# Republic of the Philippines

# Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City Tel Nos. {632}929-66-26 to 29 | {632}929-62-52 929-66-20 | 929-66-33 to 35 929-70-41 to 43

### **MEMORANDUM**

TO

**ALL PENROs and CENROs** 

DENR NCR, CAR, Region I, Region III and IVA

FROM

THE ASSISTANT SECRETARY

Administration and Legislative Affairs

SUBJECT

USED PROPERTY AVAILABLE FOR TRANSFER TO THE

PENROs and CENROs

DATE

APR 2 0 2022

In line with the efforts of the Administrative Service to facilitate the immediate disposal of property that are found serviceable but not anymore needed in the department, please be informed that some property of the DENR – Central Office can be transferred to the field offices for use in their respective offices.

In this regard and if you are interested, you shall submit your request to the Office of the Undersecretary for Legal, Administrative, Human Resources and Legislative Affairs or to the undersigned through the Director, Administrative Service.

To date, the available used property/serviceable property are the following:

## A. DENR - Central Office

- a) Tables (clerical & computer table)
- b) Chairs
- c) Steel Cabinets (vertical steel cabinet)
- d) Back wooden cabinets
- e) Modular partitions (assorted)
- f) Desktop computers (assorted)
- g) Printers
- h) Conference tables
- i) Sofa

## B. DENR-PRCMO

Desktop computers (clone)

Attached are pictures of the property available for donation/transfer for your reference.

In your request, you must indicate the number of items needed in your office for allocation purposes and for documentation in the Property Transfer Report (PTR).

For your appropriate action.

JOAN A. LAGUNDA, D.M. DPA, MAS.

СН	QTY	
OFFICE CHAIR MID BACK LE	ATHERETTER BLACK COLOR	
		14 pcs.
OFFICE CHAIR LOW BACK I	TATUEDETTE DI ACK COLOD	
OFFICE CHAIR LOW BACK L	EATHERETTE BLACK COLOR	15 pcs.
		13 pcs.
CHAIR MOHA	R RED COLOR	
CHARTON	N NED COLON	3 pcs.
CHAIR HI BACK	GRAY / BLACK	
		6 pcs.
\\S		
Carly Survey Control		
CHAIR GOLDEN	BROWN COLOR	
CHAIN GOLDEN	S.I.O.VIII COLON	56 pcs.

CHAIR HI BACK GREEN / DARK GREEN COLOR	
	6 pcs.
CHAIR EXECUTIVE TYPE BLACK LEATHERETTE	
	3 pcs.
-6-	
CHAIR MOHAIR BLACK COLOR JR/SR	
	9 pcs.
CHAIR VISITOR NET TYPE BLACK COLOR	
	3 pcs.
M. Comments of the comments of	
CHAIR DINING TYPE COLOR GREEN / BLACK	
	1 pc.

CHAIR EXECUTIVE TYPE HI BACK BLACK COLOR	
	2 pcs.
CHAIR LOW BACK MAROON / RED COLOR	
	1 pc.
CHAIR VISITOR TYPE GRAY COLOR	
	1 pc.

TABLE	QTY
DESK COMPUTER TABLE WHITE / CREAM COLOR	
w/ 4 DRAWERS	2 pcs.
DESK COMPUTER TABLE GRAY / BROWN COLOR	
w/ 3 DRAWERS	
	2 pcs.
SIDE TABLE BROWN COLOR	
SIDE TABLE BROWN COLOR	2 ===
	2 pcs.
1 10 5	

CABINET	QTY	
STEEL FILING CABINET GREEN COLOR		
with 3 DRAWERS	1 pc.	
STEEL FILING CABINET BROWN / GRAY / CREAM / WHITE COLOR		
with 4 DRAWERS		
WITH TOWNERS	15 pcs.	
	20 000.	
BACK CABINET with 2 OPEN SHELVES 2 SHELVES W/ GLASS		
2 DRAWERS 2 SWING DOOR		
	1 pc.	
BACK CABINET 6 OPEN SHELVES 4 SWING DOOR		
	4 pcs.	

