



Republic of the Philippines
Department of Environment and Natural Resources
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FAX MESSAGE

FOR/TO : THE ADMINISTRATIVE OFFICER
Regional Offices, Bureaus, and Attached Agencies

FROM : THE DIRECTOR
Administrative Service

SUBJECT : **STAFFING PATTERN**

DATE : 12 September 2005

To be included in the DENR rationalization plan for submission to DBM is a proposed staffing pattern that will support our proposed structure.

In relation to this, you are instructed to accomplish the attached form and submit this to the CMT Secretariat, Administrative Service through fax (#02-9252340) or mail **not later than 19 September 2005**. Data should be based on the updated plantilla, including casual and coterminus positions. This will be used as reference document by the Change Management Team in deciding on critical matters pertinent to the Rationalization Plan.

For compliance.


RAMON M. EZPELETA, CESO IV

Memo 258

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Region/Bureau/Office _____

POSITION DISTRIBUTION BY ORGANIZATIONAL UNIT
as of 31 August 2005

OFFICE/DIVISION* (based on EO 192)	POSITION TITLE	SALARY GRADE	NO. OF POSITIONS		
			TOTAL	FILLED	VACANT

Prepared by:

Reviewed by:

Noted by:

Personnel Officer

Administrative Officer

Head of Office **

*PENRO; consider CENRO as a division under it

**PENRO/RED