



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Telephone Nos: 97-66-26 to 36; 97-70-41 to 43

MEMORANDUM ORDER
No. 2002- 08

MAY 22 2002

SUBJECT : **AMENDMENT TO THE GUIDELINES ON THE USE OF
CELLULAR PHONES**

In recognition of the need to effectively use communication technology for DENR operations and manage the associated expenditures, the DENR Memorandum Order No. 2001-05 dated June 1, 2001, Prescribing Fiscal Discipline Measures, Item B. No. 3 is hereby amended as follows:

- *3. The monthly allowable schedule of fixed rates for post-paid subscription of cellular phones shall be as follows:

Official/Personnel	Rate per Month	Official/Personnel	Rate per Month
Bureau Directors	2,000	Deputy Project/Program Directors/ Sectoral Managers/ Asst. Directors	1,200
Service Directors	1,500	PENROs	1,000
REDs	1,800	CENROs	1,000
AREDs	1,200	Division Chiefs*	600
Project/Program Directors	1,500	Authorized Staff (OSEC, USEC & ASEC)**	1,000

* With regular field monitoring activities as approved by the Assistant Secretary for Finance and Management Services/Regional Executive Directors

**As recommended by the Head Executive Assistant and approved by the Secretary

The amount in excess of the allowed monthly rates shall be charged to the personal account of the concerned official through salary deduction.

Only one unit of cellular phones shall be allowed for each official. No officials and employees, aside from the listed above and those authorized OSEC, USEC and ASEC staff are allowed for post-paid subscription of cellular phones. Hence, unauthorized holders of cellular phones, and those officials who have been detailed, reassigned or transferred to another office must surrender their units to the GSD/Telecommunications Unit, otherwise, face disciplinary action that shall be filed against them.

Payments shall be charged against the fund allocation of respective office/division."

All other provisions of DENR Memorandum Order No. 2001-05 shall remain enforced.


MEHERSON T. ALVAREZ