



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



NOV 21 2024

**SPECIAL ORDER**

No. 2024- 803

**SUBJECT: AUTHORIZING THE CONDUCT OF YEAR-END ASSESSMENT AND ACTION PLANNING OF THE OFFICE OF THE UNDERSECRETARY FOR FIELD OPERATIONS-LUZON AND VISAYAS AND SUPERVISING UNDERSECRETARY FOR MGB AND EMB-LUZON AND VISAYAS**

In the interest of the service and in order to assess the accomplishments and gaps in operation-related activities of the Office of the Undersecretary for Field Operations-Luzon and Visayas and Supervising USEC for MGB and EMB-Luzon and Visayas (OUFOLVMGBEMBLV), as well as to plan/strategize activities for 2025 for improved performance, the conduct of its year-end Assessment and Action Planning is hereby authorized to be held on December 06-08, 2024 in Region IV-A.


All personnel under this Office are authorized to attend this activity. Those who will not be able to attend for personal reasons must report to the Office on the days covered by the workshop, to serve as skeleton workforce. The Offices of PENRO Laguna and CENRO Sta. Cruz shall serve as the secretariat for the event.

All expenses to be incurred relative to the conduct of the said event such as accommodation, food, supplies, and other incidental expenses shall be charged against the funds of said office, subject to the usual accounting and auditing rules and regulations. Funds for this activity shall be downloaded to PENRO Laguna.

The Undersecretary for Field Operations-Luzon and Visayas and Supervising USEC for MGB and EMB-Luzon and Visayas is authorized to amend/or reschedule the activity as exigencies of the service may warrant.

A report of the activity shall be submitted to the undersigned within fifteen (15) working days after the completion of the event.

This Order shall take effect on the dates herein specified.

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