



Republic of the Philippines
Department of Environment and Natural Resources
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SPECIAL ORDER

NOV 03 2022

No. 2022 - 752

SUBJECT: AUTHORIZING THE CONDUCT OF ORIENTATION AND WRITESHOP ON QUALITY MANAGEMENT SYSTEM (QMS) CUM CLIENT SATISFACTION

In the interest of the service and to improve the system of the Administrative Service pertaining to policies, procedures and controls necessary for the organization to deliver high quality service to clientele; and therefore increase customer satisfaction, the Orientation and Writeshop on Quality Management System (QMS) cum Client Satisfaction is hereby authorized to be conducted on 03-04 November 2022 at the DENR Social Hall.

The following officials and personnel are authorized to attend the training/workshop:

1. Office of the Assistant Secretary for Administration and Legislative Affairs

Asec. Dr. Joan A. Lagunda, MNSA
Ms. Anne Marie Nilles
Ms. Angelica Tugade
Ms. Analyn Torres

2. Office of the Director, Administrative Service

Dir. Rolando Castro
Ms. Joy Rodriguez
Mr. Ricardo Catapang
Ms. Maylyn Solis
Ms. Veronica Regalado

3. Records Management Division

Ms. Jocelyn B. De Layola
Mr. Ramil C. Mangubos
Ms. Marisol Gaurana
Ms. Edna Asuncion
Mr. Justo Neyra, Jr.
Ms. Kareen Estrellado
Ms. Anna Theresa Fernandez
Ms. Meligyn Zipagan
Ms. Pamela Jane Lucañas
Ms. Carol Maderazo
Mr. Joseph Noval
Mr. Rex Bustamante
Mr. Vann Llamera
Mr. Jovi Jon Odencia
Ms. Katherine Puertollano

4. General Services Division

Engr. Guillermo Estipona, Jr.
Dra. Melinda Jarabe
Arch. Jamilye Vanessa Saplagio
Ms. Lenerita Cunanan
Ms. Flor Tangco
Mr. Jonathan Santiago
Ms. Cecille Unarce
Mr. Nel James Aquino
Mr. Joseph Esperanza
Ms. Ma. Cristina Ishida
Mr. John Clarence Escubio
Mr. Francis Naldo
Engr. Jay Alconis
Mr. Angelito Espiritu
Mr. Raymin Renald Zamora
Mr. Richard Dela Cruz

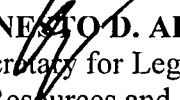
5. Property and Supply Management Division

Engr. Gilbert Mondroy
Ms. Digna Cases
Mr. Orland Javier
Mr. Jefferdick Benito
Mr. Eulogio Valdez
Ms. Ma. Rosario Santiago
Ms. Jessa Montes
Ms. Jaycee Charrie Ingalla
Ms. Shermaine Joyce Miña
Ms. Katrina Carla Catapang
Mr. Paulo Bituin
Mr. Dann August Campos
Mr. Lilibeth Tagalog
Ms. Cielo May Ibay
Mr. Mark Jerome Adaya

As such, all expenses to be incurred in the conduct of the training/workshop shall be charged against DENR-OASALA fund, subject to the usual accounting and auditing rules and regulations.

The Assistant Secretary for Administration and Legislative Affairs is authorized to adjust the date of the training/workshop in case of conflict with other activities of the DENR. A report shall be submitted to the undersigned within fifteen (15) days upon the completion of training/workshop.

This order takes effect on the dates specified herein.


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

