



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 CASUAL AND CONTRACTUAL PERSONNEL
DENR Central Office

FROM : The Director
Administrative service

**SUBJECT : SUBMISSION OF UPDATED PERSONAL DATA
SHEET (PDS)**

DATE : 15 MAR 2005

Per verbal instruction from the Civil Service Commission Field Office you are hereby required to submit an updated copy of your Personal Data Sheet (PDS) with required picture to the Personnel Division on or before **March 17, 2005.**

For your immediate and strict compliance.


RAMON M. EZPELETA, CESO IV

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