



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



ADVISORY
WORKSHOP ON THE UPDATING OF
DENR HARMONIZED CITIZEN'S CHARTER FOR
PAYMENT OF CLAIMS

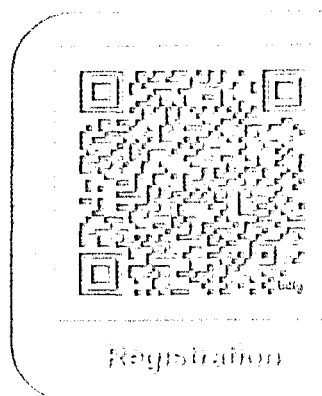
FOR : **All Participants**
Office of the Undersecretary for Legal and Administration
Accounting Division - Financial and Management Service
Budget Division - Financial and Management Service
Management Division - Financial and Management Service
Internal Affairs Division - Legal Affairs Service
Cashier Section, General Services Division - Administrative Service
Bids and Awards Committee/Property and Supply Management
Division - Administrative Service
Representative from Finance Division- DENR - CAR, NCR, Region I to XIII
Regional NGP Coordinator - DENR Region III
Representative from Forest Management Bureau

Date : 123 JAN 2024

The Department, through the Sub-Committee on Anti-Red Tape (CART) on Citizen's Charter Compliance and Monitoring, will conduct a workshop on updating of DENR Citizen's Charter for Processing of Payment of Claims on 05 to 08 February 2024, in Pampanga.

Please be advised of the following:

1. All participants are to fill-out the Pre-Registration Form thru the link <https://bit.ly/WorkshopPaymentofClaims>; or scan the QR code below;



2. The DENR Bus will convey the participants from the DENR Central Office to the venue and back to the DENR Central Office on the following dates:

Dates	Time	Origin/destination
February 05, 2024 (Monday)	09:30 A.M.	DENR-CO to Pampanga
February 08, 2024 (Thursday)	01:00 P.M.	Pampanga to DENR-CO

3. The workshop will be conducted **in-person** and participants are requested to wear Ease of Doing Business (EODB) IDs at all times;
4. Minimum Health Standards must be followed; and
5. If you have any food restrictions, kindly inform the organizers.

For inquiries, you may contact Mr. Vincent Flores or Ms. Virginia De Guzman, both of the Internal Affairs Division through VOIP No. 1095 or email address at denrcosubcart.citizenscharter@gmail.com


NORLITO A. ENERAN LL.M., CESO III

**WORKSHOP ON THE UPDATING OF THE DENR HARMONIZED
CITIZEN'S CHARTER FOR PAYMENT OF CLAIMS IN THE REGIONAL
OFFICES**

FEBRUARY 05 - 08, 2024

Program of Activities

Day 1 - 05 February 2024

11:00AM - 12:00NN

- Arrival and Registration of Participants for the workshop on Citizen's Charter for Payment of Claims

1:30PM - 5:00PM

- Prayer and National Anthem
- Opening Message
- Overview and Discussion of Program of Activities for the workshop on Citizen's Charter for Payment of Claims
- Presentation of Latest Requirements and the proposed revisions on the Processing of Payment of Claims
- Workshop on updating of the Citizen's Charter for Payment of Claims

Day 2 - 06 February 2024

8:00AM - 5:00PM

- Continuation of workshop on the updating of the Citizen's Charter for Payment of Claims

Day 3 - 07 February 2024

8:00AM to 12:00NN

- Continuation of workshop on the updating of the Citizen's Charter for Payment of Claims

1:30PM - 5:00PM

- Presentation of Workshop Outputs
- Open Forum

Day 4 - 08 February 2024

8:00AM - 11:00 AM

- Finalization of Citizen's Charter for Payment of Claims

11:00 AM - 12:00 NN

Closing Program