

Republic of the Philippines Department of Environment and Natural Resources Visayas Avenue, Diliman, Quezon City, 1100 Tel. Nos.: (632) 929-66-26 to 29 • (632) 929-62-52 929-66-20 • 929-66-33 to 35 929-70-41 to 43

## MEMORANDUM

TO: All USECs, ASECs, Line and Staff Bureau Directors, Service Directors and Program / Project Directors

FROM: The Secretary

SUBJECT: The 19<sup>th</sup> INTERNATIONAL COASTAL CLEAN-UP (ICC) event on SEPTEMBER 2004

## DATE: September 14, 2004

In view of the above mentioned event and in order to mobilize and transport DENR volunteers to their assigned clean-up venue on September 18, 2004, you are hereby instructed to make available or co-share your official and staff services vehicles with the DENR volunteers / contingents. Likewise, The General Services Division is hereby instructed to make available its dispatch vehicles and coordinate with other offices for available vehicles which may be used on said day. All trip tickets for said vehicles should be available and issued on the afternoon of Friday, 17 September 2004 to avoid delay.

For information and compliance

MENIO

Grow a Tree for Legacy