



Republic of the Philippines
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FEB 13 2023

MEMORANDUM

TO : All Heads of Offices, DENR Central Office
All Regional Executive Directors
All Bureau Directors
All EMB and MGB Regional Directors
All Heads of Attached Agencies
All PENR Offices
All CENR Offices

FROM : The Undersecretary
Legal and Administration

SUBJECT : REITERATION OF DENR MEMORANDUM CIRCULAR
NO. 2005-14 DATED OCTOBER 4, 2005

This is to reiterate DENR Memorandum Circular No. 2005-14 dated October 4, 2005 entitled “Dissemination of Issuances and Information via E-Mail”.

In order to promote austerity measures and in line with the continuous implementation of Quality Management System (QMS) in the Department, the Records Management Division (RMD) will disseminate issuances, information and policies via electronic mail (e-mail).

You may view/retrieve/download copies of issuances such as Memorandum Orders, Circulars, and Administrative Orders through the DENR website at www.denr.gov.ph. Special Orders and Memoranda of concerned offices can be accessed in your official e-mail addresses. For inquiries, you may call telephone numbers 8926-8079/8929-6626 loc. 2085 or e-mail rmdd@denr.gov.ph.

For information and guidance.

ATTY. ERNESTO D. ADOBO, JR., *CESO I*



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DENR Memorandum
Circular No. 2005 - 014

OCT 04 2005

SUBJECT : **DISSEMINATION OF ISSUANCES AND INFORMATION
VIA E-MAIL**

In line with the austerity measures of the Department and to keep pace with the ever changing demands of technology, the Records Management and Documentation Division (RMDD) will commence the dissemination of issuances and information via e-mail to concerned offices effective November 2005.

In this regard, all concerned officials/focal persons are hereby advised to regularly monitor their official e-mail addresses to check for new issuances and information. However, the use of distribution list which the receiving staff acknowledges receipt of issuances and information will still be adopted until the end of this year. Thereafter, acknowledgement by concerned offices shall be done through e-mail.

Hence, you may view/retrieve copies of Issuances such as Memorandum Orders, Circulars, Administrative Orders and Special Orders by logging on to our website at www.denr.gov.ph. For any inquiry, e-mail at rmdd@denr.gov.ph or call telephone numbers 9262694/9296626 loc. 2085.

For strict compliance and guidance.


ARMANDO A. DE CASTRO