



Republic of the Philippines
Department of Environment and Natural Resources
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27 SEP 2022

MEMORANDUM

TO : All Regional Executive Directors
All Bureau Directors

FROM : The Assistant Secretary
Administration and Legislative Affairs

SUBJECT : PREPARATION AND SUBMISSION OF PRESENTATION ON THE
STATUS OF 2022 PROCUREMENT PROJECTS AND LIST OF MAJOR
PROCUREMENT PROJECTS TO BE DISCUSSED DURING FULL
DELIVERY UNIT MEETING


This refers to the Full Delivery Unit (FDU) Meeting held last 14 September 2022 at the DENR Central Office, wherein one of the agenda is the presentation of updates on the status of 2022 Procurement Activities of the Central Office.

During the discussion on the said meeting, the following agreements were made:

1. To require the same presentation on procurement for Bureaus and Regional Offices
(See template at <https://docs.google.com/presentation/d/1PP95hJz8JXwfw1rs3LRCMXsyfW71GHbj/edit#slide=id.p1>)
2. PSMD to include status report of major procurement activities of Bureaus and Regional Offices next FDU meeting

With this, you are hereby directed to prepare and submit a presentation on the Status of your 2022 Procurement Projects and List of Major Procurement Projects to the Administrative Service-Property and Supply Management Division (AS-PSMD) on or before 12 October 2022 thru its email address at bac.co@denr.gov.ph. Your submitted report will be presented during the FDU Meeting scheduled on 19 October 2022.

For information and strict compliance.


DR. JOAN A. LAGUNDA, MNSA

Copy furnished: Assistant Secretary for Field Operations-Eastern Mindanao
OIC, Assistant Secretary for Field Operations - Western Mindanao
OIC, Assistant Secretary for Field Operations - Luzon and Visayas
Supervising Assistant Secretary for FMB and ERDB
Supervising Assistant Secretary for BMB
Supervising Assistant Secretary for MGB
Supervising Undersecretary for LMB
Supervising Undersecretary for EMB

FDU Meeting
 14 September 2022
 Forest Management Bureau Conference Room

ISSUES/AGREEMENTS	RESPONSIBLE OFFICE/PERSON	TIMELINE
1. Status of Balances of Funds		
<ul style="list-style-type: none"> To include in the presentation the reasons for low utilization and recommendations 	FMS – Budget Division	
<ul style="list-style-type: none"> To submit action plan and reasons for low utilization 	EMB, PCSDS, MGB, FMB, BMB, LMB, CCS, KISS, HRDS	September 16, 2022
<ul style="list-style-type: none"> All bureaus to submit status of FDUs 		September 16, 2022
<ul style="list-style-type: none"> To submit breakdown of the amount (activities) of the causes of low utilization and issue specific memorandum to concerned offices to submit action plan 	FMS – Budget Division	
<ul style="list-style-type: none"> To analyze submitted action plan 	FMS – Budget Division	
<ul style="list-style-type: none"> For WMF - To identify measures to avoid similar situations in the future and to submit catch-up plan 	BMB	September 16, 2022
<ul style="list-style-type: none"> To include status report of major procurement of Bureaus and Regional Offices next FDU meeting 	AS-PSMD	
<ul style="list-style-type: none"> To design capacity building program for procurement (for bureaus and regional offices because of inadequacies) 	Administrative Service	
<ul style="list-style-type: none"> FMS, FMB and FAPs will have a separate meeting on the balances of FMB for possible reallocation of funds (FMP & INREMP). 		
<ul style="list-style-type: none"> 		
2. Status of Procurement		
<ul style="list-style-type: none"> To require the same presentation on procurement for Bureaus and Regional Offices 	AS-PSMD	
<ul style="list-style-type: none"> To assist the Bureaus and Regional Offices to improve their procurement activities 	PSMD (BAC RPs)	
3. Status of Funds of the GSD as of June 2022		
<ul style="list-style-type: none"> Requesting a copy of the presentation from GSD 	Management Division	
<ul style="list-style-type: none"> To submit documents for liquidation to the Accounting Division 	GSD	September 16, 2022

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4. Other Matters/Next Steps		
<ul style="list-style-type: none">Tentative FDU Meeting		October 19, 2022 (Wednesday – 9:00 AM)
<ul style="list-style-type: none">Php7.1 Million Budget for SECAL Bldg. – MOA		by next week
<ul style="list-style-type: none">Request of NAMRIA – Php17 Million – will send memo to NAMRIA		