

**DENR Memorandum Circular**

**No. 96-06**

**July 25, 1996**

**SUBJECT : Prescribing a Deadline for the Submission and Processing of Integrated Annual Operations Plans for CY 1996.**

In order to provide forest users who have been required to prepare and submit Integrated Annual Operations Plans (IAOPs) for CY 1996, pursuant to MC No. 96-04, ample time to undertake the various forestry operations covered by their respective plans, the following instructions are hereby issued for the information and guidance of all concerned:

1. The submission of 1996 IAOPs at the Regional Environment and Natural Resources Office (RENRO) shall not later than 31 July 1996. Any IAOP submitted after the said date shall be returned by the concerned RENRO to the forest user without action;
2. IAOPs submitted in accordance with the deadline prescribed in the immediately preceding section shall be processed and evaluated by the RENRO and shall forthwith forward the same to the Office of the Secretary, through the Director of the Forest Management Bureau (FMB), to reach the Office of the latter not later than 30 August 1996. Similarly, any IAOP received by the FMB after the prescribed date shall be returned to the RENRO without action.
3. Regional Executive Directors are enjoined to circularize these instructions to all concerned for their proper guidance and compliance

This Memorandum Circular shall take effect immediately.

**VICTOR O. RAMOS**  
Secretary