



Republic of the Philippines
Department of Environment and Natural Resources
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DENR SPECIAL ORDER
No. 317

APR 20 2005

**SUBJECT : CREATION OF AN INVENTORY TEAM FOR THE
CONDUCT OF INVENTORY OF PIO2 EQUIPMENT**

In the interest of service and in line with the continuous operations of the One Stop Shop, the conduct of an **inventory of PIO2 equipment** is hereby authorized and scheduled on **14 April 2005** at the PIO2 Office at the **Land Registration Authority, Quezon City at 2:00 p.m.**

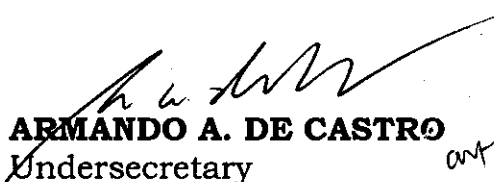
The inventory team shall be headed by Mr. Israel Helios Inocencio from FASPO and shall comprise of the following members:

- | | | |
|----------------------|---|---------------------------|
| 1. Zenaida Gutierrez | - | General Services Division |
| 2. Noel Ho | - | General Services Division |
| 3. Carlo Garcia | - | LAMP PMO |
| 4. Jill Campo | - | LAMP PMO |
| 5. Noel Obra | - | LAMP PIO2 |
| 6. Rizza Abayari | - | LAMP PIO2 |
| 7. Lynnette Alge | - | LAMP PIO2 |

The specific functions of the inventory team shall be as follows:

- To conduct inventory of all PIO2 assets and provide a draft list of equipment for retention for OSS operations by **14 April 2005**;
- To prepare a Deployment Plan which will be submitted to the Secretary on **20 April 2005**;
- To facilitate the smooth turn-over of identified equipment after the signing of the Deployment Plan; and
- To submit a report to the Secretary thru the Undersecretary for Management and Technical Services not later than **30 April 2005**.

This Order takes effect immediately and deemed revoked upon completion of given tasks.


ARMANDO A. DE CASTRO
Undersecretary

