



Republic of the Philippines  
**Department of Environment and Natural Resources**

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MEMORANDUM

FEB 16 2022

FOR : **DIRECTOR LORMELYN E. CLAUDIO**  
OIC, Executive Director  
DENR-Region IV-B  
1515 L & S Building, Roxas Boulevard,  
Ermita, Manila

ATTENTION : **PENRO MARY JUNE F. MAYPA**  
PENRO Oriental Mindoro  
Sitio II, Ilang-ilang St., Brgy. Suqui, Calapan City

**PENRO ERNESTO E. TAÑADA**  
OIC, PENRO Occidental Mindoro  
Brgy. Payompon, Mamburao, Occidental Mindoro

FROM : **THE CHAIRPERSON**  
Director, Financial and Management Service  
DENR Central office

SUBJECT : **CONDUCT OF PHYSICAL INVENTORY AS PER  
IMPLEMENTATION OF COA 2020-006 DATED JANUARY 31,  
2020**

Reference to the COA Circular No. 2020-006 dated January 31, 2020 regarding the Guidelines and Procedures in the Conduct of Physical Count of Property, Plant and Equipment (PPE), Recognition of PPE Items found at Station, and Disposition for Non-Existing/Missing PPE Items, for the One-Time Cleansing of PPE Account Balances of Government Agencies. Those balances which became a perennial issue and caused the non-establishment of the accuracy of the PPE balances presented in the financial statements. As such, the COA circular was issued for a one-time cleansing of PPE account balances of all government agencies.

Under DENR Special Order No. 2021-646 dated November 18, 2021 various Inventory Committee ~~was~~ created for the conduct of the physical count of PPE chaired by the undersigned for the implementation of the said circular. The Sub-Committee on Land and Land Improvement, Ms. Imelda dela Cruz, Chief of the Project Accounts Management Division of the Foreign Assisted and Special Projects Service is responsible of the said sub-committee.

Based on the record of the Accounting Division, the Low Income Upland Communities Project (LIUCP) which was completed on December 31, 2000 has recorded in the General Ledger the amount of Php61,393,499.50. However, the COA is requesting the DENR to submit the Report of Physical Count of Property, Plant and Equipment (RPCPPE) of the said project

In this regard, we are requesting you and concerned staff who has an institutional memory of the said project to a virtual meeting on February 17, 2022 (Thursday) at 2 pm to discuss the said circular and the activities to be done before we will deploy the members of the team. We will send the link to your respective email addresses before the start of the meeting.

Your attendance to said meeting is of utmost importance.

  
**ANGELITO V. FONTANILLA**

cc:

- Director Rolando R. Castro  
Administrative Service
- Ms. Diña Nillosan  
Chief, Accounting Division