



Republic of the Philippines
Department of Environment and Natural Resources
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Website: <http://www.denr.gov.ph>

SPECIAL ORDER
No. 2023- 651

OCT 16 2023

SUBJECT: AUTHORIZING THE ATTENDANCE OF SOME ADMINISTRATIVE SERVICE PERSONNEL IN THE SEMINAR ON EFFECTIVE METHODS AND ENABLING POLICY OF MANAGEMENT RECORDS DISPOSITION PROGRAM IN GOVERNMENT OFFICE ORGANIZED BY THE GOVERNMENT RECORDS OFFICERS' ASSOCIATION OF THE PHILIPPINES (GROAP), INC.

In the interest of the service and as part of the continuing capacity development of DENR personnel, the following employees are hereby authorized to attend the Seminar on Effective Methods and Enabling Policy of Managing Records Disposition Program in Government Office organized by the Government Records Officers' Association of the Philippines (GROAP) Inc. on 17-19 October 2023 at the Tagaytay Country Hotel, Tagaytay City:

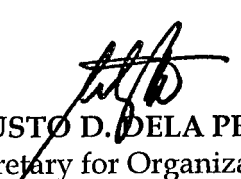
Name	Position
Milagros Franco	Administrative Officer V
Edna A. Asuncion	Administrative Officer IV

All expenses to be incurred in connection with their attendance, such as registration fee, shall be charged against AS funds, subject to the existing accounting and auditing rules and regulations.

The Assistant Secretary for Human Resources, Strategic Communication and Sectoral Initiatives is authorized to amend this Special Order through a Memorandum in case of changes and conflict in the event schedule.

The abovementioned personnel shall submit an Individual Learning Report to the undersigned through the DENR-HRDS L&D portal link: bit.ly/LNDportal, seven (7) days after completion of the event.

This Order takes effect on the dates herein specified.


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

