



Republic of the Philippines
Department of Environment and Natural Resources
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MAY 15 2023

MEMORANDUM

TO : **The Regional Executive Directors**

The Directors
Land Management Bureau
Biodiversity Management Bureau
Forest Management Bureau
Ecosystems Research Development Bureau

FROM : **The Undersecretary**
Legal and Administration &
Chairperson DENR Fleet Management Committee

SUBJECT : **SUBMISSION OF MOTOR VEHICLES INVENTORY AND RE-FLEETING PLAN**

This refers to the upcoming writeshop of the DENR Fleet Management Plan for the period FY 2024 to 2028.

The Fleet Management Committee of the DENR Central Office is requiring the Regions and Bureaus to submit their inventory of motor vehicles and other documents pertaining to its aging, disposal and procurement. The Regions shall submit the summary of motor vehicle inventory of DENR Regional Office, PENRO and CENRO to the DENR-CO Fleet Management Committee.

You are hereby instructed to submit your respective inventory and re-fleeting plan for consolidation to denrfleetmanagement@gmail.com on or before **May 26, 2023**. Below is the link that can access the forms to be used for your submission https://drive.google.com/drive/folder/folders/1Dp11QyYePrEKUAdoKx_p0dzxJ6hYw4z?usp=share_link.

For compliance.

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

MEMO NO. 2023 - 442

Region / Office: _____

(operating unit = Regional Office / PENRO / CENRO)

PROPOSED VEHICLE REQUIREMENT

OFFICE	OFFICIAL	STAFF	TOTAL NO. OF VEHICLE(S)	TYPE OF VEHICLE										
				Van	Pick-up	SUV	AUV	CUV	Bus/Mini Bus	Heavy Equip-ment	MPV	Water Craft	Tri-wheeled Vehicle	Motor-cycle /ATV
REGIONAL OFFICE														
Office of the Regional Executive Director														
Assistant Regional Director for Technical Services														
Assistant Regional Director for Management Services														
Licenses, Patents and Deeds Division														
Surveys and Mapping Division														
Conservation and Development Division														
Enforcement Division														
National Greening Program														
Planning Management Division														
Finance Division														
Administrative Division														
Legal Division														
Total														

Prepared by:

Certified Correct:

Chief, Administrative Division

Regional Executive Director

15 yrs. Old															
more than 15 yrs old															
16 yrs. Old															
17 yrs. Old															
18 yrs. Old															
19 yrs. Old															
20 yrs. Old															
more than 20 yrs old															
21 yrs. Old															
22 yrs. Old															
23 yrs. Old															
24 yrs. Old															
25 yrs. Old															
more than 25 yrs old															
26 yrs. Old															
27 yrs. Old															
28 yrs. Old															
29 yrs. Old															
30 yrs. Old															
more than 30 yrs old															
TOTAL															

Prepared by:

Certified correct:

f, Administrative Division

Regional Executive Director

DENR REFLEETING PROGRAM

(2022-2028)

1. DISPOSAL PLAN

TYPE OF VEHICLE	2023	2024	2025	2026	2027	2028	TOTAL
Van							
Pick-up							
SUV							
AUV							
CUV							
Bus/ Mini Bus							
Heavy Equipment							
MPV							
Water Craft							
Tri-wheeled Vehicle							
Motor-cycle /ATV							

1. PROCUREMENT PLAN

TYPE OF VEHICLE	2023	2024	2025	2026	2027	2028	TOTAL
Van							
Pick-up							
SUV							
AUV							
CUV							
Bus/ Mini Bus							
Heavy Equipment							
MPV							
Water Craft							
Tri-wheeled Vehicle							
Motor-cycle /ATV							

Motor Vehicle Inventory and Re-fleeting Program
As of

Agency : **Department of Environment and Natural Resources**

Date: As of

No.	Purpose	User or Office of Deployment	Brand and Model, Engine Displacement and Plate Number	Vehicle Classification	Date Acquired	Mileage and Status	Proposed Action	Year of Replacement						Remarks
								Year 1 (2023)	Year 2 (2024)	Year 3 (2025)	Year 4 (2026)	Year 5 (2027)	Year 6 (2028)	
1	For General Dispatch on official business of DENR personnel	GENERAL DISPATCH End-user/Priority: USEC LAHRLA	NISSAN PATROL SUPER SAFARI 4X4 Plate No. SLG-257/WDQ-607 Model: 2013 2953cc Diesel	SUV	March 5, 2013	134,206 km / Serviceable	Retention							PAR: Engr.Gilbert C.Mondroy Chief, PSMD PAR NO. 02-128-2019 DTD. FEB. 11, 2019 Property No. 2013-03-00091/ BMB-MV-041-15
MOTORCYCLES														
1	For the exercise of executive functions of the Office of the SECRETARY	GENERAL DISPATCH	MOTORCYCLE YAMAHA SZ16 Brand: YAMAHA Model: SZ16 150cc Gasoline	Motorcycle	Oct. 28, 2016	Serviceable	Retention							PAR: ALBERT EDU Senior Admin. Assistant V, OSEC PAR NO. T-2020-02-0041 DTD. FEB. 14, 2020 Property No.20172410018

Prepared by:

ENGR. GILBERT C. MONDROY
Chief, Property and Supply Mgmt. Division

Recommending Approval:

ROLANDO R. CASTRO
Director, Admin. Service

Approved by:

ATTY. ERNESTO D. ADOBO JR., CESO I
Undersecretary for Legal, Administration and
Legislative Affairs