline B. Mahusay	Financial and Management Service
9.	Tricia Beatrice Pelayo	Financial and Management Service
10.	Maribelle Grace C. Garcia	Financial and Management Service
11.	Angielita L. Gaerlan	Financial and Management Service
12.	Katrina Rose M. Agulto	Financial and Management Service
13.	Nehemiah Leo Carlo B. Salvador	Policy and Planning Service
14.	Fretziel G. Catugda	Policy and Planning Service
15.	Juvy Ann A Dacasin	Policy and Planning Service
16.	Mary Lou L. Retos	Policy and Planning Service
17.	Amisol B. Talaria	Policy and Planning Service
18.	Ma. Rosalina V. Ablang	Foreign-Assisted and Special Projects Service
19.	Rosemarie L. Carbon	Foreign-Assisted and Special Projects Service
20.	Isabel D. Salas	Foreign-Assisted and Special Projects Service
21.	Hannah Louise C. Ritual	Foreign-Assisted and Special Projects Service
22.	Franelie T. Dela Cruz	Strategic Communications and Initiatives Service
23.	Primo Carlo P. Saraos	Legal Affairs Service
24.	Claro M. Aquino	Human Resource Development Service
25.	Rommel P. Romulo	Administrative Service

II. Learning Event Team

Event shall be facilitated by the Competency Development Section of the Training and Development Division.


All expenses to be incurred in this activity such as supplies and materials, Subject Matter Expert professional fees, and other related expenses shall be charged against HRDS funds, subject to the usual accounting and auditing rules and regulations.

This learning course shall have an equivalent of eighteen (18) training hours, and only those who will complete the total number of training hours shall receive Certificate of Completion.

A report containing the highlights and recommendations shall be submitted to the undersigned fifteen (15) working days after the completion of the activity.

The Assistant Secretary for Administration and Human Resources is authorized to amend and/or re-schedule the activity in case of conflict with other activities of the Department or unavailability of the Subject Matter Expert.

This Order takes effect on the dates specified herein unless reset to another date.


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

