



Republic of the Philippines  
**Department of Environment and Natural Resources**  
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## **MEMORANDUM**

TO/FOR : All Heads of Offices/Services/Agencies  
DENR Central Office and Attached Agencies

FROM : Assistant Secretary for FASPO  
and Chair, Sub-Change Management Team

SUBJECT : **RATIONALIZATION PLAN**

DATE : 29 July 2005

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In line with the rationalization of functions and structures of the Department and Agencies of the Executive Branch pursuant to Executive Order No. 366, the Sub-Change Management Team (CMT) on its first meeting last 06 July 2005 has discussed the processes for the development of the Rationalization Plan and the team's Action Plan.

In view thereof, please be advised that the presentation of the rationalization plans for the Central Office and Attached Agencies will be on **6 August 2005, 8 AM at the OSEC Conference Room.**

Each office/agency/service shall briefly discuss the mandates, functions, organizational structure, manpower complement and clarification of areas on duplication and other cross-cutting issues, and proposed organizational strengthening of their respective office/agency/service. Other options shall be noted by the Sub-CMT for recommendation to the Secretary through the Chair, Change Management Team and the Executive Committee.

The schedule of presentation to the Sub-CMT is as follows:

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<b>OFFICES/AGENCY/SERVICE</b>	<b>TIME</b>
<b>Attached Agencies:</b>	
1. NAMRIA	8:30-9:00
2. LLDA	9:00-9:30
3. NRMDC	9:30-10:00
4. NRDC	10:00-10:30
5. NWRB	10:30-11:00
<b>Central Office:</b>	11:00-11:30
6. OSEC/HEA	11:30-12:00
7. SCO	1:00-1:30
8. PAO	1:30-2:00
9. LEGAL SERVICE	2:00-2:30
10. ADMINISTRATIVE SERVICE	2:30-3:00
11. POLICY & PLANNING SERVICE	3:00-3:30
12. HUMAN RESOURCES MANAGEMENT SERVICE	3:30-4:00
13. FINANCIAL MANAGEMENT SERVICE	4:00-4:30
14. FOREIGN-ASSISTED AND SPECIAL PROJECTS OFFICE	4:30-5:00

Note: Each office may send up to two (2) participants only!

Please be informed that the Sub-CMT has **one month or until 26 August 2005** to complete the Rationalization Plan for the DENR Central Office and Attached Agencies for submission to the Change Management Team. Hence, it is enjoined that the schedule of presentation per office be strictly followed.

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**ATTY. ANALIZA REBUELTA-TEH**

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