



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



February 16, 2024

**MEMORANDUM**

**FOR/TO :** All Officials and Employees  
DENR Central Office

**FROM :** The Undersecretary  
Legal and Administration

**SUBJECT :** WATER CONSERVATION MEASURES

In anticipation of the El Niño Phenomenon wherein water shall be scarce due to the prolonged dry season, the Department shall implement the following measures to lessen the impact of El Niño:

- Government Vehicles shall be limited to one (1) carwash per week;
- The Deep Well at DENR Central Office shall be activated to serve as alternative water source;
- Water collected from the Rainwater Harvester shall be used for gardening;
- All employees are requested to report water/plumbing leaks to the General Services Division (GSD) for immediate repair;
- All are encouraged to use the toilet flush and bidet properly and turn off all taps when not in use;

The Administrative Service (AS) shall monitor plumbing, water pressure and leaks and ensure that all fixtures are properly maintained.

For information and guidance.

  
ATTY. ERNESTO D. ADOBO, JR. CESO I

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