



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632)929-66-26 to 29 | (632)929-62-52
929-66-20 | 929-66-33 to 35
929-70-41 to 43

FEB 21 2005

SPECIAL ORDER
NO. 2005 - 136

SUBJECT: DESIGNATING MS. ROSALINA B. CARANDO,
ESTRELLA P. DE LEON, TERESITA A. RAMOS &
MR. AMANTE S. PERALTA, AS LIAISON OFFICERS
OF THE RECORDS MGT. & DOCUMENTATION DIV.

In view of the increasing volume of correspondence which necessitates prompt delivery to concerned government and non-government offices within Metro Manila, the following Records Management and Documentation Division Staff are hereby designated as Liaison Officers:

Ms. Rosalina B. Carando	Messenger
Ms. Estrella P. De Leon	Messenger
Ms. Teresita A. Ramos	Messenger
Mr. Amante S. Peralta	Messenger

As such, they are entitled to collect reasonable transportation expenses. They are likewise required to present proper itinerary of travel duly attested by the Officials with whom they have transacted business.

This reimbursement is subject to the availability of funds and the usual accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing.


ARMANDO A. DE CASTRO
Undersecretary for Management and
Technical Services

