



**Republic of the Philippines**  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
Tel Nos. 929-6626 to 29; 929-6633 to 35  
929-7041 to 43; 929-6252; 929-1669  
Website: <http://www.denr.gov.ph> / E-mail: [web@denr.gov.ph](mailto:web@denr.gov.ph)

NOV 08 2023

**SPECIAL ORDER:**  
No. 2023 - 740

**SUBJECT: AUTHORIZING THE CONDUCT OF THE DISABILITY SENSITIVITY TRAINING (DST) ON 16 NOVEMBER 2023 AT THE DENR SOCIAL HALL**

In the interest of the service, and in line with the continuing partnership with the National Council for Disability Affairs (NCDA) to promote disability-inclusive governance the conduct of the Disability Sensitivity Training (DST) is hereby authorized to be held on Thursday, 16 November 2023 at the DENR Social Hall, 2<sup>nd</sup> floor, DENR Central Office.

Front-line staff members from various offices of the DENR Central Office will participate in the activity.

As such, the Persons with Disability (PWD) Desk-Strategic Communication and Initiatives Service (SCIS) shall take the lead in the preparation and implementation of the said activity and may coordinate with other offices to support the conduct of the activity.

To provide guidance and direction in the implementation of the activity, the following officials and personnel are hereby assigned as follows:

**A. Oversight Committee**

**USEC Marilou G. Erni**  
Chief of Staff and  
Supervising Undersecretary, Strategic Communications

**Dir. Karmela Beatriz L. Galura,**  
Director, Strategic Communications

**Ms. Ann Hazel D. Javier**  
OIC- Chief, Strategic Alliance and Environmental  
Partnership Division (SAEPD)

- Oversee the preparatory activities and ensure smooth and efficient implementation; and
- Provide guidance and direction during the process of the activity.

**B. Event Manager**

**Mr. Chester Paul Torio**  
Development Management Officer III, SCIS SAEPD

- Monitor the overall conduct of the activity in such a way that its objectives are met;
- Provide recommendations for improvement of the activity.

C. Event Coordinator

**Mr. Joseph N. Valdez**

Development Management Officer I, SCIS SAEPD

**Ms. Aira Mae Valenzuela**

Development Management Officer I, SCIS SAEPD

- Ensure the preparation and other arrangements for the activity are properly coordinated with all concerned offices and/or partner institutions; and
- Assist in monitoring the overall conduct of the activity in such a way that its objectives are met; and
- Coordinate the preparation and arrangements for the activity with all concerned offices and/or partner institutions.

Observance of minimum public health and safety protocols set by the Inter-Agency Task Force for the Management of Emerging Infectious Diseases shall be strictly imposed throughout the conduct of the activity.

All expenses to be incurred in the activity shall be charged against the funds of SCIS - Strategic Alliance and Environmental Partnership Division (SAEPD), subject to usual accounting rules and regulations.

The Chief of Staff and Supervising Undersecretary for Strategic Communications are hereby authorized to reschedule the activity in case of conflict with other activities of the Department.

This Order shall take effect on the date specified herein.



**AUGUSTO D. DELA PEÑA**

Undersecretary for Organizational Transformation  
and Human Resources