



Republic of the Philippines  
**Department of Environment and Natural Resources**  
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**NOTICE OF MEETING**

TO : The Director  
**Financial and Management Service**

The Assistant Directors  
Bureau Accountants  
Budget Officers  
**BMB, EMB, ERDB, FMB, LMB, MGB**

Concerned Management Division Staff, FMS

FROM : The Assistant Secretary  
Finance, Information Systems and Mining Concerns

DATE : 17 January 2023

TIME : <sup>11</sup>8:30 AM onwards

VENUE : ASEC FISMC Conference Room, 5/F DENR Main Building

AGENDA :

- 1) Consultation Regarding the Policy on the Processing of Claims on Daily Travel Expenses (DTE), and Transportation and Miscellaneous Expenses for Official Local Travel
- 2) Other Matters

Your attendance is highly enjoined.

ENGR. NONITA S. CAGUIOA