



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR : All Regional Executive Directors
All Bureau Directors

FROM : The Director
Human Resource Development Service

SUBJECT : DESIGNATION OF AN APPROVER FOR THE NEW DENR
OFFICIAL IDENTIFICATION CARDS (ID)

DATE : DEC 01 2020

In view of the production for the new DENR Official ID cards, you are hereby requested to designate one (1) person to be authorized as the approver for the encoded information for the ID Cards. Further, the designated person should be holding a permanent position and with plantilla assignment in your office.

Attached is the template for the registration of the focal person and submit the accomplished form to the Personnel Division through denrofficialid@gmail.com on or before 05 December 2020. Subsequent instructions shall be communicated directly to the focal person.

Your preferential attention will be much appreciated.

RIC G. ENRIQUEZ, Ph.D., CESO III

DESIGNATED PERSON AS APPROVER FOR THE NEW DENR OFFICIAL ID

Office/Region _____

No.	Name	Designation	Email Address
1			

Submitted by:

Printed Name and Signature of Head of the Agency