



Republic of the Philippines  
Department of Environment and Natural Resources  
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**SPECIAL ORDER**  
No. 2021- 693

DEC 01 2021

**SUBJECT: AUTHORIZING THE CONDUCT OF THE TRAINING AND DEVELOPMENT DIVISION FY 2021 YEAR-END ASSESSMENT AND WORK-LIFE BALANCE CAMP**

In the interest of the service and in order to assess the training programs of the Department, the conduct of the Training and Development Division FY 2021 Year-end Assessment and Work-Life Balance Camp is hereby authorized, to be held in Batangas, Region IV-A CALABARZON on 14-16 December 2021. The following are authorized to attend:

**A. Participants**

**Group 1**

Name	Position
Marilou S. Mendoza	Administrative Officer V
Audrey T. Rosete	Administrative Officer IV
Ethelvec DG. Mataga	Administrative Officer IV
Shirley C. Latoja	Administrative Officer IV
Nenzel Kate L. Kaiklian	Administrative Officer II
Francesca Glen G. Ymata	Administrative Officer II
Ezekiel P. Gonzales	Administrative Officer II
Madeleine L. Mercado	Administrative Aide VI

**Group 1 Secretariat :** Gedion delos Reyes  
1 Representative from the Region IVA

**Group 2**

Bernardita S. Tubang	Administrative Officer V
Jennibelle I. Santos	Administrative Officer IV
Inghrid S. Busa	Administrative Officer IV
Isaiah B. Padre	Administrative Aide VI
Ma. Hecyleen G. Magculang	Project Support Officer
Christine Ivy Inocencio	Project Development Officer

**Group 2 Secretariat :** Cyril Remo V. Reyes  
1 Representative from the Region IVA

### Group 3

Carlos A. Bartolata, Jr.	Administrative Officer V
Castor A. Cabrera	Administrative Officer IV
Jesah Lou T. Cabañero	Administrative Officer II
Jenifer P. Santelices	Administrative Assistant II
Keziah Jael Concepcion C. Aguirre	Administrative Assistant II
Myrene G. Tarlac	Administrative Assistant II

**Group 3 Secretariat** : Kim Bryan Mendoza  
1 Representative from the Region IVA

### Group 4

Angelita E. Tolentino	Administrative Officer V
Kristiansen E. Ortanez	Administrative Officer IV
Carlo C. Fajardo	Administrative Officer IV
Luisito P. Estacio	Administrative Assistant II
Jan Michael DC. Campued	Administrative Aide VI
Elmer V. Alba	Administrative Aide IV

**Group 4 Secretariat** : Jay Mhar Sta. Ana  
1 Representative from the Region IVA

### B. Resource Persons

Director Ric G. Enriquez, *Ph.D., CESO III*  
Forester Wilson E. Henson

### C. Event Secretariat

Gregorio Alexius M. Caayao, Supervising Administrative Officer, HRDS-TDD  
Harold D. Bayan, Administrative Aide VI, HRDS TDD


All expenses to be incurred relative to the conduct of the said event shall be charged against HRDS funds, subject to the usual accounting and auditing rules and regulations.

The DENR Region IV-A shall provide logistical support for the smooth conduct of the program.

The Assistant Secretary for Administration and Human Resources is authorized to amend and/or reschedule the activity in case of conflict with other activities of the Department occurs or unavailability of the resource person.

A report of the activity shall be submitted to the undersigned within fifteen (15) working days after the completion of the event.

This Order shall take effect on the dates herein specified.

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

