



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



JAN 15 2024

**MEMORANDUM**

**FOR : ALL REGIONAL EXECUTIVE DIRECTORS  
ALL BUREAU DIRECTORS  
ALL HEADS OF ATTACHED AGENCIES**

**ATTN : YOUTH DESK OFFICERS/FOCAL PERSON**

**FROM : THE DIRECTOR  
Strategic Communications**

**SUBJECT : SUBMISSION OF CY 2023 ANNUAL ACCOMPLISHMENT  
REPORT OF DENR YOUTH DESK**

In line with the preparation of the 2023 Consolidated Report of the DENR Institutional Youth Desk, may we respectfully request a copy of the 2023 accomplishment report of your respective youth desks on or before **January 17, 2024 (Wednesday)**. It is recommended that the report cover youth activities undertaken from 1st to 4th quarter of CY 2023.

The Regional Youth Desk Officers and Youth Desk Focal Persons of Bureaus and Attached Agencies may accomplish the annual accomplishment report matrix through this link <https://bit.ly/2023YouthAnnualReportMatrix>.

Attached is a copy of the above-said matrix for your reference.

Should you have any queries or concerns, you may reach Ms. Agatha Zepeda or Ms. April Casas of the SCIS - Strategic Alliance and Environmental Partnership Division through email address [youthdesk@denr.gov.ph](mailto:youthdesk@denr.gov.ph) or mobile numbers 0953-174-1410 and 0917-8160-772.

  
**KARMELA BEATRIZ L. GALURA**

