



Republic of the Philippines  
**Department of Environment and Natural Resources**  
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## MEMORANDUM

**FOR/TO** : **HEADS OF OFFICES, DENR CENTRAL OFFICE**

**FROM** : **THE ASSISTANT SECRETARY**  
Administration and Human Resources

**SUBJECT** : **SCHEDULE OF HOST OFFICES FOR THE FLAG RAISING CEREMONY FOR CY 2022**

**DATE** : **March 02, 2022**

This is to inform you of the schedule of hosting of the Flag Raising Ceremony starting March 07, 2022.

As the Inter-Agency Task Force for Emerging Infectious Diseases (IATF-EID) announced the Alert Level 1 in National Capital Region, and per Memorandum No. 2022-100 re: Advisory on the Guidelines on the Nationwide Implementation of Alert Level System for Covid-19 Response, all offices in areas declared to be under Alert Level 1 shall implement full operational capacity, subject to observance of minimum health and safety protocols. In line with this, please be informed that the Department will hold its face-to-face Flag Raising Ceremony starting March 07, 2022, limiting the hosting to the offices in the DENR central office.

Attached herewith is the program format that you may use. Please submit a tentative program to the Personnel Division five (5) working days before your assigned schedule or email at [denrpppms@gmail.com](mailto:denrpppms@gmail.com).

For inquiries and other details, please coordinate with Mr. Leo Angelo B. Prieto of the Personnel Division at 8928-9732 or at VOIP 1006/1007.

For information and guidance.

  
RUTH M. TAWANTAWAN, CESO II

MEMO NO. 2022 - 118

Let's Go Green!

DRIFT  
(Program Format)

DENR Flag Raising Ceremony  
(Date)

Host: Name of Office

**PROGRAMME**

**Pambansang Awit** - Name of assigned staff

**Panunumpa ng Katapatan sa Watawat** - Head of Office

**Panunumpa ng Kawani ng Gobyerno** – Name of assigned staff

**Panalangin** (*prepared prayer to be read*) - Name of assigned staff

**Recital of Mission, Vision and Quality Policy of DENR** - Name of assigned staff

**Information Sharing** (*not more than 3 minutes; person in-charge is advised to prepare a script*) - Head of Office

**Announcement from other offices**

**Message** - DENR Secretary or his representative

**Inang Kalikasan, Ating Tahanan** (*Awit ng DENR*) - Name of assigned staff

*Nanunumpa Sa Watawat  
Ng Pilipinas*

*Ako ay Pilipino,  
Buong katapatan  
Nanunumpa  
Sa watawat ng Pilipinas,  
At sa bansang kanyang  
Sinasagisag,  
Na may dangal,  
Katarungan at Kalayaan,  
Na pinakikilos ng  
Sambayanang  
Maka-Diyos, Maka-tao,  
Maka-kalikasan,  
at Makabansa*



## **PANUNUMPA NG KAWANI NG GOBYERNO**

Ako'y kawani ng gobyerno,  
tungkulin ko ang maglingkod  
nang tapat at mahusay.  
Dahil dito, ako'y papasok nang maaga  
at magtatrabaho ng lampas sa takdang oras  
kung kinakailangan.

Magsisilbi ako nang magalang at mabilis  
sa lahat ng nangangailangan.  
Pangangalagaan ko ang mga gamit, kasangkapan  
at iba pang pag-aari ng pamahalaan.

Pantay at makatarungan ang pakikitungo ko sa mga  
lumalapit sa aming tanggapan  
Magsasalita ako laban sa katiwalian at pagsasamantala.  
Hindi ko gagamitin ang aking panunungkulan  
sa sarili kong kapakanan.

Hindi ako hihingi o tatanggap ng suhol,  
sisikapin kong madagdagan  
ang aking talino at kakayahan upang ang antas ng  
paglilingkod sa bayan  
ay patuloy na maitaas.

Sapagkat ako'y isang kawani ng gobyerno  
at tungkulin ko ang maglingkod  
nang tapat at mahusay,  
sa bayan ko at sa panahong ito,  
ako at ang aking mga kapwa kawani  
ay kailangan tungo sa isang maunlad,  
masagana at mapayapang Pilipinas



Sa harap ninyong lahat, ako'y taos pusong nanunumpa.



