



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



**NOV 21 2023**

**SPECIAL ORDER**  
No. 2023- 788


**SUBJECT: DESIGNATION OF DIRECTOR III JOE-MAR S. PEREZ, AS IN-CHARGE, OFFICE OF THE DIRECTOR, STRATEGIC COMMUNICATION AND INITIATIVES SERVICE (SCIS) IN CONCURRENT CAPACITY AS DIRECTOR, DOCUMENT MANAGEMENT AND OPERATIONS SUPPORT AND HEAD, DENR ACTION CENTER/HOTLINE 8888 OF THE OFFICE OF THE SECRETARY**

In the interest of the service and in view of the official travel of SCIS Director Karmela Beatriz L. Galura to Dubai, United Arab Emirates on **November 21, 2023 to December 14, 2023**, to participate in the United Nations Climate Change Conference (COP28), Director III Joe-Mar S. Perez is hereby designated as In-Charge, Office of the Director, SCIS, in concurrent capacity as Director, Document Management and Operations Support and Head, DENR Action Center/Hotline 8888 of the Office of the Secretary.

As such, he shall act on documents and perform the duties and responsibilities of his designation in accordance with existing rules and regulations, except personnel movement and policy matters.

He shall inform the undersigned in writing through the Human Resource Development Service of his compliance with this Order.

This Order shall take effect on the dates specified above and shall be automatically revoked upon reporting back to duty of Director Galura.

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