



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 8 929-66-26 • (632) 8 929 - 62 - 52
Website: <http://www.denr.gov.ph> / Email: web@denrgov.ph

NOV 11 2020

MEMORANDUM

FOR/TO : ALL OFFICIALS AND EMPLOYEES
DENR Central Office

FROM : THE DIRECTOR
Administrative Service


SUBJECT : USE OF THE NAME OF THE DIRECTOR FOR
ADMINISTRATIVE SERVICE TO SOLICIT DONATIONS FOR
THE TYPHOON "ROLLY" VICTIMS

This is to warn all officials and employees of the Department of Environment and Natural Resources-Central Office, including all the Service Providers therewith, on the use of the name of the undersigned by persons or groups to solicit donations for the victims/survivors of the recent typhoon "Rolly" in Region V.

Please be informed that the undersigned, or any other employee under the Office of the Director for Administrative Service, has not authorized any person to solicit money to be donated to the typhoon victims or for any other purpose or activity.

In view of this, everyone is requested to refrain from entertaining these persons and report any similar incident to the Office of the Director for Administrative Service.

For information.



ROLANDO R. CASTRO