Department of Environment and Natural Resources

### **MISSION**

**To mobilize our citizenry in protecting, conserving, and managing the environment and natural resources for the present and future generations.**

### **VISION**

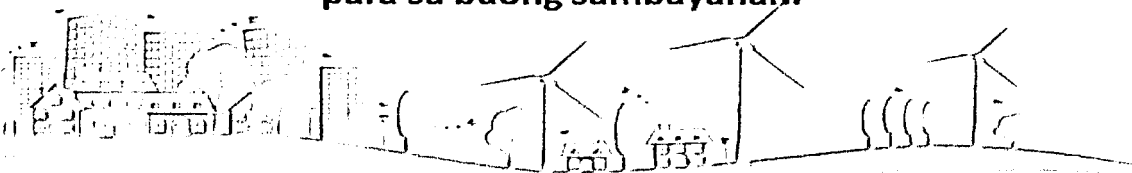
**A nation enjoying and sustaining its natural resources and a clean and healthy environment.**

### **QUALITY POLICY**

**We, at the Department of Environment and Natural Resources, are committed to be the driving force in the effective and efficient protection, conservation, management, development and use of the country's environment and natural resources for the welfare of the present and future generations.**

**We pledge to achieve quality environment and sustainable natural resources through good governance and high degree of professionalism, in consideration of the requirements of our stakeholders and in accordance with pertinent laws, rules and regulations. We adhere to continually improve our Quality Management System (QMS) to provide the highest quality of service and social justice to the people.**

**"Malinis nu kapaligiran at mayamang kalikasan para sa buong sambayanan."**





## ***DENR Hymn***

*Himig ng lahi, tinig ng lipi  
Sa salinlahi nagsasabi,  
Gubat halaman, dagat nating yaman  
Ating alagaan magpakailanman*

### **CHORUS**

*Halina bayan at magkapit bisig  
Ipagtalastasan sa buong daigdig,  
Inang kalikasan lagi mong ingatan  
Inang kalikasan ating tahanan*

*Sa kagawaran ang ating panata  
Likas yaman ay gawing sagana  
Angking talino ng ating katutubo  
Ating igalang, ipagsanggalang*

*Repeat Chorus*

*Inang kalikasan ating tahanan*



**SCHEDULE OF OFFICE HOSTING  
MONDAY FLAG RAISING CEREMONY**

March- December 2022

DATE	Host Office
<b>MARCH</b>	
March 7	Gender and Development (GAD)
March 14	Office of the Secretary
March 21	Director, Strategic Communication and Initiatives Service
March 28	Director, Administrative Service
<b>APRIL</b>	
April 4	Director, Legal Affairs Service
April 11	Director, Financial and Management Service
April 18	Director, HRDS
April 25	Director, Knowledge and Information Systems Service
<b>MAY</b>	
May 2	Director, Policy and Planning Service
May 9	Director, Foreign Assisted and Special Project Service
May 16	Director, Climate Change Service
May 23	IAS, Management Audit Division
May 30	IAS, Operations Audit, Division
<b>JUNE</b>	
June 6	SCIS, Development Communication Division
June 13	SCIS, Public Information Division
June 20	SCIS, Strategic Alliance and Environmental Partnership Division
June 27	SCIS, Stakeholders Management and Conflict Resolution Division
<b>JULY</b>	
July 4	AS, General Services Division
July 11	AS, Records Management Division
July 18	AS, Property and Supply Management Division
July 25	LAS, Internal Affairs Division
<b>AUGUST</b>	
August 1	LAS, Claims and Conflict Division
August 8	LAS, Investigation and Arbitration Division
August 15	LAS, Litigation and Prosecution Division
August 22	LAS, Legal Research and Opinion Division

<b>DATE</b>	<b>Host Office</b>
<b>SEPTEMBER</b>	
September 5	LAS, Legal Crisis Prevention and Management Division
September 12	FMS, Accounting Division
September 19	FMS, Budget Division
September 26	FMS, Management Division
<b>OCTOBER</b>	
October 3	HRDS, Personnel Division
October 10	HRDS, Training and Development Division
October 17	HRDS, Career Development Division
October 24	KISS, Information Systems Division
October 31	KISS, Network Infrastructure Division
<b>NOVEMBER</b>	
November 7	KISS, Statistics and Data Resource Management Division
November 14	PPS, Planning and Programming Division
November 21	PPS, Policy Studies Division
November 28	PPS, Program Monitoring and Evaluation Division
<b>DECEMBER</b>	
December 5	FASPS, Project Accounts Management Division
December 12	FASPS, Project Monitoring and Evaluation Division
December 19	FASPS, Project Preparation Division
December 26	FASPS, Project Management Division