



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



APR 11 2024

**SPECIAL ORDER**  
No. 2024- 182

**SUBJECT: AUTHORIZING THE CONDUCT OF BASIC SKILLS TRAINING AND PRACTICUM/INTERNSHIP ON ALTERNATIVE DISPUTE RESOLUTION (ADR) FOR THE PROSPECTIVE ADR OFFICERS**

In the interest of the service and pursuant to Republic Act No. 9285<sup>1</sup>, Executive Order No. 523<sup>2</sup> and DAO 2016-30<sup>3</sup>, and to institutionalize Alternative Dispute Resolution (ADR) in the Department and capacitate potential ADR Officers (ADROs) in handling disputes, claims and conflicts through alternative ways, the conduct of Basic Training and Practicum/Internship Course on ADR for prospective ADROs is hereby authorized.

The Basic Training Course and the Practicum/Internship Course shall be in keeping with the requirements of the Office for Alternative Dispute Resolution, Department of Justice Circular No. 49, s. 2012.

**I. Trainees for Basic Training course on ADR**

DATE	VENUE
May 26 - June 1, 2024	Region IV-A

**Batch 16**

Name	Region	Office
Ma. Glenda Joy Aberilla-Asuncion	CAR	CENRO, Lagangilang
Noreen Nabokiag	CAR	CENRO, Lamut
Luisa M. Castillo	1	PENRO, Pangasinan
Arjay S. Banan	2	PENRO, Batanes
Wilfredo A. Malvar	2	PENRO, Quirino
Loida Y. Maglinao	4A	PENRO, Batangas
Patrick R. Venus	4A	CENRO, Real
Joreen L. Aguilar	5	CENRO, Goa
Francis Neil P. Falsis	6	CENRO, Mambusao
Lea Joie E. Camacho	6	CENRO Guimbal
Zaldy Jose Dajay	6	CENRO Guimbal
Atty. Jhan Ray Bulotano	7	Regional Office

<sup>1</sup> Alternative Dispute Resolution Act of 2004

<sup>2</sup> Instituting the Use of Alternative Dispute Resolution in the Executive Department of Government

<sup>3</sup> Guidelines in the Conduct Alternative Dispute Resolution in Land Management and Disposition

Samantha Rose B. Dulfo	8	CENRO, Borongan
Gwen Alex O. Mandras	8	CENRO, Albuera
Manalyn B. Sicag-Larida	9	PENRO, Sibugay
Atty. Clyde B. Saliring	10	Regional Office
Amenodin T. Rinza	10	PENRO, Lanao Del Norte
Rio S. Bagundol	10	PENRO, Misamis Occidental
Nichole Claire V. Martinez	12	CENRO, Glan
Stephen Renz A. Barrion	12	CENRO, Surallah (Banga)
Lovejoy Pagaspas	13	CENRO, Bayugan
Larry G. Monteroso	13	CENRO, Cabadbaran (Tubay)
Atty. Roberto Galano Jr.	13	Regional Office
Allan B. Macalalad	LMB	Land Management Bureau
Atty. Fionna Lyn A. Lafuente	NCR	National Capital Region
Jasmine Marie A. Molina	CO	Investigation and Arbitration Division
Jeanette P. Tismo	CO	Investigation and Arbitration Division
Ailene Jonel V. Balan	CO	Litigation and Prosecution Division
Atty. Andrea M. Cabagbag	CO	Legal Research and Opinion Division
Atty. Maria Clarissa B. Silvestre	CO	Legal Research and Opinion Division
Maricris O. Dayrit	CO	Claims and Conflicts Division
Atty. Lester Joseph L. Caliwara	CO	Internal Affairs Division
Atty. Daniel Dominic C. Batula	CO	Legal Crisis Prevention and Management Division
Ma. Laila A. Taoingan	CO	Office of the Assistant Secretary for Legal Affairs

## II. Practicum/ Internship

The trainees who completed the 40-hour Basic Training Course shall also undergo the required 40-hour ADR Practicum/ Internship Training Course in order to be commissioned/accredited as ADROs by the ADR Committee, as confirmed by the

Secretary, and be recognized as Third-Party Neutral by the Office for the Alternative Dispute Resolution, Department of Justice (OADR-DOJ).

**ADDITIONAL PROSPECTIVE ADROS FOR PRACTICUM ONLY**  
*(Prospective ADROs that finished Basic Skills Training from Batches 10-15)*

NAME	Region/Office	
Myrna V. Antonio	CAR	PENRO, Benguet
Agusta A. Allatiw	CAR	CENRO, Buguias
Edelyn A. Evangelista	MIMAROP A	CENRO, Brooke`s Point
Beny G. Macavinta	6	CENRO, Boracay
Leoda B. Gabutin	6	PENRO, Guimaras

The schedule of the ADR Practicum/ Internship Training Course as follows:

DATE	VENUE
June 23-29, 2024	TBA

To ensure the efficient and orderly conduct of the said activities, the following members of the ADR Secretariat and staff of the Legal Affairs Service are tasked to provide the necessary technical and administrative support:

1. Atty. Paulo Enrico M. Dones - Head, ADR Secretariat
2. Ma. Teresa G. Zamora - Member, ADR Secretariat
3. Mary Emmeline F. Custodio - Member, ADR Secretariat
4. ADR Committee Secretariat Staff

The ADR Committee shall supervise and oversee the overall conduct of the activity:

1. Atty. Michelle Angelica D. Go, LL.M. - Chairperson, ADR Committee
2. Atty. Emelyne V. Talabis - Member, ADR Committee
3. Norlito A. Eneran, LL.M. - Member, ADR Committee

A Certificate of Participation shall only be given to the trainees who will complete the 40 hours or 5 days Basic Training on ADR while Certificate of Completion shall be given upon completion of required 40 hours or 5 days of the Practicum/ Internship as prescribed by OADR-DOJ.


All training-related expenses to be incurred in the conduct of these activities, including accommodation of personnel staff/s from the learning service provider, shall be chargeable against the ADR Committee funds, while transportation and traveling expenses of employees from the Field Offices and the Central Office shall be charged against the funds of their respective offices, subject to the usual accounting and auditing rules and regulations.

The Assistant Secretary for Legal Affairs and Chairperson of the ADR Committee, is hereby authorized to change the venue and/or dates of the aforementioned activities in case of unavailability of the resource person/s, venue, or conflict of schedule with other activities of the Department, and shall properly advise the Human Resource Development for documentation.

The Learners and the ADR Committee Secretariat shall be entitled to Compensatory Time Off should there be activities that fall on holidays and/or weekends, which shall be used until December 2024.

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

This Order shall take effect on the dates specified herein.

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