



Republic of the Philippines  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Visayas Avenue, Diliman, Quezon City  
Tel. No. 929-66-26

FEB 29 2024

**SPECIAL ORDER**

No. 2024- 102

**SUBJECT : DESIGNATING DIRECTOR III AMELITA DJ. ORTIZ AS ASSISTANT REGIONAL DIRECTOR FOR MANAGEMENT SERVICES OF DENR CAR**

In the interest of the service **Director III AMELITA DJ. ORTIZ** is hereby designated as **Assistant Regional Director for Management Services, DENR CAR.**

As such, she shall clear herself of all work, property, and financial accountabilities in her present station before reporting to her new assignment. She shall perform the duties and responsibilities of the position to which she is herein designated, in accordance with applicable laws, rules and regulations. She shall be entitled to claim representation and transportation allowances and other emoluments appurtenant to her performance of official duties, subject to accounting and auditing rules and regulations.

She shall inform the undersigned of her compliance with this order, through the Human Resource Development Service, for record purposes.

This Order shall take effect immediately.

MARIA ANTONIA YULO LOYZAGA  
Secretary

