



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



MEMORANDUM

FOR : THE REGIONAL EXECUTIVE DIRECTORS
DENR CAR
DENR Region I
DENR Region II
DENR NCR
DENR IV-CALABARZON
DENR Region XII

ATTN : Participants of the Training of Trainers on the DENR Biometric Device and the Online Leave Management System (Batch 2)

FROM : THE ASSISTANT SECRETARY
Human Resources, Strategic Communication and Sectoral Initiatives


SUBJECT : AMENDMENT TO THE SCHEDULE OF TRAINING OF TRAINORS (TOT) ON THE DENR BIOMETRIC DEVICE AND THE ONLINE LEAVE MANAGEMENT SYSTEM (OLMS) BATCH 2

DATE : 26 APRIL 2024

This is in relation to the TOT on the DENR Biometric Device and the OLMS Batch II to be attended by participants from DENR Regions CAR, I, II, NCR, IV-CALABARZON, and XII, scheduled to be held on May 7-10, 2024 in Region III as authorized through Special Order No. 2024-170-B.

Please be advised that an equally important event will commence on the same dates mentioned and that the TOT of batch 2 will be rescheduled. Rest assured that the Personnel Division will coordinate with all offices concerned once the new schedule is finalized.

For your information and guidance.


HIRO V. MASUDA, DBA, CESO III

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