



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

SEP 24 2021

FOR/TO : **The Undersecretary, Finance, Information Systems and Climate Change**
The Assistant Secretary, Field Operations-Visayas

The Service Directors
Financial and Management Service
Administrative Service
Legal Affairs Service
Knowledge and Information Systems Service
Strategic Communication and Initiatives Service
Foreign-Assisted and Special Projects Service

All Division Chiefs, Human Resource Development Service

FROM : **The Director**
Human Resource Development Service

SUBJECT : **WEBINAR ON RA 11032 OR EASE OF DOING BUSINESS AND
EFFECTIVE GOVERNMENT SERVICE DELIVERY ACT OF 2018
SCHEDULED ON SEPTEMBER 29, 2021**

This pertains to the conduct of the Webinar on RA 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 scheduled on September 29, 2021 authorized pursuant to Special Order No. 2021-438 dated 18 August 2021. The event aims to strengthen the established service delivery efficiency, reduce red tape and expedite transactions in the DENR.

In relation to this, please advise your respective learners to follow the instructions in the attached document.

For any question or inquiry, please e-mail us at hdds-ddd@denr.gov.ph or send us a message on our official Facebook page. Training and Development Division. Mr. Alexius M. Caayao, program coordinator, may also be reached at 09059904343.

For information and appropriate action.


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

MEMO NO. 2021-645

WEBINAR ON RA 11032
September 29, 2021

Office	Learners
OUSEC for Finance, Information Systems and Climate Change	Maria Teresa B. Espinol
OASEC for Field Operations-Visayas	Mark Anthony B. Manaog
Financial and Management Service	Wilma P. Villanueva
	Mary Jane S. Noble
	Jan Aldin S. Besa
	Dionito F. Cabrera, Jr.
	Shaira R. Dionela
	Carl Louie C. Quiohlag
	Maria Lucia Joy G. Gabriel
	Emerson P. Gorospe
	Kathlene R. Valdez
	Benjamin P. Cayabyab
	Sheila E. Romero
	Amilyn S. Dantes
	Priscilla T. Alconis
	Carla Monica M. Muan
	Rene Anthony D. Ayson
Honey May DG Fabian	
Administrative Service	Olivia F. Bersalona
	Alvin P. Legaspi
	Lourie A. Oliverio
	Ester Sarmiento
	Jeffrey C. Gonzales
	Millany M. Quezada
	Joseph D. Pamoceno
	Joshua E. Vallejos
Justo C. Neyra, Jr.	
Legal Affairs Service	Julie Ann Llamera
	Frederick P. Romulo
	Ricky Aristotle M. Arzadon
	Paul Bryan F. Limyoco
	Leni A. Garcia
	Marites A. Tamayo
Strategic Communication and Initiative Service	Myrna C. Balatayo
	Melvin B. Soriano
	Louise Andrea C. Gonzales
Knowledge and Information Systems Service	Marinel A. Flordeliz
	Maria Angelica Y. Cezar
Foreign-Assisted and Special Projects Service	Laarni V. Marciano
	Maritess P. Romena
	Carina C. Manlapaz
Human Resource Development Service	Jayson B. Alconis
	Bryan V. Bonozo
	Cristobal S. Valdez, Jr.
	Jenifer P. Santelices
	Carlo C. Fajardo
	Francesca G. Ymata
	Carlo Alfonso A. Sarte
Cedric Froi A. Santos	

INSTRUCTIONS TO THE LEARNERS

1. Accomplish and submit the Learner's Profile through the link below not later than September 27, 2021.

the Learner's Profile Link: <https://forms.gle/3PviL4ME3phEKK1D76>

2. For first time users, to familiarize themselves to the website <http://zoom.us> or watch this video <https://www.youtube.com/watch?v=fGbpwZNW36I>
3. You need to have a cellular phone or a desktop computer/laptop with webcam and a reliable internet connection. It is advisable to use earphones with a microphone for a more interactive experience.
4. For cellular phone users, you need to download the Zoom Cloud Meetings in Google Play Store for Android or the App Store for iPhone.
5. For desktop/laptop users, visit <https://zoom.us/> and click JOIN A MEETING. The Meeting ID and password will be sent to your e-mail and through Messenger group chat. You may opt to download the zoom application, or join from the browser.
6. All learners are required to SIGN IN at 7:30 AM using the link below and follow the instructions on how to join the meeting to be sent by the host to your email accounts
<https://zoom.us/meeting/register-tJMzduupz8tHdYwOEd1HGMKDN2-UYTH-NgC>
7. All learners are required to be present during the entire webinar wearing appropriate clothes;
8. Close all background applications that have no connection with the webinar.
9. Never interrupt the speaker during the lecture. There will be an opportunity to ask questions after the presentation.
10. Do not leave while the webinar is ongoing. The meeting will end when the host exits at the end of the session.
11. For any question or inquiry, you may e-mail us at hrds-tdd@dcem.gov.ph, send us a message on our official Facebook page, Training and Development Division or contact Mr. Alexius M. Caayao at 09059904343.

Thank you

TDD-HRDS