



**MEMORANDUM**

**FOR :** All DENR Regional Executive Directors

**FROM :** The OIC-Assistant Secretary for Field Operations – Western Mindanao, and Director, in concurrent capacity

**SUBJECT :** **REQUEST FOR ASSISTANCE ON THE CONDUCT OF CONSULTATION WORKSHOP ON THE PROPOSED AMENDMENT OF CERTAIN PROVISIONS OF DENR ADMINISTRATIVE ORDER (DAO) NO. 2004-16 “PRESCRIBING THE REVISED SCHEDULE OF FORESTRY ADMINISTRATIVE**

**DATE :** JUL 04 2023

Pursuant to Malacañang Administrative Order No. 31 dated 01 October 2012 and DOF-DBM-NEDA Joint Circular No. 1-2013 directing and authorizing all Departments, Bureaus, Commissions, Agencies, Office and Instrumentalities of the National Government, including Government-Owned and/or Controlled Corporations (GOCCs) to increase/rationalize rates of fees and charges, increase existing rates and impose new fees and charges, the Forest Management Bureau came up with a proposed/updated rates for Forestry Administrative Fees amending certain provisions of DENR Administrative Order (DAO) No. 2004-16.

The proposed amendment on DAO 2004-16 dated 15 June 2014, “Prescribing the Revised Schedule of Forestry Administrative Fees”, was subjected to consultation during the conduct of a National Stakeholder’s Consultation Workshop for the Proposed Policy on Sustainable Forest Land Management Agreement on September 25-27, 2019 (Visayas Cluster), October 01-04, 2019 (Mindanao Cluster) and October 07-10, 2019 (Luzon Cluster). The comments provided during the Consultation Workshop were incorporated to the proposed DAO and was submitted to your Office on 11 December 2019.

On 27 April 2023, the OIC- Director of DENR Policy and Planning Service (PPS) requested a meeting to level-off and present the proposed DAO for the New/Revised Fees and Charges by various DENR Offices. The last submission of the proposed policy was in 2019, thus, the OIC-Director of PPS requested the FMB to resubmit an updated version in consideration of the changes in the inflation rate and the manual of approval. Further, the FMB was instructed to conduct another set of consultation meetings with the affected stakeholders since the rates of forestry administrative fees will be updated.

In connection with this, please be informed that this Office already updated the rates of forestry administrative fees and will now subject the proposed policy to consultation with DENR Field Offices and affected stakeholders. The conduct of a *Consultation Workshop on the Proposed Amendment of Certain Provisions of DENR Administrative Order (DAO) No. 2004-16 “Prescribing the Revised Schedule of Forestry Administrative Fees”* is tentatively scheduled on:

CLUSTER	DATE	REGIONS
Cluster 1	02 August 2023	CAR, R1, R2, R3, and CALABARZON
Cluster 2	03 August 2023	NCR, MIMAROPA, R5, R6, R7, and R8
Cluster 3	04 August 2023	R9, R10, R11, R12 and CARAGA

The said consultations shall be participated in by the representatives from your Offices, which we have identified and included in the DENR Special Order (attached is the list of participants for reference).



Further, tenure instrument/permit holders will be invited to the consultation to solicit their comments/inputs. In this regard, we would like to request your kind assistance in the identification and coordination of tenure holders within your jurisdiction, particularly from IFMA, SIFMA, FLGMA, FLAg, FLAgT and SLUP; and permit holders particularly from WPPP and RCC Holders to attend the consultation workshop. We will highly appreciate if you could input the **names of the tenorial instrument/permit holders** from your respective Offices to this link: <https://bit.ly/AdminFeesReps> on or before 07 July 2023.

Our staff, For. Danelyn T. Delos Reyes will coordinate with your Office regarding the matter. Should you have any further concerns on the Online Consultation Workshop, please do not hesitate to contact her at (02) 8927-6229 or email at [fidd.frds@fmb.denr.gov.ph](mailto:fidd.frds@fmb.denr.gov.ph).

FOR YOUR INFORMATION AND APPROPRIATE ACTION, PLEASE.

  
ARLEIGH J. ADORABLE, CESO III