



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, 1100 Quezon City
Tel. Nos. (632) 929-6626 to 29; (632) 929-6252; 929-6620; 929-6633 to 35
E-mail: web@denr.gov.ph; Website: www.denr.gov.ph

ADVISORY NO. 1

WORKSHOP ON UPDATING THE PERSONNEL SERVICES ITEMIZATION AND PLANTILLA OF PERSONNEL

FOR/TO: All Participants

FROM: The Director, Financial and Management Service

Below are the details of the abovementioned workshop:

1. Venue and Accommodation: Widus Hotel, Clark Freeport Zone, Pampanga 2023

Check-in	March 23, 2022	2:00 PM
Check-out	March 25, 2022	12:00 NN

2. Transportation will be provided on the following dates:

Date	Departure Time	From	To
March 23, 2022	6:00 AM	Central Office	Venue
March 25, 2022	4:00 PM	Venue	Central Office

3. For those who will not be joining the bus, please be at the venue before 9:00 AM.
4. **All the necessary documentary requirements** in updating the PSIPOP for FY 2023 PS allocation **must be brought to the venue.**
5. Each participant should bring her/his **vaccination card, own laptop, ARTA ID, and extension cord.**
6. No additional number of participants will be allowed.
7. No accommodation shall be allowed for drivers.
8. For more information, please contact Ms. Alicia Torio and Ms. Tricia Beatrice Pelayo of the Budget Division through telephone number: 8925-2343 or VOIP number: 1024.


ANGELITO V. FONTANILLA