



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

MAY 16 2022

SPECIAL ORDER

No. 2022- 353

SUBJECT : DESIGNATING PLANNING OFFICER V MELINDA C. CAPISTRANO AS OIC DIRECTOR, POLICY AND PLANNING SERVICE

In the interest of the service, Planning Officer V Melinda C. Capistrano is hereby designated as OIC Director of the Policy and Planning Service.

As such, she shall clear herself of all work, property and financial accountabilities in her present station before reporting to her new assignment. She shall perform the duties and responsibilities of the position in accordance with pertinent laws, rules and regulations. She shall be entitled to claim representation and transportation allowances, subject to applicable accounting and auditing rules and regulations.

She shall inform the undersigned in writing, through the Human Resource Development Service, of her compliance herewith.

This Order takes effect immediately and supersedes all orders inconsistent herewith.

JIM C. SAMPULNA, CESO I
Acting Secretary

