



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR : The Regional Executive Directors
All Regions

FROM : The Director
Knowledge and Information System Service

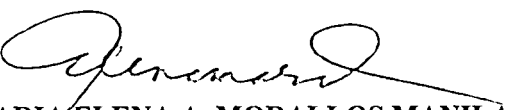
SUBJECT : **GUIDELINES FOR THE IMPLEMENTATION OF FY 2022 DATA MANAGEMENT INCLUDING SYSTEMS DEVELOPMENT AND MAINTENANCE CENTRAL OFFICE-BASED FUND (COBF) AMOUNTING TO TWO (2) MILLION PESOS**

DATE : 05 JAN 2022

This is in relation with the preparation of Work and Financial Plan (WFP) for the Data Management including Systems Development and Maintenance amounting to Two Million Pesos (P2,000,000.00) which will be downloaded to your office. As stated in the Approved Operational Planning Guidelines for FY2022, we would like to reiterate the following:

1. Sufficient amount per Region shall be allocated for the implementation of applicable internet connectivity. Expenses incurred by PENROs and CENROs related to said activities shall be included;
2. The Regional Offices shall allocate a sufficient bandwidth of at least 10 Mbps, while PENROs and CENROs shall allocate at least 5 Mbps in their internet connection for LAMS operation. Those with separate LAMS office shall be provided with a separate internet connectivity;
3. Maintenance and updating of the DENR Control Map at the field offices in accordance with the prescribed Guidelines and Standards in the Establishment and use of DENR Control Map;
4. Consolidate all GIS maps for Regional Mid-Term Plan preparation;
5. No PS services shall be charged to this fund;
6. No Job Orders/Contract of Service shall be charged under this PAP unless the original targets are accomplished. Hiring of JOs can only be done when savings are generated; and,
7. Sufficient amount per Region shall be allocated for the implementation of applicable information systems, statistical data and network infrastructure, including safety and security facilities. Expenses incurred by PENROs and CENROs related to the said activities shall be included.

For your guidance and strict compliance please.


MARIA ELENA A. MORALLOS MANILA