



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

SPECIAL ORDER
No. 2023- 342

JUN 08 2023

SUBJECT: DESIGNATION OF CHIEF ADMINISTRATIVE OFFICER
CECILIA L. OCHAVO-SAYCON AS OIC, OFFICE OF THE
REGIONAL DIRECTOR, MINES AND GEOSCIENCES
BUREAU (MGB), REGION VI


In the interest of the service, Chief Administrative Officer Cecilia L. Ochavo-Saycon is hereby designated as OIC, Office of the Regional Director, MGB, Region VI.

She shall perform the duties and responsibilities pertinent to the designation, in accordance with existing laws, rules and regulations, and shall sign as follows:

CECILIA L. OCHAVO-SAYCON
Officer-In-Charge
Office of the Regional Director, MGB Region VI

She shall be entitled to claim Representation and Transportation Allowance (RATA) and all other emoluments on reimbursable basis, subject to existing accounting and auditing rules and regulations. She shall clear herself of all work, property and financial accountabilities in her present assignment before assumption to duty as OIC, Office of the Regional Director. She shall inform the undersigned in writing, through the Human Resource Development Service, of her compliance with this Order for record purposes.

This Order shall take effect immediately and supersedes all orders inconsistent herewith.


AUGUSTO D. DELA PEÑA
Undersecretary
Organizational Transformation and
Human Resources

