



Republic of the Philippines  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
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**MEMORANDUM FROM THE ACTING SECRETARY**

**TO : ALL LAWYERS HOLDING PERMANENT POSITIONS**  
DENR Central Office, Regional Offices, Bureaus and  
Attached Agencies

**SUBJECT : AUTHORITY TO ENGAGE IN A LIMITED PRACTICE**  
**OF LAW**

Pursuant to DENR Memorandum Circular No. 01 dated 16 January 2017, Guidelines on the Authority to Engage in a Limited Practice of Profession by Lawyers Holding Permanent Position in DENR Central Office, Regional Offices, and Bureaus: Civil Service Resolution No. 011096 dated 29 June 2001; and in accordance with paragraph B, Section 12, Rule VIII of the Revised Civil Service Rules and Memorandum No. 17 dated 04 September 1986 of the then Deputy Executive Secretary, Office of the President, Malacañang, Manila, you are hereby permitted to engage in a limited practice of the legal profession, subject strictly to the following:

1. Officials or employees who are members of the BAR may be allowed to teach in a college, university, or educational/training institution **outside of the regular work hours.**
2. **Officials with a rank of Director or equivalent up to Undersecretary or its equivalent are prohibited from court practice** as their duties and responsibilities require that their entire time be at the disposal of the Government and of this Department.
3. Officials or employees below the rank of Director, who are members of the BAR may be granted an authority to practice their profession and appear as counsel before any court of law or tribunal **except if such practice will be in conflict or tend to conflict with their functions.**
4. Officials or employees with Authority to Practice their profession **should file a leave of absence or secure a written "Permission to Leave" from office from the head of their respective operating unit indicating therein the said purpose. The time spent in attending court processes or hearings must be accordingly deducted from the accrued vacation leave of the concerned official or employee.**

5. In granting the "Permission to Leave" the head of the operating unit concerned must ensure that the delivery of public service will not be impaired.
6. No government time, vehicle, personnel, funds, or supplies shall be utilized in the pursuit of one's profession except when the official or employee concerned is defending the interest of the government.
7. The grant of authority shall further include the following conditions:
  - a. It shall not entail any conflict of interest;
  - b. It shall not be in representation of a client whose cause of action is against the government;
  - c. It shall not involve the use of government funds or property;
  - d. It shall not involve impair the efficiency in the discharge of the lawyer's regular functions in the Office, and absences incurred, if any, shall be covered by duly approved vacation leaves and pass slips; and
  - e. It shall be subject to the provisions of Republic Act No. 6713 (Code of Conduct and Ethical Standards for Public Officials and Employees) and such other relevant Civil Service Law and Rules.
8. Officials or employees with Authority to Practice their Profession, may engage in any practice of law which are not in conflict with interest of DENR and of the government, and shall not be limited to the following:
  - a. Civil Cases (e.g. adoption, annulment, collection for sum of money, etc.);
  - b. Labor Cases;
  - c. Notarial Practice;
  - d. Deportation Cases; and
  - e. Any other analogous cases.

For your information, guidance, and strict compliance.

**JIM O. SAMPULNA**  
*Acting Secretary*

