



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



SPECIAL ORDER
No. 2024- 688

OCT 18 2024

SUBJECT: DESIGNATION OF SUPERVISING ADMINISTRATIVE OFFICER MARIO BERNABE R. CONTRERAS, JR. AS OIC CHIEF, MANAGEMENT DIVISION, FINANCIAL AND MANAGEMENT SERVICE AND THE REASSIGNMENT OF CHIEF ADMINISTRATIVE OFFICER EVELYN G. NILLOSAN TO THE QUALITY MANAGEMENT SERVICE (QMS) SECRETARIAT

In the interest of the service, the following officers under the Management Division, Financial and Management Service are hereby designated/assigned as follows:

	NAME/POSITION	DESIGNATION/ASSIGNMENT
1.	Mario Bernabe R. Contreras, Jr. Supervising Administrative Officer, Management Division	OIC Chief, Management Division
2.	Evelyn G. Nillosan Chief Administrative Officer	QMS Secretariat

As such, they shall act on documents and perform the duties and responsibilities appurtenant to their designation/assignment pursuant to the DENR Manual of Authorities. Mr. Contreras shall be entitled to claim Representation and Transportation Allowance (RATA) on reimbursable basis, subject to existing accounting and auditing rules and regulations. Ms. Nillosan shall clear herself of all work, property, and financial accountabilities in her present station before reporting to her new assignment.

They shall inform the undersigned in writing, through the Human Resource Development Service, of their compliance with this Order for record purposes.

This Order shall take effect immediately.


AUGUSTO D. DELA PEÑA
Undersecretary

Organizational Transformation and Human Resources