



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR/TO : The Undersecretary for Management and Technical Services
All Bureau Directors
All Regional Executive Directors
(Regions 1 to 13, CAR and NCR)

ATTENTION : The Chief Administrative Officers

FROM : The Undersecretary for Lands and
Concurrent Chairman Housing Steering Committee

SUBJECT : **INCLUSION OF PROJECT H.O.P.E. IN THE OFFICE
CLEARANCE**

DATE : **AUG 10 2005**

This pertains to DENR employees who have availed of the housing units under the Harmony of People and the Environment (H.O.P.E.) Housing Project since 1999.

Based on our records, there are some employees in your office who are already separated/transferred/ or have retired from the service and were given clearance despite their remaining financial obligations with their housing loans. As a consequence, we were reminded by bank institutions that interrupted deduction/payment of monthly amortization will result to foreclosure/forfeiture of their housing units.

In view thereof, please include Project H.O.P.E. as one of the items listed in the office clearance form in your respective offices to avoid the same predicament in the future. Project H.O.P.E. clearance shall be secured from the Housing Project Coordinator - designates of your Office.


MANUEL D. GEROCHI, CESO I

Attachment:

Sample Form of Office Clearance

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