



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

TO : **ALL REGIONAL EXECUTIVE DIRECTORS**

ATTENTION:

The Chief, Legal Division - ADR Focal Person, and
All Accredited ADR Officers

FROM : **The Assistant Secretary for Legal Affairs**
Chairperson, DENR ADR Committee

SUBJECT : **NOTICE FOR UPDATING CASE STATUS ON ALTERNATIVE
DISPUTE RESOLUTION - MONITORING AND RESULTS
SYSTEM (ADR-MRS)**

DATE : **29 October 2021**

This concerns the cases referred to Alternative Dispute Resolution Officers (ADROs) in your region for ADR Process in accordance with Department Administrative Order (DAO) 2016-30 and 2016-31 with information recorded and maintained in the ADR-Monitoring and Results System (ADR-MRS) database managed by the ADR Committee.

Pursuant to the DENR Memorandum Circular (DMC) 2021-03 known as "*Adoption of the Alternative Dispute Resolution - Monitoring and Results System*", specifically Section 6, ADROs or authorized administering officers, are required to input basic information of the case and update the ADR process status in the ADR-MRS:

Section 6. Implementation of ADR-MRS. All DENR offices providing ADR services to disputing clients and stakeholders shall utilize the ADR-MRS in their respective offices

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In the implementation of the ADR mechanism in the Department, the ADROs, third-party neutrals, or administering officers shall perform/observe the following:

6.1 Input the basic information of the case in the ADR-MRS and update the progress of the proceedings immediately after referral and session; xxx

The ADR Committee expects that ADRO's inputs in ADR-MRS are correct and complete, ADR's current process status are indicated, required ADR Forms are uploaded and attached as digital records in the System, and the ADR process are undertaken within the required period.

After initial review and evaluation of the database, status and digital data in the System by the ADR Committee Secretariat, it was found that cases referred for ADR process and the information inputted are with issues and concerns that need updating and completion by ADR Officers and/or Administering Officers from the PENR Offices or the Regional Office.

The complete information in the database like status of the case (Ongoing/Successful/Unsuccessful), basic information of parties and location of the subject property, attachments of the required digital records, and status on the issuance of the Order of Compromise Agreement (OCA) are needed to have an accurate and complete view of ADR implementation in the Department. Complete and accurate data of cases referred for ADR is important to assess the efficient and effective implementation of ADR system by the Regional Pool of ADROs as well as the individual ADROs performance as third party neutrals.

Also, let this Memorandum serve as notice to all ADROs and administering officers (PENR Officer or Regional Executive Director) to act on the Compromise Agreements entered by parties through the ADR Process and to fulfill the obligation of properly utilizing the ADR-MRS and the implementation of the ADR system pursuant to existing policies on ADR.

Should you have any questions, you may contact the ADR Committee Secretariat through denradrcom@gmail.com.

For your information and compliance.


ATTY. MICHELLE ANGELICA D. GO

Copy furnished:

The Undersecretary
For Field Operations and Environment