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**MEMORANDUM**

**TO: THE DIRECTOR**  
Financial and Management Service

**REGIONAL EXECUTIVE DIRECTORS**  
Regions 1 - 13, CAR, and NCR

**ALL BUREAU DIRECTORS**  
BMB, EMB, ERDB, FMB, LMB, and MGB

**HEADS OF ATTACHED AGENCIES**  
NAMRIA, NWRB, and PCSDS

**FROM: The Assistant Secretary**  
Finance, Information Systems, and Mining Concerns

**SUBJECT: "KUMUSTAHAN SESSION WITH THE DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) ACTION DOCUMENT RELEASING SYSTEM (ARDS) USERS" ON NOVEMBER 10, 2021, FROM 10:00 AM – 12:00 PM VIA ZOOM APPLICATION**

**DATE: 08 November 2021**

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This refers to the Department of Budget and Management (DBM) letter dated 29 October 2021 regarding the invitation to the Finance Officers, Budget Officers, and Accountants for the "*Kumustahan Session with the DBM Action Document Releasing System (ARDS) Users*" on November 10, 2021, from 10:00 AM – 12:00 PM via Zoom Application.

In this regard, please attend the said learning session with DBM. The link for the Zoom meeting will be sent by the DBM-Information and Communications Technology Systems Service (ICTSS) to the respective email addresses of the list of attendees (attached as Annex A).

For your compliance.

  
ENGR. NONITA S. CAGUIOA

Cc: The Undersecretary  
Finance, Information Systems, and Climate Change

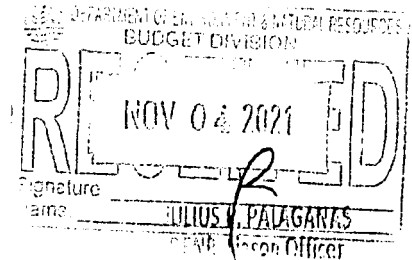
MEMO NO. 2021 776



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

October 29, 2021

**SECRETARY ROY A. CIMATU**  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City



Attention: **ANALIZA REBUELTA-TEH**  
Undersecretary  
Finance, Information Systems and Climate Change

Dear **Secretary Cimat**:

The Department of Budget and Management (DBM) expresses its appreciation for the successful transition of the **Department of Environment and National Resources** and its attached agencies towards the use of the DBM Action Document Releasing System<sup>1</sup> (ADRS) beginning October 1, 2021.

As part of our continuing efforts to improve the ADRS, may we invite your duly authorized representatives to a "**Kumustahan Session with ADRS Users**" on **November 10, 2021** from **10:00 AM-12:00 PM** via Zoom application. The session will cover the achievements and challenges on the use of ADRS based on user experience.

We will appreciate receiving the list of confirmed attendees through email at **eodbsecretariat@dbm.gov.ph** not later than **November 5, 2021** for coordination of the meeting credentials.

We thank you for your support to the digital transformation of the DBM by streamlining services pursuant to the directives of the President.

**KIM ROBERT C. DE LEON**  
*Undersecretary and  
Chairperson, DBM Committee on Anti-Red Tape*

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<sup>1</sup> The ADRS provides access to the digital version of the released budget authorization documents such as the Special Allotment Release Orders (SARO), Advices of Notice of Cash Allocation Issued (ANCAIs), their corresponding schedules and attachments.



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**CONFIRMATION OF ATTENDANCE**

**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : \_\_\_\_\_  
Session Date : \_\_\_\_\_

Name of Representative	Designation	E-mail Address
1.		

Confirmed by:

\_\_\_\_\_  
Head of Agency

*In compliance with the Data Privacy Act (DPA) of 2012 and its Implementing Rules and Regulations (IRR), submitting this form subjects your consent in the collection and use of your personal data. Rest assured all information provided shall be kept confidential and used solely for the purpose of the subject session.*

**CONFIRMATION OF ATTENDANCE**  
**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : Department of Environment and Natural Resources (DENR)

Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

**ATTACHED AGENCIES**

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**CONFIRMATION OF ATTENDANCE**  
**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : Department of Environment and Natural Resources (DENR)  
 Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

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**CONFIRMATION OF ATTENDANCE**  
*KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS*

Name of Agency : Department of Environment and Natural Resources (DENR)

Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

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**CONFIRMATION OF ATTENDANCE**  
**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : Department of Environment and Natural Resources (DENR)  
 Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

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**CONFIRMATION OF ATTENDANCE**  
**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : Department of Environment and Natural Resources (DENR)  
 Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

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**CONFIRMATION OF ATTENDANCE**  
**KUMUSTAHAN SESSION WITH THE ACTION DOCUMENT RELEASING SYSTEM (ADRS) USERS**

Name of Agency : Department of Environment and Natural Resources (DENR)

Session Date : November 10, 2021 - 10:00 AM to 12:00 PM

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