



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
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
UMTS No. 2004-10.468

FOR/TO : ALL OFFICIALS AND EMPLOYEES
DENR Central Office

FROM : THE UNDERSECRETARY
Management and Technical Services

SUBJECT : **EVALUATION OF PERFORMANCE OF CENTRO-
TECH SERVICES**

DATE : **OCT 18 2004**

With the implementation of the Environmental Management System, we are again distributing the Performance Feedback Form to evaluate Centrotech services.

Past evaluation results showed high ratings for *office behavior* while *work schedule* and *service delivery* were rated relatively low. We want to know how well Centrotech has improved its services since the last evaluation in May of this year.

You will notice that the form has been revised. Focus is given on practices in handling solid waste and in the use of cleaning tools and agents. We encourage you to be specific in your responses.

Please forward all accomplished forms to the Office of the Administrative Service Director **not later than October 22, 2004.**


ROLANDO L. METIN

MEMO
553