



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**

**KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN**



**MEMORANDUM**

**FOR :** **The Assistant Secretary**  
Policy, Planning, and Foreign-Assisted and Special Projects

**The Directors**

Legal Affairs Service  
Policy and Planning Service  
Climate Change Service  
Knowledge and Information Systems Service  
Indigenous Peoples Concerns - Mindanao and Bangsamoro  
Autonomous Region in Muslim Mindanao Affairs

**The Administrator**

National Mapping and Resource Information Authority

**The General Manager**

Laguna Lake Development Authority

**The Executive Directors**

National Water Resources Board  
Palawan Council for Sustainable Development Staff  
Manila Bay Coordinating Office  
River Basin Control Office  
Pasig River Coordinating and Management Office

**The President**

Philippine Mining Development Corporation

**The Regional Executive Directors**

I, II, III, CALABARZON, MIMAROPA, V, VI, VII, VIII, IX, X, XI,  
XII, XIII, Cordillera Administrative Region, National Capital  
Region

**The Bureau Directors**

Biodiversity Management Bureau  
Environmental Management Bureau  
Forest Management Bureau  
Land Management Bureau  
Ecosystems Research and Development Bureau

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**The Officer-In-Charge**  
Mines and Geosciences Bureau  
Natural Resources Development Corporation

THRU : **The Legislative Focal Persons**  
**The Regional Legislative Liaison Officers**

FROM : **The Director**  
Legislative Liaison Office

SUBJECT : **INVITATION TO A COMPREHENSIVE WORKSHOP ON  
EFFECTIVE ADVOCACY STRATEGIES AND LEGISLATIVE  
WRITING TECHNIQUES**

DATE : 9 November 2023

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The Department of Environment and Natural Resources - Legislative Liaison Office (LLO) is the direct link and coordinator of the Department and both Houses of Congress. Our Office is mandated to establish a close working relationship with Congress to promote legislation inclined towards environmental development, sustainability, conservation, and protection.

Our Office is formally inviting you to our Comprehensive Workshop on Effective Advocacy Strategies and Legislative Writing Techniques on **November 22 - 24, 2023 to be held at Bai Hotel, Mandaue City, Cebu, Region VII.**

This is in line with our commitment to the continuous capacity building of focal persons and employees as well as advocating legislation involving the conservation and protection of the environment and natural resources. This further aims to enhance the knowledge and skills of our Legislative Focal Persons (LFPs) and Regional Legislative Liaison Officers (RLLOs) in dealing with Congress.

Please be advised to bring a laptop to be used in our workshops. We have attached the Program of Activities and Special Order No. 2023-744 for the names of the participants for your reference. The LLO team hopes for your confirmation on or before **14 November 2023**. Your office may reach us through **Ms. Everly Guererro** at 89201761 or 09059151261. Once confirmed, we shall coordinate and discuss the necessary preparations and other important matters with your office.

  
**ROMIROSE B. PADIN**