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Department of Environment and Natural Resources  
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NOV 09 2021

**SPECIAL ORDER**

No. 2021- 739

**SUBJECT: AUTHORIZING THE ATTENDANCE OF MS. ANTOINETTE Q. DE LEON, EXECUTIVE ASSISTANT V OF THE OFFICE OF THE UNDERSECRETARY FOR ENFORCEMENT TO THE PUBLIC SERVICE VALUES PROGRAM (BATCH 16) OFFERED BY THE CIVIL SERVICE COMMISSION**

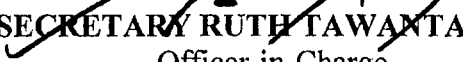
In the interest of the service and as part of the continuing capacity development of DENR personnel, Ms. Antoinette Q. de Leon, Executive Assistant V, Office of the Undersecretary for Enforcement (OUE) is hereby authorized to attend the "Public Service Values Program (Batch 16) offered by the Civil Service Commission on November 9, 11, 16, 18, 23 and 25, 2021 via online.

All expenses to be incurred in connection with her attendance to the activity, including the registration fee, shall be charged against OUE funds, subject to the existing accounting and auditing rules and regulations.

The Assistant Secretary for Administration and Human Resources is authorized to amend this Special Order through a Memorandum in case of changes/addition of participants and conflict in the event schedule.

Ms. de Leon shall submit an Individual Learning Report to the Office of the Undersecretary for Legal, Administrative, Human Resources and Legislative Affairs through the Training and Development Division, Human Resources Development Service, seven (7) days after completion of the event.

This Order takes effect on the dates herein specified.

  
**ASSISTANT SECRETARY RUTH TAWANTAWAN, CESO II**  
Officer-in-Charge  
Office of the Undersecretary for Administration and Human Resources

