



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

TO : ALL REDS, BUREAU DIRECTORS AND HEADS OF  
ATTACHED AGENCIES

THE DIRECTOR  
Human Resource Development Service

ALL OFFICIALS AND EMPLOYEES  
DENR CENTRAL OFFICE

FROM : THE UNDERSECRETARY  
Management and Technical Services

SUBJECT : SELECTION OF VENUES FOR SEMINARS,  
CONVENTIONS, WORKSHOPS, MEETINGS AND OTHER  
SIMILAR GATHERINGS

DATE : 11 February 2004

---

This is in response to Resolution No. 789 dated 09 December 2003 from the House of Representatives, which urges government agencies to lessen expenses and encourage more participation in trainings, seminars, and the like by maximizing the use of venues located in urban centers in each of the three (3) island groups, such as Manila in Luzon, Cebu City in the Visayas, and Davao City in Mindanao.

Let us consider this in the planning of seminars, conventions, conferences, etc., making sure that cost effectiveness is one of the top considerations in deciding where the activity will be held.

  
ROLANDO L. METIN