



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

Visayas Avenue, Diliman, Quezon City, 1128  
Tel. Nos. (632) 8929-66-26 to 29 • (632) 8929-62-52  
8929-66-20 • 8929-66-33 to 35 • 8929-70-41 to 43  
Email: [web@denr.gov.ph](mailto:web@denr.gov.ph); Website: <https://denr.gov.ph>

MEMORANDUM

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**  
DENR Inventory Committee  
Director, Financial and Management Service  
DENR Central Office

SUBJECT : **CONDUCT OF PHYSICAL INVENTORY**

This has reference to the forthcoming conduct of actual ground validation and inspection of Land, Land Improvement of the completed foreign assisted project (LIUCP) in Mindoro tentatively scheduled on April 3-9, 2022.

Pleased be informed that based on the reconciliation of PPE as of 30 September 2021 ₱127,177,634.84 is under Other Land Improvement, of this amounts Php61,393,499.50 is under LIUCP as per Pre-Closing Trial Balance as of December 31, 2008 of the Accounting Division. Since LIUCP constitute 48.3% of the total Other Land Improvements account, the team agreed to proceed with the inventory of Other Land Improvements under LIUCP.

As discussed during the meeting on February 17, 2022, we were informed that financial documentation of the said project did not passed through the PENROs Oriental and Occidental Mindoro, hence, we cannot obtain any reports from the said office since during implementation the project was under the administration of the LGUs.

In this regard, we are requesting your office to assist the team in the conduct of actual ground inspection/validation as well as coordination with the LGUs concerned. The purpose of which is to include these land and land improvement in the RPCPPE of the Central Office. The validation is very necessary for the preparation of the RPCPPE which will be the basis for the transfer of PPEs to PENROs and/or LGUs. Further, this will also serve as compliance to the issued COA Circular No. 2020-006 dated January 31, 2020.

We appreciate very much your support for the conduct of the said activity authorized under DENR S.O. 2021-646 dated November 18, 2021.

  
**ANGELITO V. FONTANILLA**

cc:

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