CABINET	BROWN COLOR with 5 S	SWING DOOR	
			1 pc.
THE PERSON NAMED IN			
TO STATE OF			
	TV RACK		
4 OPEN SHELVES	S WITH 2 GLASS SWING D	OOR BROWN COLOR	
The same of the sa	A STATE OF THE STA		1 pc.
No.	Van de la company de la compan		
Topics III			
60	c c		
	SOFA		
	BROWN COLOR 5 SEAT	TER	
A			2 pcs.
No. of the last of			
V			
Cat Charles			
	A STATE OF THE STA		
keen managarahan managarahan managarahan managarahan managarahan managarahan managarahan managarahan managarah	PLANT BOX		
	WHITE / CREAM / BRO	WN	
	THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER.		3 pcs.
C			
THE REAL PROPERTY AND ADDRESS OF THE PARTY AND			

	ARTITION			
PARTITION w/o GLASS COLOR VIOLET	HEIGHT	WIDTH	THICKNESS	QTY
	133cm	80cm	4 1/2 cm	19 pcs
		- Passa	<u> </u>	
		UNIV		
				****
PARTITION w/ GLASS COLOR SKY BLUE	148cm	125cm	4 1/2 cm	1 pc.
	148cm	75cm	4 1/2 cm	1 pc.
	148cm	100cm	4 1/2 cm	1 pc.
			_ Z ' ı E U	
			<b></b>	
			<del> </del>	W-47
And the second second				
PARTITION w/ GLASS COLOR BLUE / SKYBLUE	140cm 140cm	60cm 80cm	5 1/2cm 5 1/2cm	6 pcs.
	1400111	OUCITI	3 1/2011	6 pcs.
Ton Con				
AND THE STATE OF T				
PARTITION with GLASS COLOR BROWN	118cm	53cm	6cm	2 pcs.
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DARTITION / CLASS COLOR CREEN	101	60	C	C
PARTITION w/o GLASS COLOR GREEN	101cm 102cm	60cm 90cm	6cm	6 pcs.
	102cm	140cm	6cm	8 pcs.
	102011	1400111	OCITI	8 рсз.
The second secon				
Management of Control of the Control	1-5			
PARTITION w/o GLASS COLOR BLUE / SKYBLUE	86cm	120cm	6cm	3 pcs.
	87cm	110cm	6cm	1 pc.
	86cm	60cm	6cm	3 pcs.
	147cm	60cm	6cm	1 pc.
	277.011	000111		
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				The state of the s
Commence of the Commence of th				
PARTITION w/o GLASS COLOR PINK	148cm	127cm	6cm	3 pcs.
	2.30			1,000
Coulett.				
			1	

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PARTITION w/ GLASS COLOR BLUE	119cm	60cm	4cm	7 pcs.
	118cm	120cm	4cm	7 pcs.
PARTITION w/o GLASS COLOR LIGHT BLUE	122cm	60cm	5cm	16 pcs.
	120cm	72cm	5cm	2 pcs.
	150cm	72cm	5cm	1 pc.
	121cm	21cm	5cm	2 pcs.
PARTITION COLOR SKY BLUE w/ DESIGN	118cm	45cm	6cm	2 pcs.
	118cm	60cm	6cm	1 pc.

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DENR	CENTRAL OFFICE - ICT (serviceable)	
PICTURE/S	DESCRIPTION	QTY
	HP COMPAQ 6300MT intel core i5-3570, 500gb4gb DDR3 & HDD 500gb , Year Acquired: 2013	22
	LENOVO think centre, model: M82, intel core i5, 3550  Year Acquired: 2012	9
O CONTRACTOR OF THE PARTY OF TH	Clone brand, intel core i3, HDD 3.4GHzHDD 500gb Year Acquired: 2010	12
	ACER Brand, intel core i3	3
	PRCMO (serviceable)	
	Clone brand, intel core i3 /core i5, HDD 3.4GHzHDD 500gb  Year Acquired: 2010 - 2015	10
DENI	R CENTRAL OFFICE - ICT (repairable)	
	REPAIRABLE CPU's, intel core i3/i5, HDD 3.4GHzHDD 500gb	17