



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

JUN 21 2022

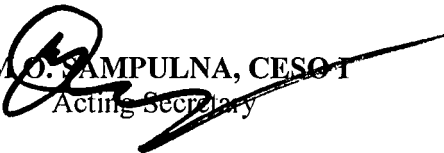
SPECIAL ORDER
No. 2022- 482

SUBJECT: DESIGNATION OF EXECUTIVE ASSISTANT III ABDUL BASIR A. TULON AS ADMINISTRATIVE OFFICER OF THE OFFICE OF THE UNDERSECRETARY FOR SPECIAL CONCERNS, MUSLIM AFFAIRS AND BARMM

In the interest of the service, Executive Assistant III Abdul Basir A. Tulon is hereby designated as Administrative Officer of the Office of the Undersecretary for Special Concerns, Muslim Affairs and BARMM. As such, he shall perform the following functions, in addition to his present duties and responsibilities. He is hereby authorized to:

1. review and sign the Daily Time Records (DTRs) of coterminous and contract of service personnel and other related documents of the Office;
2. sign Action Plans and Performance Reports of Contract of Service staff; and
3. review and sign Obligation Request and Status (ORS- Box A) of coterminous and contract of service personnel claiming for travelling expenses.

This Order shall take effect immediately.


JIM O. SAMPULNA, CESO-1
Acting Secretary

