



November 4, 2021

MEMORANDUM

FOR : All Heads of Office
DENR Central Office

The Head of Agency

Natural Resources Development Corporation (NRDC)
Laguna Lake Development Authority (LLDA)
National Water Resources Board (NWRB)
National Mapping and Information Resource Authority (NAMRIA)
Philippine Mining Development Corporation (PMDC)

The Regional Executive Director

DENR National Capital Region (NCR)
DENR Region IV-B (MIMAROPA)

The Director

Forest Management Bureau (FMB)
Environmental Management Bureau (EMB)
Mines and Geosciences Bureau (MGB)
Biodiversity Management Bureau (BMB)
Land Management Bureau (LMB)
Ecosystem Research Development Bureau (ERDB)

FROM : The Director
Administrative Service

SUBJECT : RESCHEDULE OF RENEWAL OF LICENSE TO OWN AND
POSSESS FIREARM (LTOPF) CARAVAN AND ONSITE
RELEASE AT DENR CENTRAL OFFICE COMPOUND

Relative to the Memorandum of the undersigned dated October 28, 2021 regarding the Renewal of License to Own and Possess Firearm (LTOPF) Caravan and Onsite Release at DENR Central Office on November 9, 2021, please be informed that the event is **rescheduled to November 22, 2021** at the DENR Social Hall, Main Building, DENR Central Office Compound, Visayas Avenue, Diliman, Quezon City.

In view thereof, this Office is respectfully reiterating that all Officials and Employees in your Office may renew their LTOPF on the said event, provided that they submit the following details/documents to the Office of the undersigned on or before November 15, 2021:

- Name on LTOPF and LTOPF Number;
- Make/Model and Caliber of Firearm; and
- Photocopy of DENR or Office Identification Card (ID).

For inquiries and other concerns, you may contact 8929-66-26 local 2297.

For information and guidance.

ROLANDO R. CASTRO