



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, 1100 Quezon City  
Tel. Nos. (632) 929-6626 to 29, (632) 929-6252; 929-6620; 929-6633 to 35  
E-mail: web@denr.gov.ph; Website: www.denr.gov.ph

## NOTICE OF MEETING

NOV 25 2022

**TO : DENR REGIONAL OFFICES**  
The Assistant Regional Director for Technical Services  
Regional SPICS Focal Persons  
  
FMS, Management Division Focal Persons

**FROM : THE DIRECTOR**, Internal Audit Service; and  
**HEAD**, Sub-CART on SPICS

**DATE : 2 December 2022 (9:30 am)**

**VENUE : Video Conferencing via Google Meet**  
*meet.google.com/tqw-xtbj-soq*

**AGENDA : UPDATING WITH THE DENR REGIONAL OFFICES ON THEIR COMPLIANCE WITH THE FY 2022 STREAMLINING AND PROCESS IMPROVEMENT OF CRITICAL SERVICES (SPICS)**

1. Deliverables;
2. Updating of the list and contact details of the SPICS Focal Persons;
3. Provision and consolidation of accomplishments using Google Sheets;
4. Sharing of respective's process improvement on RO-F-05 Issuance of Tree Cutting and/or Earthballing Permit for Trees Affected by Projects of National Government Agencies (DPWH, DOTR, DEPED, DA, DOH, CHED, DOE, and NIA); and
5. Other matters.

It shall be noted that RO-F-05 of the DENR Citizen's Charter (1<sup>st</sup> Edition, s. 2022) has been enrolled as the external critical service for FY 2022.

In view of process improvement and the Department's compliance with the SPICS/ Process Result requirement of the AO25 Inter-Agency Task Force Memorandum Circular No. 2022-1, a meeting is scheduled to discuss the aforementioned agenda.

For questions and further clarifications, your staff may contact **For. Jake Lorenz C. Aldovino** of the Management Audit Division, IAS at 8926-6576 (telefax); 1128 (VoIP); or email us at [ias.mad@denr.gov.ph](mailto:ias.mad@denr.gov.ph).

For strict attendance.

**VICENTE B. TUDDAO JR., Ph.D., CESO IV**

Cc: Undersecretary for Legal, Administration,  
Human Resources and Legislative Affairs, and  
Chairperson, Committee on Anti-Red Tape

MEMO NO. 2022 - 836