



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA
REPLY DOCUMENT

DMS Reference No: 2021-BE-0109926

Date: 10/22/2021
Client Agency: DENR-Office of the Secretary-Regional Office IVB-PENRO Palawan
Address: Visayas Avenue, Diliman, Quezon City

Dear **Sir/Madam:**

This pertains to the request submitted to this Office dated 10/05/2021 which was received on 10/15/2021.

☒ **REQUIRE ADDITIONAL SUPPORTING DOCUMENTS**

In order for us to proceed with the processing of the request, may we request for submission of the following additional documents (attach additional list if necessary):

1. Latest Inventory of Motor Vehicles per attached format; and
2. Latest Certificate of Availability of Funds.

Please indicate the DMS Reference Number in the cover page/transmittal sheet and submit the same to our BMB-E not later than _____.

☐ **RETURN THE DOCUMENTS TO CLIENT AGENCY CONCERNED**

☐ **COMPLETE** ☐ **PARTIAL** No of Pages: _____

Based on our review, it is necessary to return the documents you have submitted due to the following reason:

☐ Deficiency In The Document Submitted

Specifics (attach additional documents if necessary):

☐ Withdrawal of Request Reference: _____

Thank you.

GEMMA ILAGAN, OIC-Asst. Director, BMB-E

Head of Bureau/Service/Office