



2023 DENR YEAR-END EMPLOYEES' GENERAL ASSEMBLY

SPECIAL ORDER NO. 2023-821



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



DEC 01 2023

SPECIAL ORDER
No. 2023 - 821

**SUBJECT: AUTHORIZING THE CONDUCT OF THE 2023 DENR
HYBRID YEAR-END EMPLOYEES' GENERAL
ASSEMBLY AND THE CREATION OF OVERSIGHT AND
WORKING COMMITTEES**

In the interest of the service and to strengthen camaraderie and foster collaboration of DENR officials and personnel in pursuit of the Department's goal of conservation, management and development of natural resources, the conduct of a hybrid Year-End Employees' General Assembly to be held on December 19, 2023 at DENR Multipurpose Building is hereby authorized.

To attain the objectives of the event, the following Oversight and Working Committees shall be created to be composed of the following officials and personnel:

I. Oversight Committee

- | | | |
|---------------------|---|--|
| Chairpersons | - | Undersecretary for Organizational Transformation and Human Resources |
| Members | - | Undersecretary for Legal and Administration |
| | - | Chief of Staff and Supervising Undersecretary for Strategic Communications |
| | - | Undersecretary for Policy, Planning and International Affairs |
| | - | Undersecretary for Finance, Information Systems and Climate Change |
| | - | Undersecretary for Field Operations – Luzon, Visayas and Environment |
| | - | Undersecretary for Field Operations – Mindanao |

The Oversight Committee shall oversee the preparatory activities undertaken by different working committees and ensure the effective, efficient and economical use of resources to maximize the benefits to be derived from the activity, and to achieve the intended purpose.

II. Working Committees

1. Program Committee

- | | | |
|------------------|---|--|
| Chair | - | Assistant Secretary for Human Resources
Strategic Communication and Sectoral Initiatives |
| Co-Chairs | - | Director, Strategic Communications
Chairperson, DENR National Gender and
Development Focal Point System
President, DENR Employees Union |

