

Republic of the Philippines
Department of Environment and Natural Resources

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NOV 15 2021

SPECIAL ORDER
No. 2021 - 630

**SUBJECT : CREATION OF AN AD HOC INSPECTION COMMITTEE
FOR THE MAJOR REPAIR AND REHABILITATION
WORKS OF OLD SECAL BUILDING**

In the interest of the service and in order to ensure the smooth implementation of the repair/rehabilitation of the old SECAL building, an Ad Hoc Inspection Committee is hereby created to be composed of the following:

Chairperson - Engr. Felix Lechoncito, Engineer III-DENR-FMB


Members - Engr. Jaime Jacobo, Administrative Officer V-DENR-GSD
Engr. Rodolfo Lipaopao, Engineer II-DENR-FMB
Ar. Katrina Carla Catapang, Administrative Officer IV-DENR-GSD
Angelito Estrada, Administrative Assistant V-DENR-GSD
Irwin Jacob Serrano, Project Development Officer-DENR-FMB

The following are the responsibilities of the Ad Hoc Inspection Committee:

1. Assist the engineers of the Department of Public Works and Highways (DPWH) in the conduct of inspection and monitoring of construction activities;
2. Ensure that the terms and conditions under Memorandum Agreement (MOA), Terms of Reference (TOR) and Architectural Design/Plan are strictly implemented;
3. Recommend materials to be installed and secure approval from the Director of the Forest Management Bureau (FMB) and the Director of the Administrative Service of DENR C.O or any duly authorized representative;
4. Prepare and submit observation/recommendation to DPWH for any non-compliance with the TOR, Architectural Design/Plan, and the rules and regulations being implemented within the DENR Central Office;
5. Verify and validate the submitted weekly progress report by the contractor to the Director of the Forest Management Bureau (FMB) and the Director of the Administrative Service;
6. Perform other related activities as may be necessary to achieve the objective of the project.

The funds needed for the purpose shall be charged against the budget of their respective offices subject to the usual accounting and auditing rules and regulations.

This Order shall take effect immediately.


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

