



MAR 23 2022

SPECIAL ORDER

No. 2022- 189

SUBJECT: AUTHORIZING THE CONDUCT OF A THREE-DAY WORKSHOP IN UPDATING THE PERSONNEL SERVICES ITEMIZATION AND PLANTILLA OF PERSONNEL (PSIPOP) FOR FISCAL YEAR 2023 PS REQUIREMENTS TO BE HELD ON MARCH 23-25, 2022

In the interest of the service and in order to ensure the correct and sufficient budget allocation of the PS requirements for inclusion in the FY 2023 Budget Proposal and minimize the incurrence of PS deficiencies, the conduct of a three-day workshop on updating the Personnel Services Itemization and Plantilla of Personnel (PSIPOP) is hereby authorized to be held on March 23-25, 2022 at Region 3 to be attended by the following personnel:

	Learners	Position Title	Office
A. Staff Bureaus			
1.	Bryan Emil V. Remo	Administrative Assistant II	ERDB – Budget Section
2.	Adrienne Patrick G. Villegas	Human Resource Management Assistant I	ERDB – Personnel Section
3.	Ma. Djemnah Arias	Administrative Assistant II	BMB – Budget Section
4.	Kathleen Joyce M. Jakosalem	Administrative Assistant II	BMB – Personnel Section
5.	Sarah W. Solomon	Administrative Assistant II	LMB – Budget Section
6.	Harold Chester V. Digma	Administrative Assistant I	LMB – Personnel Section
7.	Victor O. See, Jr.	Statistician I	FMB – Budget Section
8.	Juhaira A. Mustapha	Administrative Assistant II	FMB – Personnel Section
B. Regional Offices			
9.	Mylyn G. Mendoza	Administrative Officer II	NCR – Budget Section
10.	Rowena C. Medalla	Administrative Officer V	NCR– Personnel Section
11.	Charmaine E. Dacug	Administrative Officer IV	NCR– Personnel Section
12.	Cristina G. Suminguit	Administrative Officer II	R1 – Budget Section
13.	Jason L. Trinidad	Administrative Officer II	R1– Personnel Section
14.	Gerilyn B. Antonio	Administrative Officer II	CAR – Budget Section

15.	Jocelyn B. Araña	Administrative Officer II	CAR – Personnel Section
16.	Jocelyn T. Elpedes	Administrative Officer V	R2 – Budget Section
17.	Mariflor Cepeda Tumanguil	Administrative Officer V	R2 – Personnel Section
18.	Joan M. Magat	Administrative Officer II	R3 – Budget Section
19.	Anita G. Manansala	Administrative Officer II	R3 – Personnel Section
20.	Lailanie Q. Burnett	Administrative Officer II	R4A – Budget Section
21.	Joseph Garner Tana	Administrative Assistant III	R4A – Personnel Section
22.	Sheila A. Cerezo	Administrative Officer II	R4B – Budget Section
23.	Blenda A. Hulleza	Administrative Assistant III	R4B – Personnel Section
24.	Marites Janaban	Administrative Officer V	R5 – Budget Section
25.	Rodelia Elep	Administrative Officer III	R5 – Personnel Section
26.	Analiza J. Colomer	Administrative Officer II	R6 – Budget Section
27.	Gloria A. Drilon	Administrative Officer II	R6 – Personnel Section
28	Lilibeth G. Casul	Supervising Administrative Officer	R7 – Budget Section
29.	Charmie A. Regudo	Administrative Officer V	R7 – Personnel Section
30.	Adelene Alberca	Administrative Officer II	R7 – Personnel Section
31.	Jenefer S. Sabas	Administrative Assistant II	R8 – Budget Section
32.	Rochelyn D. Negru	Administrative Officer IV	R8 – Personnel Section
33.	Lielani L. Valmonte	Administrative Officer V	R9 – Budget Section
34.	Jocelyn Dionisio	Administrative Officer II	R9 - Personnel Section
35.	Janeth M. Jaranilla	Administrative Officer IV	R10 – Budget Section
36.	Esperanza M. Domingo	Administrative Officer V	R10 – Personnel Section
37.	Gloria Pastor	Administrative Officer IV	R11 – Budget Section
38.	Llane B. Bandong	Administrative Officer II	R11 – Personnel Section
39.	Dennis Flores	Engineering Aide	R12 – Budget Section
40.	Jessie Anne V. Dichoso	Administrative Officer V	R12 – Personnel Section
41.	Vilma C. Manpatilan	Administrative Officer V	R13 – Budget Section
42.	Rosemarie L. Eben	Administrative Assistant III	R13 – Personnel Section

C. Central Offices			
43.	Angelito V. Fontanilla	Director	Central Office - FMS
44.	Maybell N. Mangubos	Chief Administrative Officer	Central Office – Budget Division
45.	Marlyn G. Baltazar	Administrative Officer IV	Central Office – Budget Division
46.	Concepcion C. Cunanan	Administrative Officer IV	Central Office – Budget Division
47.	Jennelyn B. Reyeg	Administrative Officer IV	Central Office – Budget Division
48.	Mary Giselle C. Valdez	Administrative Officer IV	Central Office – Budget Division
49.	Mary June D. Aliwalas	Administrative Officer IV	Central Office – Budget Division
50.	Mary Ann B. Bandolin	Administrative Officer IV	Central Office – Budget Division
51.	Emerson P. Gorospe	Administrative Officer II	Central Office – Budget Division
52.	Mary Grace Ortiz	Administrative Officer II	Central Office – Budget Division
53.	Dolores P. Tuason	Supervising Administrative Officer	Central Office – Personnel Division
54.	Jolly Ann M. Versoza	Administrative Officer V	Central Office – Personnel Division
55.	Marilou Zipagan	Administrative Officer IV	Central Office – Personnel Division
D. Resource Persons			
56.	Miriam M. Marcelo	OIC - Director	Central Office - HRDS
57.	Bureau-E Representatives/ ICTSS/ OPCMDS		DBM
E. Administrative Staff - Secretariat			
58.	Genesis Bauzon	Administrative Officer II	Central Office – Management Division
59.	Alicia D. Torio	Administrative Officer V	Central Office – Budget Division
60.	Tricia Beatrice Pelayo	Administrative Officer IV	Central Office – Budget Division
61.	Marika Joy D. Antonio	Administrative Officer II	Central Office – Budget Division

62.	Julius P. Palaganas	Administrative Assistant II	Central Office – Budget Division
63.	Jovan Christian R. Opeña	Administrative Assistant II	Central Office – Budget Division
64.	Ma. Aices B. Acompañado	Data Budget Management Assistant	Central Office – Budget Division

In the observance of health protocols, all participants in this Special Order shall be physically present at the venue. Those concerned personnel not listed in this Special Order but wish to attend may join via Zoom platform through the link or Meeting ID and Passcode below:

Link: <https://bit.ly/PSIPOPWorkshop2022>

Meeting ID: **975 8190 1282**

Passcode: **DENRFMS**

The Training and Development Division (TDD) shall provide two (2) facilitators/emcees for this learning event.

The Director for Financial and Management Service shall take the lead in this undertaking and is authorized to change the venue and amend/re-schedule the activity in case of conflict with other programs/activities of the Department or availability of the Resource Persons.

All expenses to be incurred in the conduct of the abovementioned activity shall be charged against DENR Funds. Actual expenses incurred by the Bureaus/Regional Offices participants shall be charged against the respective offices' funds, subject to the usual accounting and auditing rules and regulations.

A report shall be submitted by the Budget Division to the undersigned within fifteen (15) days after the activity.

This Order shall take effect on the dates specified herein unless moved to another date.

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

