



Republic of the Philippines  
**DEPARTMENT of AGRARIAN REFORM**

MEMORANDUM ~~CIRCULAR~~  
NO. 07  
Series of 1994

SUBJECT: Re-structuring the Office of FOG/SSO, Circular No. 3, Series of 1993 and Circular No. 5, Series of 1993

In the interest of the service and in order for the Office of the Undersecretary for Field Operations and Support Services to perform better and improve its operations, the following personnel are hereby given their new assignments:

**Administrative:**

Cecille M. Elum  
Leila Bolo  
Eduardo C. Tubio  
Bonifacio Lagumbay  
Aracelli Lanas  
Maribel Suan  
Leticia Sims  
Lea Caliso  
Evangeline Calope - assigned at FSG  
Noli Boniao - assigned at FSG

**Information Management & Research Unit:**

Rigoberto N. Castro - Unit Head  
Alma Dulce Diapera  
Ruel Limbo  
Carol Cristine Baltazar  
Arlene Gutierrez  
Romeo Cabasa  
Lito Flavis

**Programs:**

Maria Joy A. Octavo  
Alexandra M. Naz

FIELD SUPPORT GROUP:

Joselito Nathaniel Diaz - Coordinator

**Land Tenure Improvement Unit:**

Anna Garcia - Unit Head  
Floro Espares  
Rosa Mendoza  
Luzviminda Fonacier  
Erlinda Felipe  
Nestor Ambalina

**PBD/ARCs:**

Marilen Tomelden - Unit Head  
Gilbert Jaramillo  
Dennis Joseph Cruz  
Marie Procerlyn Fabros  
Lorna Maynigo

**Resources Mobilization:**

Lilibeth Lee - Unit Head  
Gerardo Balista  
Ma. Concepcion Real

**Special Affairs:**

Manuel Gacula - Unit Head  
Jose Balili, Jr.

Under this Circular, the FSG Coordinator is authorized to recommend travel orders and sign Daily Time Cards of the FSG staff. However, travels and time cards of unit heads will be signed by the undersigned. Applications for leave of all FOG/SSO personnel shall be approved by the Undersecretary.

This Order takes effect immediately and supersedes previous issuances inconsistent thereto.

Diliman, Quezon City, 7 April 1994.

  
JOSE NOEL D. OLANO  
Undersecretary for Field Operations  
and Support Services