



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

- FOR/TO** : Representatives from the:  
Office of the Secretary  
All Offices of the Undersecretary  
All Offices of the Assistant Secretary  
All Offices of the Director  
All Divisions
- FROM** : The Assistant Secretary  
Finance, Information Systems and Mining Concerns
- DATE/TIME** : *N. Caguioa*  
21 June 2023 (?) 1:30 PM onwards
- VENUE** : Conference Room, Office of the Director  
Financial and Management Service
- AGENDA** :
1. Processing of Claims
    - Summary of claims received (5 day period – April 18 to 27, 2023)
      - Analysis
    - Issues and concerns – Accounting and Budget Division
    - Recommendations
    - Checklist of requirements
    - Process flow – Accounting and Budget Division
  2. Other Matters.

Representatives of the above-mentioned offices are requested to attend online via Zoom Video Conferencing.

Link: <https://bit.ly/ChecklistConsultationPPC2023>

Meeting ID: 941 0540 2373

Passcode: DENRFMS

Your attendance will be greatly appreciated.

*N. Caguioa*  
ENGR. NONITA S. CAGUIOA