

Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-6626 to 29, (632) 929-6252
Website : <http://www.denr.gov.ph> / E-mail : web@denr.gov.ph

MAY 15 2023

SPECIAL ORDER

No. 2023 - 279


SUBJECT: DESIGNATING MS. MELINDA C. CAPISTRANO CHIEF, PLANNING AND PROGRAMMING DIVISION AS IN-CHARGE, OFFICE OF THE DIRECTOR FOR POLICY AND PLANNING SERVICE

In the interest of the service and in view of the official travel of Director Cheryl Loise T. Leal to New York to attend the High-Level Meeting (HLM) on the Midterm Review of Sendai Framework for Disaster Risk Reduction (MTR-SFDRR) on 13-22 May 2023, inclusive of travel time, Ms. Melinda C. Capistrano Chief, Planning and Programming Division, is hereby designated as In-Charge, Office of the Director for Policy and Planning Service, in concurrent capacity.

As such, Ms. Capistrano shall perform all duties and responsibilities of the Director, Planning and Policy Service (PPS) except personnel movement. She shall sign/approve documents as follows:

MELINDA C. CAPISTRANO
Chief, Planning and Programming Division
In Charge, Office of the Director
for Policy and Planning Service

This Order shall take effect immediately and shall be automatically revoked upon the return of Director Leal.


AUGUSTO D. DELA PEÑA
Undersecretary for Organizational
Transformation and Human Resources

