

Republic of the Philippines
Department of Environment and Natural Resources
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APR 04 2022

MEMORANDUM

TO : ALL CONCERNED OFFICES/END-USER UNITS
DENR Central Office

FROM : THE UNDERSECRETARY
Legal, Administration, Human Resources and Legislative Affairs

SUBJECT : LIST OF OFFICES INCLUDED IN THE CONSOLIDATED
ANNUAL PROCUREMENT PLAN-COMMON-USE SUPPLIES
AND EQUIPMENT FOR CY 2022


This has reference to the Memoranda Nos. 2020-672 and 2021-411 dated 16 December 2020 and 1 June 2021 pertaining to the submission of approved Project Procurement Management Plan (PPMP) for CY 2022 to Bids and Awards Committee thru its Secretariat on or **before 29 January 2021 and 18 June 2021**, respectively.

In compliance with the Advisory No. 2021-007 issued by the Procurement Service of the Department of Budget and Management (PS-DBM) on the submission of 2022 Annual Procurement Plan-Common-use Supplies and Equipment (APP-CSE) to PS-DBM via Virtual Store (VS) facility on 31 August 2021 and as one of the requirements under agencies accountabilities in the PBB FY 2021, the BAC thru its Secretariat has consolidated the submitted approved CY 2022 PPMPs of each office in the Department into an APP-CSE for CY 2022 and uploaded the same after approval in the PS Virtual Store on August 24, 2021.

In this regard, please be informed that offices who failed to submit on time its approved 2022 PPMP-CSE to the BAC Secretariat were not included in the 2022 APP-CSE of the Department. Hence, these offices are advised to prepare their respective Purchased Requests with approved Supplemental/PPMP covering their CSE requirements which shall be processed under the Alternative Method of Procurement, specifically Shopping, and **submit to the BAC thru its Secretariat within the deadline specified in Memorandum No. 2022-77 dated 10 February 2022.**

For your reference, attached as Annex "A" is the List of Offices included in the APP-CSE for CY 2022.

For your information and appropriate action.


ATTY. ERNESTO D. ADOBO, JR., CESO I

OFFICES INCLUDED IN THE CONSOLIDATION FOR APP-CSE 2022	
1	Office of the Secretary
UNDERSECRETARY	
2	Undersecretary for Indigenous Peoples Affairs and Mindanao Environmental Priority Projects
3	Undersecretary for Enforcement, Solid Waste Management, Local Government Units Concerns and Attached Agencies
4	Undersecretary for Finance, Information Systems and Climate Change
5	Undersecretary for Special Concerns
6	Undersecretary / Chief of Staff
7	Undersecretary for Legal, Administration, Human Resources and Legislative Affairs
8	Undersecretary for Policy, Planning and International Affairs
ASSISTANT SECRETARY	
9	Assistant Secretary for Legislative Affairs
10	Assistant Secretary for Administration and Human Resources
11	Assistant Secretary for Policy, Planning and Foreign Assisted and Special Projects
12	Assistant Secretary for Finance, Information Systems and Mining Concerns
13	Assistant Secretary for Legislative Affairs
14	Assistant Secretary for Enforcement
DENR Task Force	
15	Boracay Inter-Agency Task Force Management Group
CLIMATE CHANGE SERVICE	
16	Climate Change Service-OD
STRATEGIC COMMUNICATION AND INITIATIVES SERVICE	
17	Strategic Communication and Initiatives Service-OD
18	DENR-Action Center/Hotline
19	Development Communication Division
20	Strategic Alliance and Environmental Partnership Division
21	IEC
LEGAL AFFAIRS	
22	LAS-OD
23	Investigation and Arbitration Division
24	ADR Committee
25	Litigation and Prosecution Division
26	Internal Affairs Division
27	Claims and Conflict Division
28	Anti-Fake Titles Committee
29	Gen. San City Reversion & Cancellation Team
ADMINISTRATIVE SERVICE	
30	Administrative Service-OD
31	Property and Supply Management Division
32	Records Management Division
33	Disposal Committee
34	Bids and Awards Committee
35	Environmental Management System
36	Project HOPE

OFFICES INCLUDED IN THE CONSOLIDATION FOR APP-CSE 2022	
HUMAN RESOURCE DEVELOPMENT SERVICE	
37	Human Resource Development Service -OD
38	Personnel Division / HR Activities
39	Career Development Division
40	Training and Development Division
41	Local Scholarship
INTERNAL AUDIT SERVICE	
42	Internal Audit Service-OD
43	Operations Audit Division
44	Management Audit Division
FINANCIAL AND MANAGEMENT SERVICE	
45	Financial and Management Service-OD
46	Budget Division
47	Budget Division (PFMRP)
48	Accounting Division
KNOWLEDGE AND INFORMATION SYSTEMS SERVICE	
49	Knowledge and Information Systems Service
POLICY AND PLANNING SERVICE	
50	Policy and Planning Service-OD
51	Policy Studies Division
52	Program Monitoring and Evaluation Division
FOREIGN ASSISTED AND SPECIAL PROJECTS SERVICE	
53	Foreign Assisted and Special Projects Service-OD
54	Project Preparation Division (PPD)
55	Project Accounts Management Division (PAMD)
56	Project Monitoring and Evaluation Division (PMED)
57	Project Management Division (PMD)
58	PMED (SDS-SEA)
59	PPD (EMLM)
60	SUPPORT TO GEF
61	Support Fund 101-A.2.D
62	PMED-KMU
OTHER OFFICES	
63	River Basin Coordinating Office
64	Manila Bay Coordinating Office
65	DENR-CARP
66	COA
67	Legislative Liaison Office