



Republic of the Philippines  
Department of Environment and Natural Resources  
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MEMORANDUM

TO : ALL DIVISION CHIEFS AND EMPLOYEES  
DENR Central Office

FROM : THE DIRECTOR  
Administrative Service

SUBJECT : **VENDING INSIDE DENR OFFICES**

DATE : 03 March 2004

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This is to remind you that while we are not discouraging employees to sell food and other items inside offices, we are still bound to strictly observe office hours. This means that vending may be allowed only before and after office hours and during prescribed break times so that such transactions will not interfere with our performance of official duties.

Division Chiefs are responsible for monitoring compliance with this instruction.

For guidance.

  
**RAMON M. EZPELETA, CESO IV**