



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
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MEMORANDUM

TO : **ALL REGIONAL EXECUTIVE DIRECTORS**

FROM : **THE UNDERSECRETARY**
Field Operations – Luzon, Visayas and Environment
Field Operations Mindanao

SUBJECT : **INVENTORY OF ALL TIMBER AND NON-TIMBER FOREST PRODUCTS THAT ARE READILY AVAILABLE FOR DONATION AS REPAIR MATERIALS FOR DAMAGED SCHOOL BUILDINGS CAUSED BY EARTHQUAKES, TYPHOONS, AND OTHER CALAMITIES**

DATE : **AUG 02 2022**

Per recent instruction from the Secretary relative to the subject matter, you are hereby instructed to submit the requested data following the attached sample template and guidelines. Kindly provide your inputs/data to your respective Undersecretaries for Field Operations through the Google Links provided below:

- Field Operations – Luzon, Visayas, and Environment
<https://docs.google.com/spreadsheets/d/1XbXBZOAjx7bF0908tV1hTIsCi3Vz4dPV/edit?usp=sharing&ouid=114604008751686307550&rtpof=true&sd=true>
- Field Operations – Mindanao
<https://docs.google.com/spreadsheets/d/1N2KN7QxstDclwRkm2Pz-HY6Jlqw4RYQr/edit?usp=sharing&ouid=114604008751686307550&rtpof=true&sd=true>

Kindly provide your inputs in the Google Sheets **not later than 1pm of 03 August 2022**. Please be informed that the link access will be cut on the same time.

For strict compliance.

 **ATTY. JUAN MIGUEL T. CUNA, CESO I**  **JOSELIN MARCUS E. FRAGADA, CESO III**

**SAMPLE TEMPLATE FOR THE INVENTORY OF FOREST PRODUCTS AVAILABLE FOR DONATION IN THE REGIONAL
FIELD OFFICES**

Available Forest Products for Donation					
REGION 17	Timber Product Species	Volume Available Timber for donation in (bd.ft.)	Non-Timber Product Species	Volume of Available Non-Timber for donation (indicate unit)	Other Remarks, if any
OVERALL TOTAL					
Regional Office 17					
Enforcement Division					
Mabuhay Province					
PENRO Mabuhay					
CENRO Maliksi					
CENRO Masinop					
Malakas Province					
PENRO Malakas					
CENRO Masagana					
CENRO Matatag					

DATA SUMMARY		
Region Office 17	Total # of Available Timber Products (bd ft)	Total # of Available Non-Timber Forest Products (indicate type/s & unit/s)
Overall Total		
Regional Office		
PENRO-Level		
CENRO-Level		

Additional Guidelines:

- Only include products available for **IMMEDIATE DONATION**.
- For both Timber and Non-timber forest products, under the "*Species*" columns, kindly indicate "**Unidentified**" for unknown forest products which are readily available for donation.
- On the specification of units for Non-Timber Forest Products (NTFPs), please use the appropriate unit of standard depending on the type of NTFPs available, for example:
 - Bamboo - *poles*
 - Rattan - a.) split rattan – *kg*,
b.) unsplit rattan – *lineal meter*