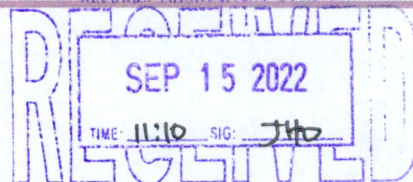




Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

Receiving Copy

DEPT. OF ENVIRONMENT AND NATURAL RESOURCES
RECORDS MANAGEMENT DIVISION



MEMORANDUM FOR THE SECRETARY

THRU : ATTY. ERNESTO D. ADOBO JR., CESO I
Undersecretary for Legal, Administration, Human Resources
and Legislative Affairs

FROM : THE REGIONAL EXECUTIVE DIRECTOR

**SUBJECT : REQUEST FOR AUTHORITY/PERMISSION TO
IMPLEMENT IN DENR MIMAROPA REGIONAL OFFICE
CSC MEMORANDUM CIRCULAR NO. 06, S. 2022 (FLEXI
WORK ARRANGEMENTS IN THE GOVERNMENT)**

DATE : SEP 08 2022

A major earthquake with magnitude (Mw) 7.0 shook the provinces in northwestern Luzon and adjacent areas including Metro Manila last 27 July 2022 (08:43 AM Philippine Standard Time). Two hundred fifty-four (254) aftershocks ranging from M 1.5 to M 4.7 were likewise recorded.

The aforementioned event brought fear and anxiety to DENR employees holding office at the DENR by the Bay Building due to the building's condition. It is more than 50 years old and was gutted by a fire sometime in the 1980s. Moreover, the last structural integrity certification issued by the DPWH on the building was in 2011.

During our Expanded Execom Meeting held last 01 August 2022, we agreed to request permission from the DENR Central Office to allow those DENR offices in the DENR by the Bay Building to adopt CSC MC No. 6, s. 2022 or the Flexi Work Arrangements in the Government to ensure the safety of its personnel and help ease the feeling of anxiety of the employees. Additional special work arrangements will likewise be accorded to women, senior citizens, pregnant and those differently abled persons as they have a hard time evacuating during earthquake, fire and other flooding incidents. Further, the building's 2 fire exits and stairs are not adequate to ensure safe exit. Evacuation ground is still to be identified since the building's frontage is not safe from flood waters and tsunami.

It is recommended that a combination of Flexible Work Arrangements (i.e., Compressed Workweek, WFH with Skeleton Workforce) will be adopted. The CSC Circular allows a compressed work-week (i.e., workdays less than the prescribed five (5)-day workweek), provided that public service delivery shall not be hampered during the whole workweek (Monday to Friday). Hence, we proposed to adopt compressed work week from Monday to Thursday, and Friday with skeleton work force only.

This arrangement will also help us determine the greenhouse gases and energy reduced every Friday thereby contributing to climate change mitigation measures.

Rest assured that effective and efficient delivery of public service will be maintained from 8:00 AM to 5:00 PM, including lunch break, throughout the workweek.

Further, we would like to take this opportunity to inform the management that there is an urgent need for us to transfer to another office location due to the hazards/risks being posed by possible earthquake and flooding incidents. We are currently scouting for possible new office location to be able to come up with a proposed budget for your consideration.

We hope for your approval of our request to reduce our exposure to potential disasters, hazards and risks.



LORMELYN E. CLAUDIO, CESO IV

cc:

ATTY. ANALIZA R. TEH, CESO I

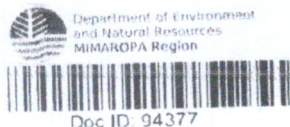
Undersecretary for Finance, Information Systems and Climate Change
and Head, Task Force Build Back Better Secretariat

ATTY. JUAN MIGUEL T. CUNA, CESO I

Undersecretary for Field Operations - Luzon, Visayas and Environment

ENGR. GILBERT C. GONZALES, CESO III

OIC, Assistant Secretary for Field Operations - Luzon and Visayas



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