



MAR 08 2023

**SPECIAL ORDER**  
No. 2023- 97

**SUBJECT: AUTHORIZING THE CONDUCT OF LEARNING EVENT ON POLICY AND OPERATIONAL GUIDELINES ON PATENT PROCESSING AND ISSUANCE, AND TENURIAL INSTRUMENTS ISSUED BY THE DENR**

In the interest of the service and in order to provide for an effective and efficient conduct of audit in CY 2023, the conduct of a *Learning Event on Policy and Operational Guidelines on Patent Processing and Issuance, and Tenurial Instruments Issued by the DENR* was formulated to broaden the knowledge and deepen the understanding of the participants – the Internal Audit Service (IAS) Internal Auditors, and Bureau and Regional Internal Audit Focal Persons (B/RIAFPs) is hereby authorized to be held on *08-09 March 2023 via Zoom*.

The following shall attend the said activity:

**I. Participants**

<b>Name</b>	<b>Office</b>
<b>CENTRAL OFFICE</b>	
Dir. Vicente B. Tuddao, Jr. Catherine C. Pagkatipunan	Internal Audit Service – Office of the Director
Mabel F. Coloma Thom Cedrick Q. Fernando John Paul T. Haylo Emmylou S. Puerta Kamille Victoria H. Ordoveza Laurence D. Papina	Operations Audit Division
Cristina S. Rosario Queen Sroges Rochelle S. San Jose Merry Nor S. Capati Jake Lorenz C. Aldovino Wilda Crisjoy T. Savella Aileen B. Navarro Nelia C. Villeza	Management Audit Division
Enielbert E. Estefanio	Network Infrastructure Management Division
<b>REGIONAL OFFICES</b>	
All Regional Offices	Three (3) Internal Audit Focal Persons per Regional Office
<b>BUREAUS</b>	
All Bureaus	Three (3) Internal Audit Focal Persons per Bureau


## II. Secretariat

Bryan R. Pagba  
Claire R. Alferos  
Kamille Victoria H. Ordoveza  
Laurence D. Papina  
Maria Lucille C. Castañas  
Rhea N. Ho  
Nelia C. Villeza

The learning event is expected to strengthen their knowledge on policy and operations-related information to serve as guide in the conduct of internal audit and in providing necessary assistance to our Internal Auditors by the trained Focal Persons.

The Director for IAS is authorized to amend this Special Order through a Memorandum in case of changes/addition of participants and conflict in the event schedule.

A report shall be submitted to the undersigned within fifteen (15) days after completion of the said activity.

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

