



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



**MEMORANDUM**

**FOR : All Regional Executive Directors**

**ATTN. : The Chiefs  
Planning and Management Division**

**FROM : The Director  
Knowledge and Information Systems Service**

**SUBJECT : REQUEST FOR SUBMISSION OF NAMES OF PARTICIPANTS  
FOR THE REFRESHER COURSE OF PLANS AND PROGRAMS  
INFORMATION SYSTEMS (PAPIS)**

**DATE : October 28, 2024**

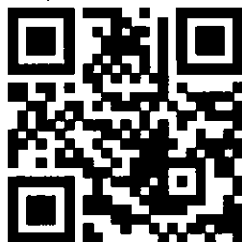
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This refers to the forthcoming conduct of the Refresher Course of the Plans and Programs Information System (PAPIS), which will be held on November 26-29, 2024, in Metro Manila.

In order to verify in the DENR Personnel Information System (DPIS), finalize the drafting of the Special Order, and create individual log-in accounts, please submit the complete names of your designated participants (preferably permanent personnel) as follows:

1. Two (2) Planning Officers from the Regional Office;
2. One (1) IT Focal Person from the Regional Office;
3. One (1) Planning Officer from PENRO;

Kindly fill out the form through this link <https://tinyurl.com/49rz4tnw> or the QR Code below not later than October 31, 2024, for proper consolidation.



MEMO NO. 2024 - 943

Visayas Avenue, Diliman, Quezon City 1100, Philippines  
[www.denr.gov.ph](http://www.denr.gov.ph)



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Should you have any concerns or inquiries, you may contact Mr. Antonio S. Bautista, Jr. of KISS-ISD at Tel Nos. (02) 8248-3367 local 1195 or 1198.

For your information and immediate compliance.

CC:

Planning and Programming Division  
Planning and Policy Service

*Arlene A. Romasanta*  
**ARLENE A. ROMASANTA**