



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

TelFax No. (048) 433-5638/ 434-8791

August 18, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region
1515 DENR By the Bay Building, Roxas Boulevard
Barangay 668, Ermita, Manila

FROM : Provincial Environment and Natural
Resources Officer

SUBJECT : **JUSTIFICATION LETTER OF BUDGET OFFICER II
MERLIE V. DE JESUS FOR NOT BEING ABLE TO
PERSONALLY APPEAR ON THE MIDYEAR
ASSESSMENT FY 2023**

Forwarded is the memorandum on even dated relative to the justification of Budget Officer II Merlie V. de Jesus for being unable to attend the Midyear Assessment FY 2023 on August 23-24, 2023 to be held at Go Hotel Manila due to health reasons.

She is recommending FR Lilibeth B. Cayetano, one of the staff in Budget Unit to attend on her behalf.

For information, record and consideration.


FELIZARDO B. CAYATOC



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Provincial Environment and Natural Resources Office
MIMAROPA Region
Bgy. Sta. Monica, Puerto Princesa City, Palawan
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Telfax No. (048) 433-5638 / (048) 433-5638

August 18, 2023

MEMORANDUM

FOR : **THE REGIONAL EXECUTIVE DIRECTOR**
Felix Mirasol Jr.
CESO IV-DENR Region IV,
Roxas Boulevard, Ermita, Manila

THRU : **THE PROVINCIAL ENVIRONMENT AND
NATURAL RESOURCES OFFICER**
Felizardo B. Cayatoc
PENRO Compound
Sta. Monica, Puerto Princesa City

FROM : **MERLIE V. DE JESUS**
Budget Officer II
PENRO Compound
Sta. Monica, Puerto Princesa City

SUBJECT : **JUSTIFICATION LETTER OF BUDGET OFFICER II, MERLIE
V. DE JESUS FOR NOT BEING ABLE TO PERSONALLY
APPEAR ON THE MIDYEAR ASSESSMENT FY 2023.**

**DENR PENR
PALAWAN RECORD
RECEIVED**

BY: *[Signature]*
DATE: 08/18/2023 ON: 23-7347

Sir, I am aware of the scheduled conduct of Midyear Assessment FY 2023 Workshop with PENRO's to be held at Go Hotel Manila on August 23-24, 2023. However, due to the continuous rise in my blood pressure and blood sugar level, I regret to inform you that I won't be able to give my presence at this event. However, I will be sending Ms. Lilibeth Cayetano to represent our office at the said gathering. Please let me know if you have any questions regarding my concern. Hoping for your generous consideration on my medical condition.

For information and approval.

[Signature]
MERLIE V. DE JESUS