



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

FOR/TO : **DENR CENTRAL OFFICE**
Director, FMS, and Co-Head Sub-CART on SPICS
Chief and/or Other Representatives
Management Audit Division
Management Division
Program Monitoring and Evaluation Division

DENR REGIONAL OFFICES
Regional Executive Directors
Regional SPICS Focal Persons

DENR STAFF BUREAUS
Staff Bureau Directors
Staff Bureau SPICS Focal Persons

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

DATE : 6 September 2023 (9:00 am)

VENUE : Video Conferencing via Google Meet (<https://meet.google.com/qcc-zpbz-ukq>)

AGENDA : **COMPLIANCE WITH THE FY 2023 STREAMLINING AND PROCESS IMPROVEMENT OF CRITICAL SERVICES (SPICS)/PROCESS RESULTS REQUIREMENTS**

1. Discussion on the FY 2023 guidelines/requirements;
2. Deliberation on/identification of critical services [one (1) core/external service; and one (1) support/administrative/internal service] to be enrolled;
3. Updating of the list and contact details of the SPICS Focal Persons;
4. Provision of inputs and other pertinent documents using Google Sheets and Google Drive, respectively; and
5. Other matters.

A meeting on the aforementioned agenda is scheduled in view of process improvement and the Department's compliance with the SPICS/Process Results requirements per *Section 4.2 of AO25 Inter-Agency Task Force Memorandum Circular No. 2023-1*.

Prior the said meeting, the DENR Regional Offices and Staff Bureaus are enjoined to initially identify the critical services to be enrolled per specific guidelines set forth in the Memorandum Circular (*please see attached copy of the Memorandum Circular together with the Re-engineering Plan submitted to ARTA*).

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

For strict attendance.

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

cc: *The Chief of Staff and Supervising Undersecretary for Strategic Communications*
The Undersecretary for Legal and Administration, and Chairperson, CART
The Undersecretary for Field Operations - Luzon, Visayas and Environment
The Undersecretary for Field Operations-Mindanao