



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



**MEMORANDUM**

**FOR : All The Undersecretaries**

**The Administrators**  
NAMRIA, MWSS, LWUA

**The Assistant Secretaries**  
Legal Affairs and Enforcement  
Policy, Planning, International Affairs and Climate Change  
Human Resources and Sectoral Initiatives  
Mining Concerns

**The Directors**  
Financial Management Service  
Climate Change Service  
Knowledge and Information Systems Service  
Human Resource Development Service

**All Bureau Directors**

**The General Manager, LLDA**

**The Executive Directors**  
Palawan Council for Sustainable Development Staff (PCSDS)  
National Water Resources Board (NWRB)  
River Basin Control Office (RBCO)  
Manila Bay Coordinating Office (MBCO)

**All Regional Executive Directors**

**All Regional Directors**  
Mines and Geosciences Bureau  
Environmental Management Bureau

**FROM : The Undersecretary**  
Special Concerns and Legislative Affairs

**SUBJECT : INVITATION TO BUDGET PLENARY HEARING BEFORE THE  
HOUSE OF REPRESENTATIVES ON THE DENR FY 2025**

# PROPOSED BUDGET FROM THE COMMITTEE ON APPROPRIATIONS

DATE : 21 September 2024

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This is to respectfully request your attendance to the conduct of the Budget Plenary hearing for the FY 2025 DENR Proposed budget. Guidelines on the location and protocol set by the House of Representatives are as follows:

## 1. DATE AND VENUE

The Plenary hearing on the DENR FY 2025 proposed budget will be held on **24 September 2024 (Tuesday), 10:00 am onwards** at the **Plenary Hall, Main Building, House of Representatives, Batasan Hills, Quezon City**.

**HOLDING ROOM** will be at Conference Rooms 3 and 4, Ramon V. Mitra Building, House of Representatives, Batasan Hills, Quezon City. Call time for the attendees will be at **10:00 am**.

Directions to the aforesaid location can be accessed through this link <https://bit.ly/3XCyaxI> or this QR Code:



## 2. LIST OF ATTENDEES

The list of attendees from the DENR Concerned Offices must be submitted to the Legislative Liaison Office (LLO) before **22 September 2024 (Sunday)** in adherence to the **STRICT ENTRANCE POLICY** of the House of Representatives.

**Important Notice:** Persons whose names are not on the list will be prohibited from entering the House of Representatives. Furthermore, we ask that the essential staff's attendance be **restricted to a maximum of TWO (2) only** as there are only 50 slots available in the plenary hall, and another 50 slots available in the holding area.

Only DENR officials and authorized personnel are allowed to enter the Plenary Hall, the rest shall stay at the designated holding room, as advised by the Committee on Appropriations.

Lastly, due to the limited number of participants allowed, some will be asked to no longer attend but remain available and prepared to immediately receive calls or messages if any queries or issues related to their office should the need arise.

Kindly fill out the attendance guide which you may access through this link <https://bit.ly/3Zh5Zpl> or QR Code:



### **3. DRESS CODE**

In adherence to the Rules of the House of Representatives, wearing business/office attire during sessions and committee meetings is highly advisable.

Further, attendees should wear their agency ID while inside the House of Representatives.

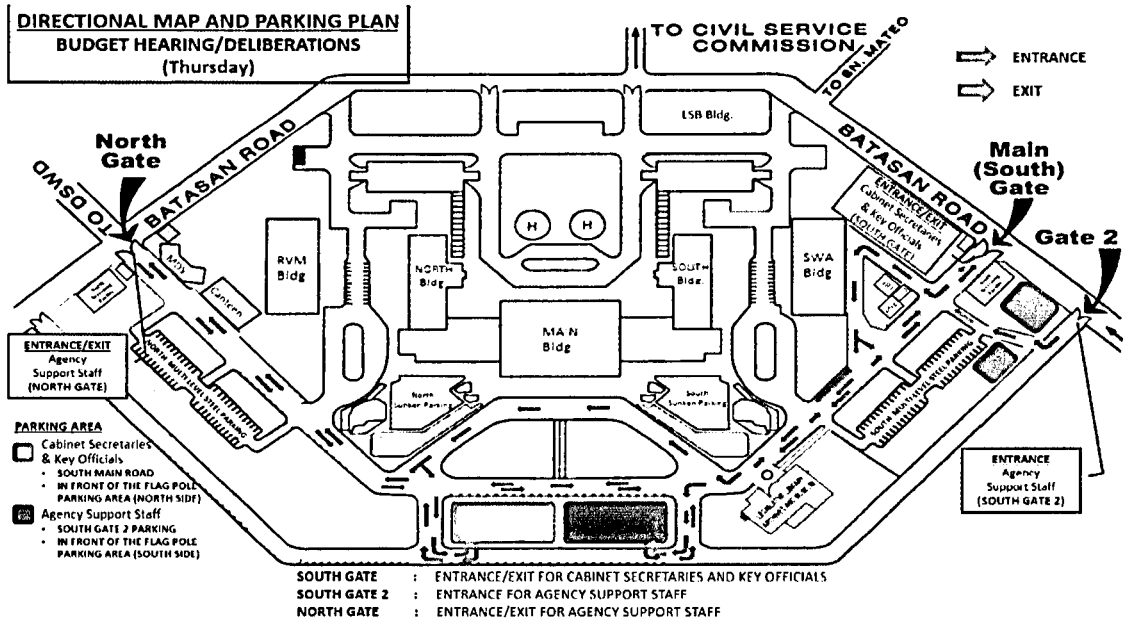
### **4. REMINDER**

Please be reminded that all attendees shall stay inside the premises of the House of Representatives until the DENR Budget is approved.

Additional instructions will be forwarded once received by our Office.

### **5. GATE ASSIGNMENT**

Please be guided by the previous gate assignments for easy access to the House of Representatives.



## 6. OTHER CONCERNS/CLARIFICATIONS

For any concerns and clarifications, you may contact DENR LLO at 8920 1761 or reach us through Atty. Angelique Pearl V. Miranda and Ms. Kamille Victoria H. Ordoveza at 0906 435 2325 and 0916 783 3907, respectively. You may also email us at [denrlllo@denr.gov.ph](mailto:denrlllo@denr.gov.ph).

For your information and guidance.

  
 IGNATIUS LOYOLA A. RODRIGUEZ