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MEMORANDUM

UMTS No. 2004 – **11.490**

TO : ALL HEADS OF OFFICES
DENR Central Office, FMB and EMB

FROM : THE UNDERSECRETARY
Management and Technical Services

SUBJECT : **SCHEDULE OF HOST OFFICES FOR THE FLAG
RAISING CEREMONIES IN CY 2005**

DATE : **NOV 12 2004**

Attached is the schedule of host offices for the Flag Raising Ceremonies in CY 2005 for your guidance.


ROLANDO L. METIN

MEMO
SR9

Flag-F

**SCHEDULE OF HOST OFFICES FOR THE FLAG RAISING CEREMONIES
CY 2005**

January 3 – Office of the Head Executive Assistant

10 – Office of the USEC for Policy and Planning

17 – Office of the USEC for Management and Technical Services

24 – Office of the USEC for Environment, Forestry and FASPO

31 – Office of the USEC for Land Management

February 7 – Office of the USEC for Mining and Legal Affairs

14 – Office of the ASEC for Muslim Affairs

21 – Office of the ASEC for Legislative Liaison and Administrative Legal Services

28 – Office of the ASEC for FASPO and Special Projects

March 7 – Office of the ASEC for General Legal Services

14 – Office of the Director, Financial and Management Services

21 – Office of the Director, CARP

28 – Office of the Director, CARP

April 4 , 11, 18, 25 - PAO

May 2, 9, 16, 23, 30 – SCO

June 6, 13, 20, 27 – Legal Service

July 4, 11, 18, 25 - FASPO

August 1, 8, 15, 22, 29 – NFDO

September 5, 12, 19, 26 – HRMS

October 3, 10, 17, 24, 31 – FMB

November 7, 14, 21, 28 – EMB

December 5, 12, 19 – Administrative Service