



Republic of the Philippines  
**Department of Environment and Natural Resources**

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**MAY 03 2005**

DENR Special Order  
No. 2005 33

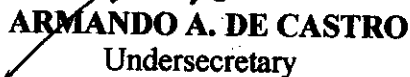
**SUBJECT : AUTHORIZING THE CONDUCT OF ASSESSMENT AND  
ENHANCEMENT WORKSHOP OF THE RECORDS MGT.  
& DOCUMENTATION DIVISION**

In the interest of the service and pursuant to Civil Service Law implementing staff development, a two (2) day Assessment and Enhancement Workshop is hereby authorized to the Records Management and Documentation Division (RMDD) on May 5-6, 2005 at Mariveles, Bataan.

All RMDD personnel are authorized to attend this workshop provided that skeletal force must be assigned so as not to hamper the work flow in the department on the dates specified above.

The workshop will be held on official time and expenses related to this shall not be charged against government fund in compliance with A.O. No. 103 with the exemption of transportation/vehicles which will be provided by the office.

This Order takes effect on the dates specified above.

  
**ARMANDO A. DE CASTRO**  
Undersecretary

