



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

SEP 16 2024



SPECIAL ORDER

No. 2024- 604

**SUBJECT: DESIGNATION OF ADMINISTRATIVE OFFICER III
JOCELYN MARY FRANCES T. MOLINA AS OIC CHIEF,
CASHIER SECTION, GENERAL SERVICES DIVISION
(GSD), ADMINISTRATIVE SERVICE (AS)**

In the interest of the service, Administrative Officer III Jocelyn Mary Frances T. Molina is hereby designated as OIC Chief, Cashier Section, General Services Division, Administrative Service.

As such, Ms. Molina shall perform the duties and functions inherent to the position. She shall clear herself of all work, property, and financial accountabilities and responsibilities in her present assignment before reporting to her new assignment. She shall inform the undersigned in writing, through the Human Resource Development Service of her compliance with this Order for record purposes.

This Order shall take effect immediately.


AUGUSTO D. DELA PEÑA

Undersecretary

Organizational Transformation and Human Resources