

**DENR Administrative Order
No. 2001 – 25
October 09, 2001**

**SUBJECT : Institutionalizing Tree Planting as
an Activity in Training Programs/
Workshop/Seminars with Three
(3) Days or More Duration.**

In support to the DENR's mandate, thrusts and priorities, tree planting activity shall be included as an essential component in the conduct of training programs/workshops/seminars with three (3) days or more duration. Each participant shall be required to plant not less than three (3) seedlings of any recommended tree species.

Henceforth, training implementors must consider the availability of planting sites and seedlings in the selection of venues. Further, the DENR office nearest to the training venues shall assist in finding suitable location and ensure the survival of planted seedlings.

No final payment for training/seminar expenses incurred will be made unless this order is complied. Implementor/organizer shall submit/attach a certificate of the undertaking to the Accounting Division for this purpose.

A quarterly report of compliance, using the attached format, shall be submitted to the Office of the Assistant Secretary for Finance and Management Services through the Human Resource Management Service (HRMS) for consolidation and evaluation (copy furnished FMB/REDs Office).

This Order shall take effect immediately.

(Sgd.) HEHERSON T. ALVAREZ
Secretary