



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR/TO : All Heads of Office
DENR Central Office

FROM : The Director
Human Resource Development Service

SUBJECT : SUBMISSION OF UPDATED LIST OF WARM BODIES AND
WORK SCHEDULE AS OF JUNE 2021

DATE : 01 June 2021

In line with the celebration of Department's 34th Anniversary celebration on 10 June 2021, we are requesting for the updated list of warm bodies in your respective offices. We shall likewise need information on who will physically report for work on 10 June 2021, for reference. Attached is the copy of form for this purpose. Please submit these to the Personnel Division. Advance or electronic copy shall be sent through email address denrcohrstat2020@gmail.com on or before 03 June 2021.

For your consideration/appropriate action.

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

MEMO NO. 2021 - 408

Office: _____

NAME	Work Schedule	Skeleton staff on June 10, 2021 (YES or NO)
PERMANENT		
1.		
2.		
3.		
CASUAL		
4.		
5.		
CONTRACT OF SERVICE		
6.		
7.		
8.		
CONTRACTUAL PS		
9.		
10.		