2023 DENR YEAR END EMPLOYEES' GENERAL ASSEMBLY

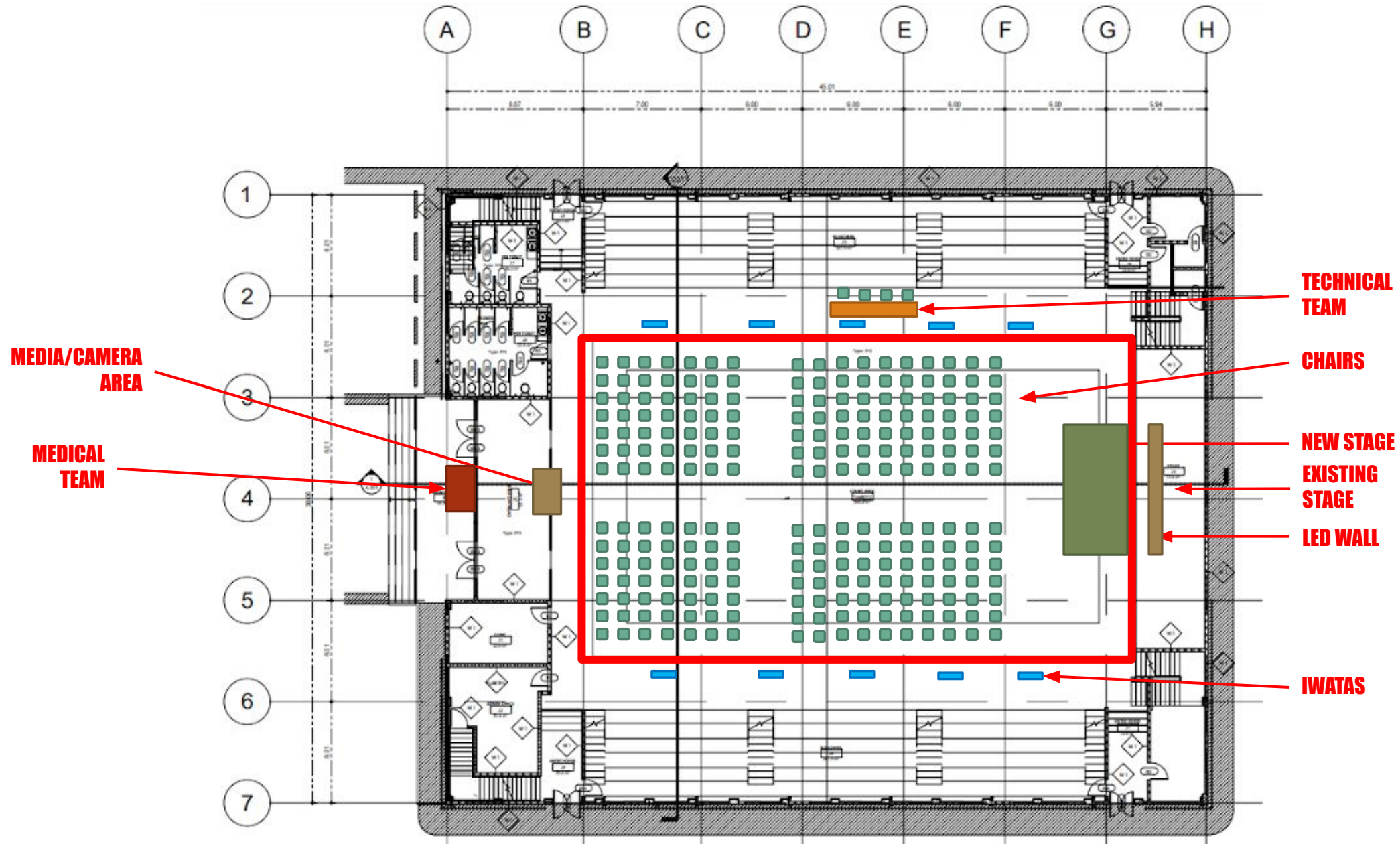


Date: December 19, 2023 (Tuesday)

Time: 7:00 AM onwards

Venue: DENR Multipurpose Building and via Zoom

Color motif: Any shade of GREEN



MULTI-PURPOSE BUILDING PHYSICAL ARRANGEMENT

PROGRAM

As of December 4, 2023



Time	Activity
7:00 AM – 9:00 AM	Registration
8:00 AM – 9:15 AM	Thanksgiving Mass
9:15 AM – 9:25 AM	USEC. Augusto Dela Peña Welcome Message
9:25 AM – 9:35 AM	AVP
9:35 AM – 10:00 AM	Message of the Secretary
10:00 AM - 10:10 AM	Intermission Number - Youth Harmonic Ensembles
10:10 AM – 10:50 AM	Environmental Awards for Governance and Leadership Excellence (EAGLE)
10:50 AM – 11:20 AM	Recognizing Individuals/Institutions towards Vibrant and Enhances Rivers (R.I.V.E.Rs) for Life Award
11:20 AM – 12:00 NN	Performances of DENR Offices <ul style="list-style-type: none">● Undersecretaries and Assistant Secretaries● Bureaus<ul style="list-style-type: none">○ EMB○ FMB
12:00 NN - 1:00 PM	Lunch

PROGRAM

As of December 4, 2023



1:00 PM - 2:00 PM	Continuation of Performances of DENR Offices ○ MGB ○ NAMRIA ○ LMB ○ NRDC ○ BMB ○ NWRB ○ ERDB ○ PCSD
2:00 PM - 2:10 PM	Intermission Number - Next In Line Muzique
2:10 PM - 3:00 PM	Family Feud
3:00 PM - onwards	Continuation of Performances of DENR Offices ○ CAR ○ Region VI ○ NCR ○ Region VII ○ Region I ○ Region VIII ○ Region II ○ Region IX ○ Region III ○ Region X ○ Region IV ○ Region XI ○ Region MB ○ Region XII ○ Region V ○ Region XIII

- Segments on Family Feud and Bingo Games to be interspersed during the program

MECHANICS FOR SAYAW, AWIT, AT MAGSAYA



1. **“Sayaw, Awit at Magsaya”**: to showcase talent in singing, dancing or any form of entertainment.
Note: No prizes but just to highlight creativity and showmanship
 2. **Participants:** Officials and Employees from DENR Central Office, Bureaus, Attached Agencies and Regional Offices.
 3. **Length of performance:** maximum of ten (10) minutes per Office
 4. **Face-to-Face:** Central Office, Bureaus, Attached Agencies, and Metro Manila-based Regional Offices
- Online/Zoom/Pre-recorded:** Other Regional Offices (pre-recorded version performances preferably on the 15th of December 2023)

5. Offices are clustered into the following groups, subject to changes based on the confirmation:
 - 5.1 Usecs and Asecs
 - 5.2 Line and Staff Bureau Directors, Assistant Directors and Heads of Attached Agencies
 - 5.3 Per Region (REDs/ARDs/RDs/PENROs/CENROs)
 - a. CAR
 - b. NCR
 - c. Region I
 - d. Region II
 - e. Region III
 - f. Region IVA
 - g. Region IVB
 - h. Region VI
 - i. Region VII
 - j. Region VIII
 - k. Region IX
 - l. Region X
 - m. Region XI
 - n. Region XII
 - o. Region XIII

MECHANICS FOR SAYAW, AWIT, AT MAGSAYA



6. For confirmed participants, send the name and contact details of their respective coordinators to scis.saepd@denr.gov.ph **not later than December 13, 2023.**
7. **Expenses:** charged against respective office funds



THANK YOU!

**Strategic Alliance and Environmental Partnerships Division
Strategic Communication and Initiatives Service
Department of Environment and Natural Resources**

Contact Details:
Telephone Number: +63 8926-8346
Email: scis.saepd@denr.gov.ph