



Republic of the Philippines  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Visayas Avenue, Diliman, Quezon City  
Tel. No. 929-66-26

MAR 01 2022

**SPECIAL ORDER**

No. 2022- 102

**SUBJECT: DESIGNATING DIRECTOR IV HIRO V. MASUDA CESO III OF THE STRATEGIC COMMUNICATION AND INITIATIVES SERVICE AS DIRECTOR OF DOCUMENT MANAGEMENT AND CONTROL STAFF (DMCS), OFFICE OF THE SECRETARY IN CONCURRENT CAPACITY**

In the interest of service, Director IV Hiro V. Masuda, *DBA, CESO III* of the Strategic Communication and Initiatives Service, is hereby designated as Director of the Document Management and Control Staff (DMCS) within the Office of the Secretary, in concurrent capacity.

As such, he shall be responsible for the day-to-day operations of DMCS pursuant to Department Administrative Order No. 2008-10, and shall report directly to the undersigned in addition to his present duties and functions as the Director of Strategic Communication and Initiatives Service in accordance with existing laws, rules and regulations.

He is entitled to claim representation and transportation allowances (RATA) and all other emoluments pertinent to his position, subject to the existing accounting and auditing rules and regulations. He shall inform the undersigned in writing, through channels, of his compliance with this Order.

This Order shall take effect immediately.

*JIM O. SAMPULNA, CESO I*  
OIC-Secretary

