

**DENR Memorandum Circular**  
**No. 99-12**  
**April 30, 1999**

**SUBJECT : Transfer of Functions of the Field Operations Office to the Office of the Secretary.**

Pursuant to the realignment of functions to attain efficiency and effectiveness in the delivery of service, the Office of the Secretary shall assume the functions of the then office of USEC for Field Operations.

The Special Concerns Office shall coordinate programs and activities and provide technical support concerning field operations.

All Field Operations Office personnel shall be recalled to their mother unit or reassigned to other units of the Department where their service/expertise are needed. The appropriations, vehicles, equipment and other facilities are hereby transferred for use of the Office of the Secretary.

The Human Resources Management Service is hereby tasked to prepare the Special Order on the reassignments of the concerned Field Operations personnel within fifteen (15) days upon the approval of this circular.

This Order takes effect immediately.

**(Sgd.) ANTONIO H. CERILLES**  
Secretary