



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office

January 17, 2023

MEMORANDUM

FOR : **The Regional Executive Director**
MIMAROPA Region

THRU : **The Assistant Regional Director**
Management Services

FROM : The OIC-PENRO
Calapan City

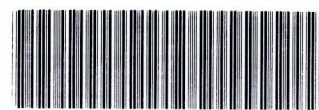
SUBJECT : **ASSUMPTION OF DUTIES AND RESPONSIBILITIES OF
DMO IV NESTOR N. CUASAY AS ASSISTANT CHIEF,
MANAGEMENT SERVICES DIVISION AND OFFICER-
IN-CHARGE, GENERAL SERVICES UNIT**

Respectfully forwarded is the Memorandum of DMO IV Nestor N. Cuasay regarding his assumption of duties and responsibilities as Officer-In-Charge, General Services Unit in his concurrent capacity as Assistant Chief, Management Services Division.

Please be informed that upon receipt of the Regional Special Order No. 02 Series of 2023 dated January 11, 2023, Mr. Cuasay immediately assumed the designation as called for in the said Order.

For reference and guidance.


ALAN L. VALLE



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Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office

January 17, 2023

MEMORANDUM

FOR : The OIC, PENRO
Calapan City, Oriental Mindoro

THRU : The Chief, Management Services Division


FROM : The DMO IV/Assistant Chief, Management Services Division

SUBJECT : ASSUMPTION OF DUTIES AND RESPONSIBILITIES OF
THE UNDERSIGNED AS OFFICER-IN-CHARGE, GENERAL
SERVICES UNIT

In compliance to Regional Special Order No. 02 Series of 2023, please be informed that the undersigned is reporting for duty as the Officer-In-Charge, General Services Unit in my concurrent capacity as Assistant Chief, Management Services Division.

As such, I shall perform the duties and responsibilities attached to my designation to ensure the smooth operations and continuity of service of the General Services Unit.

For reference and guidance.


NESTOR N. CUASAY



REGIONAL SPECIAL ORDER

No. 102
Series of 2022

JAN 11 2023

**SUBJECT: DESIGNATION OF DEVELOPMENT MANAGEMENT OFFICER IV
NESTOR N. CUASAY AS OFFICER-IN-CHARGE, GENERAL
SERVICES UNIT, PENRO ORIENTAL MINDORO IN CONCURRENT
CAPACITY AS ASSISTANT CHIEF, MANAGEMENT SERVICES
DIVISION**


In the interest of the service and in order to ensure the smooth operations and continuity of service of the General Services Unit, due to impending compulsory retirement of Administrative Assistant III, Nelson S. Sikat, Development Management Officer IV Nestor N. Cuasay is hereby designated as Officer-In-Charge, General Services Unit (GSU), PENRO Oriental Mindoro, in concurrent capacity as Assistant Chief, Management Services Division.

As such, Mr. Cuasay shall act on all documents and shall perform the duties and responsibilities attached to his designation, and shall sign as follows:

DMO IV NESTOR N. CUASAY
Assistant Chief, Management Services Division
and Officer-In-Charge, General Services Unit

He shall inform this Office in writing of his compliance to this Order for record purposes.

This Order shall take effect immediately.


LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director