

Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
Tel. Nos. 929-6626 to 29; 929-6633 to 35  
926-7041 to 43; 929-6252; 929-1669  
Website: <http://www.denr.gov.ph> / E-mail: [web@denrgov.ph](mailto:web@denrgov.ph)

**SPECIAL ORDER**  
No. 2021 - 625

NOV 12 2021

**SUBJECT: AMENDING SPECIAL ORDER NO. 2020-298  
DESIGNATION OF OIC, ASSISTANT DIVISION  
CHIEF OF THE ACCOUNTING DIVISION**

In the interest of the service and in order to ensure the smooth flow of operation in the Accounting Division, Special Order No. 2020-298 designating Ms. Marivic B. Hidalgo as OIC, Assistant Division Chief is hereby amended. The following Section Chiefs are designated as OIC, Assistant Division Chief of the Accounting Division on rotation basis:

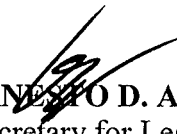
NAME	DESIGNATION	SCHEDULE
Ms. Nenita L. de Leon	Chief, Remittance and Reconciliation Section	1 <sup>st</sup> to 7 <sup>th</sup> day of the Month
Ms. Leodina A. Laddaran	Chief, Revenue and Consolidation Section	8 <sup>th</sup> to 15 <sup>th</sup> day of the Month
Mr. Ronald B. Nilo	Chief, Bookkeeping Section	16 <sup>th</sup> to 22 <sup>nd</sup> day of the Month
Ms. Evangeline F. Limyoco	Chief, Disbursement Section	23 <sup>rd</sup> to 30 <sup>th</sup> /31 <sup>st</sup> day of the month

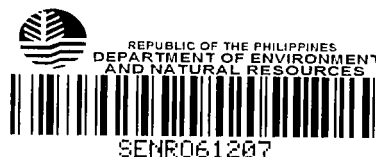
As such, the Section Chiefs, shall perform the following tasks:

- Sign Disbursement Vouchers and all claims up to One Hundred Thousand Pesos (Php 100,000.00);
- Act as In-Charge of the Accounting Division in the absence of the Division Chief;
- Other tasks as maybe assigned.

All other provisions of Special Order No. 2020-298 shall remain valid until revoked in writing.

This order shall take effect immediately and supersedes all other issuances inconsistent herewith.

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



SENRO61207