



DEPARTMENT OF ENVIRONMENT AND NATURAL
RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



NOV 09 2023

SPECIAL ORDER

No. 2023- 745

SUBJECT: AUTHORIZING THE CONDUCT OF CY 2023 YEAR-END ASSESSMENT CUM FORWARD/STRATEGIC PLANNING WORKSHOP OF THE OFFICE OF THE UNDERSECRETARY FOR SPECIAL CONCERNS AND LEGISLATIVE AFFAIRS

In the interest of service and in order to evaluate activities and accomplishments in CY 2023 and improve the process flow of paper trails through well-defined accountabilities of its personnel. The conduct of the CY 2023 Year End Assessment cum Forward/Strategic Planning on 05-07 December 2023 at ACEA Subic Beach Resort, San Bernardino Rd, Subic Bay, Freeport Zone, Zambales is hereby authorized.

The following shall attend the said activity:

| Name | Office/ Designation |
|--|---|
| Usec. Ignatius Loyola A. Rodriguez | Undersecretary for Special Concerns and Legislative Affairs |
| Dir. Romirose B. Padin | Director, Legislative Liaison Office |
| Hanah Marie A. Buguina Cyrenaica F. Flaviano Kim D. Peñaflorida Conrado Terobias | Office of the Undersecretary for Special Concerns and Legislative Affairs |
| Shanelle T. Napoles Ma. Victoria T. Somera Everly J. Guerrero Angelique Pearl V. Miranda Atty. Lester Joseph L. Caliwara Luis Paolo D. Masangkay Kamille Victoria H. Ordoveza Conrad Lasker D. Omandac Willie S. Agustin Jr. | Legislative Liaison Office |


All expenses incurred in the conduct of this activity, such as accommodation, supplies, and other incidental expenses shall be charged against DENR OUSCLA and Environmental Management Bureau of Region III Office funds. Transportation expenses of the attendees shall be charged against their respective offices, subject to the usual accounting and auditing rules and regulations.

A report shall be submitted online (bit.ly/LNDportal) to the undersigned through the Human Resource Development Service - Training and Development Division, fifteen (15) days after completion of the activity.

The Undersecretary for Special Concerns and Legislative Affairs is authorized to amend this Special Order through a Memorandum should there be changes in the participants and/or to reschedule the event in case of unavailability of the venue or conflict with other activities of the Department.

Any changes in schedule shall be submitted to the HRDS for records purposes.

This Special Order takes effect on the date specified herein.


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