



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



**JUL 16 2024**

**SPECIAL ORDER**

No. 2024- 421

**SUBJECT: AUTHORIZING THE CONDUCT OF MID-YEAR ASSESSMENT AND STRATEGIC PLANNING WORKSHOP OF TRAINING AND DEVELOPMENT DIVISION (TDD), HUMAN RESOURCE DEVELOPMENT SERVICE (HRDS)**

In the interest of the service and to assess, strategize, and plan the learning and development programs of the Department for FY 2024, the conduct of the Mid-Year Assessment and Strategic Planning Workshop of Training and Development Division, Human Resource Development Service, is hereby authorized to be held on 06-09 August 2024 in Cordillera Administrative Region.

The following are authorized to attend:

**A. Participants**

- |                             |                                    |
|-----------------------------|------------------------------------|
| 1. Carlos A. Bartolata, Jr. | Supervising Administrative Officer |
| 2. Bernardita S. Tubang     | Administrative Officer V           |
| 3. Angelita E. Tolentino    | Administrative Officer V           |
| 4. Carlo C. Fajardo         | Administrative Officer IV          |
| 5. Jesah Lou T. Cabañero    | Administrative Officer IV          |
| 6. Arlene A. Amores         | Administrative Officer IV          |
| 7. Kristiansen J. Ortañez   | Administrative Officer IV          |
| 8. Shirley C. Latoja        | Administrative Officer IV          |
| 9. Ethelvee DG. Mataga      | Administrative Officer IV          |
| 10. Castor E. Cabrera       | Administrative Officer IV          |
| 11. Eloisa Clarice M. Borja | Administrative Officer II          |
| 12. Jenifer P. Santelices   | Administrative Officer II          |
| 13. Marilyn A. Nicasio      | Administrative Officer II          |
| 14. Sarah Jane S. Domingo   | Administrative Officer II          |
| 15. Luisito P. Estacio      | Administrative Assistant II        |
| 16. Myrene G. Tarlac        | Administrative Assistant II        |
| 17. Jovin A. Renales        | Administrative Assistant II        |
| 18. Harold D. Bayan         | Administrative Aide VI             |
| 19. Jan Michael D. Campued  | Administrative Aide VI             |
| 20. Jayson P. Andres        | Administrative Aide VI             |
| 21. Representatives         | OUOTHR                             |
| 22. Representatives         | OHRSCSI                            |
| 23. Representatives         | OD HRDS                            |

**B. Resource Persons**

1. **Hiro V. Masuda, DBA, CESO III**  
Assistant Secretary for Human Resources, Strategic Communication  
and Sectoral Initiatives
2. **Ms. Miriam M. Marcelo**  
OIC Director  
Human Resource Development Service
3. **Wilson E. Henson, RPF, MPA**  
Chief  
Training and Development Division

**C. Learning Event Team**


- |                                   |  |
|-----------------------------------|--|
| 1. Bonito John M. Alvaran         | Project Development Officer  |
| 2. Cyril Remo V. Reyes            | Project Development Officer  |
| 3. Christine Ivy C. Inocencio     | Project Development Officer  |
| 4. Judith Maria Lourdes A. Romero | Project Development Officer  |
| 5. Eumir V. Austria               | Project Development Officer  |
| 6. Mycka Ella R. Sta. Ana         | Training Program Assistant   |
| 7. Representatives                | ENR Academy Facility   |
| 8. Representatives                | Regional Office/PENR/CENR Office<br>Cordillera Administrative Region |

All expenses to be incurred relative to the conduct of the said event shall be charged against HRDS funds, subject to the usual accounting and auditing rules and regulations. The DENR Cordillera Administrative Region shall provide logistical support for the smooth conduct of the activity.

The Assistant Secretary for Human Resources, Strategic Communications and Sectoral Initiatives is authorized to amend/or reschedule the activity in case of conflict with other activities of the Department occurs or unavailability of the resource person.

A report shall be submitted online ([bit.ly/LNDportal](http://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 herein specified

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