



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



NOV 30 2023

SPECIAL ORDER
No. 2023- 815

SUBJECT: AUTHORIZING THE CONDUCT OF WORKSHOP ON THE RECONCILIATION OF PROPERTIES UNDER VARIOUS PROPERTY, PLANT AND EQUIPMENT (PPE) ACCOUNTS FOR THE ONE-TIME CLEANSING OF THE DENR BOOK OF ACCOUNTS

In the interest of the service and in line with the organizational development efforts institutionalized by the Department, the DENR Inventory Committee is hereby authorized to conduct the workshop on the reconciliation of properties under various property, plant and equipment (PPE) accounts for the one-time cleansing of the DENR book of accounts.

The said activity shall be held from December 4-7, 2023 at Region I. It shall be participated by the following officials and personnel:

NAME	OFFICE
ACCOUNTING DIVISION	
Ronald Nilo	Chief, Bookkeeping Section
Francis Jan Castro	Chief, Property and Compliance Section
Anne Rhea Villarama	Administrative Assistant II - Property and Compliance Section
Marcial Campos Jr.	Accountant I - Property and Compliance Section
Reby Ann S. Rico	Accountant II - Bookkeeping Section
Michelle Sumalpong	Administrative Assistant III - Bookkeeping Section
Frances Caroline Asuncion	Accounting Clerk - Bookkeeping Section
Jazon Crispino	Administrative Assistant III - Bookkeeping Section
Janine Marquezo	Accountant II - Consolidation and Revenue Section
PROPERTY AND SUPPLY MANAGEMENT DIVISION	
Zenaida V. Gutierrez	Assistant Division Chief, PSMD & Assistant Head DENR DC - Appraisal TWG
Engr. Vilma Luisa Ferrer	Chief, Property Management Section
Ma. Berma Cabrera	Head, Property Accountability Unit
Jeffrey Gonzales	Head, Property Records and Database Mgt. Unit
Mark Joseph Antonio	Head, Property Disposal Unit
Jefferdick Benito	Staff, Property Disposal Unit
Christian John Valdez	Staff, Property Reconciliation Unit
Bobby James Perez	Staff, Property Reconciliation Unit
OTHER DENR CENTRAL OFFICES	
DENR Inventory Committee Staff	
DENR Budget Division Representative/s	
Administrative Service and Financial and Management Service Representatives	


RESOURCE PERSONS	
Rolando R. Castro	Director, Administrative Service
Imelda R. Dela Cruz	OIC Director, Financial and Management Service
Engr. Gilbert C. Mondroy	Chief, Property and Supply Management Division
Diña Nillosan	Department Chief Accountant
SECRETARIAT/FACILITATORS	
Region 1 representatives	DENR Region 1

All expenses to be incurred relative to the conduct of this activity, including accommodation, food, supplies and materials, shall be charged against DENR Inventory Committee funds, subject to the usual accounting and auditing rules and regulations.

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

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

This Order shall take effect on the dates herein specified.


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