



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  
Visayas Avenue, Diliman, Quezon City 1100, Philippines  
[www.denr.gov.ph](http://www.denr.gov.ph)

**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

---

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**



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



BAGONG PILIPINAS

NOV 09 2023

**SPECIAL ORDER**

No. 2023- 744

**SUBJECT: AUTHORIZING THE CONDUCT OF COMPREHENSIVE WORKSHOP ON EFFECTIVE ADVOCACY STRATEGIES AND LEGISLATIVE WRITING TECHNIQUES**

In the interest of service and to continually recognize the importance of a holistic approach in providing training and other learning interventions with the objective of promoting legislation inclined towards environmental development, sustainability, conservation, and protection. The conduct of a Comprehensive Workshop on Effective Advocacy Strategies and Legislative Writing techniques is hereby authorized, to be held on 22-24 November 2023 at Bai Hotel, Mandaue City, Cebu, Region VII.

The following shall attend the said activity:

NAME	OFFICE
<b>CENTRAL OFFICE</b>	
Usec. Ignatius Loyola A. Rodriguez	Undersecretary for Special Concerns and Legislative Affairs
Asec. Noralene M. Uy, Ph.D.	Assistant Secretary for Policy, Planning and Foreign-Assisted and Special Projects
Dir. Romirose B. Padin	Director, Legislative Liaison Office
Dir. Atty. Norlito A. Eneran	Director, Legal Affairs Service
Dir. Arlene A. Romasanta	Knowledge and Information Systems Service
Dir. Khalil S. Bayam	Director, Indigenous Peoples Concerns - Mindanao and Bangsamoro Autonomous Region in Muslim Mindanao Affairs
Executive Director Seville D. David Jr. CESO III	Executive Director, River Basin Control Office
Executive Director Jacqueline Caancan	Executive Director, Pasig River Coordinating and Management Office
Dir. Cheryl Loise T. Leal	OIC Director, Policy and Planning Service
Hanah Marie A. Buguina Cyrenaica F. Flaviano Kim D. Peñaflorida Conrado Terobias	Office of the Undersecretary for Special Concerns and Legislative Affairs

Shanelle T. Napoles Ma. Victoria T. Somera Everly J. Guerrero Angelique Pearl V. Miranda Atty. Lester Joseph L. Caliwara Luis Paolo D. Masangkay Kamille Victoria H. Ordoveza Conrad Lasker D. Omandac Willie S. Agustin Jr.	Legislative Liaison Office
Nico Angelo Dalusong	Policy and Planning Service
Atty. Mark Gregory R. Maquiraya Atty. Gino Leocadio S. Paje Atty. Andrea M. Cabagbag Atty. Marivic Q. Bonoan	Legal Affairs Service
Micah S. De Leon	Climate Change Service
Camille Denise M. Yao	Manila Bay Coordinating Office
<b>REGIONAL OFFICES</b>	
Dir. Paquito D. Melicor	Regional Executive Director, Region 7
Atty. Rainier F. Laita	Cordillera Administrative Region
Atty. Cristine M. Limuco Deanne Monica N. Pascual-Presto	National Capital Region
Atty. Santiago L. Pagaddut Jr.	Region 1
Atty. Ruth Anne C. Caranguian	Region 2
Atty. Bona Carmela R. Bien Atty. Gloria Diana Dulnuan	Region 3
Atty. Carla Therese L. Arriola Atty. Anna Betina Dela Cruz-Regalado Engr. Krizia Ann P. Alberto Atty. Mariane Celeste L. Cariño-Lameyra	Region 4A
Atty. Joseph Delos Santos	Region 4B
Atty. Joshua V. Armenta	Region 5
Atty. Connie S. Palmes	Region 6
Atty. Regent C. Escabarte	Region 7
Atty. Richmond G. Longjas	Region 8
Atty. Gil Mae N. Huelar-Din	Region 9
Atty. Ban Mikhael C. Pacuribot	Region 10
Atty. Rudith Ann W. Quiachon-Sabornido	Region 11
Nawawie D. Salamat	Region 12
Atty. Vanessa R. Compasivo	Region 13
<b>BUREAUS</b>	

Francisco B. Feliciano	OIC Chief, Protected Resources Management and Protection Section, Biodiversity Management Bureau
Reneo B. Vicente	Biodiversity Management Bureau
Engr. Esperanza A. Sajul Engr. Marcelino N. Rivera Jr. Atty. Aime R. Rodaje Fatima E. Millan Denise Laureen P. Celestial	Environmental Management Bureau
For. Conrado B. Marquez Juan B. Eborá Atty. Eugene Julius L. Paranaque	Ecosystems Research and Development Bureau
Assistant Director Edna D. Nuestro For. Ma. Teresa G. Aquino For. Dianne A. Lanugan For. Kenneth R. Tabliga Atty. Ray Thomas F. Kabigting	Forest Management Bureau
Assistant Director Romeo P. Verzosa Maria Gina F. Pascua Lovella V. Galindon Atty. Kim Darriel P. Colis	Land Management Bureau
Atty. Marlou P. Alutaya	Chief Legal Division, Land Management Bureau
Engr. Teodorico A. Sandoval Ma. Cristina D. Pornillos	Mines and Geosciences Bureau
<b>ATTACHED AGENCIES</b>	
Dir. Alexander M. Linde	OIC Director, Natural Resources Development Corporation
Ofelia T. Castro Carter S. Luma-ang For. Beata D. Batadlan Atty. Jessie M. Racimo Atty. Erwin B. Bellen	National Mapping and Resource Information Authority
Atty. Marilou R. Remular Atty. Daniel G. Macatlang	Laguna Lake Development Authority
Atty. Joanna Sarah T. Diva Atty. Anna Fatima R. Chavez-Fabro Atty. Crystal Liz P. Bernardo	Palawan Council for Sustainable Development
Atty. Enrico P. Papiro Engr. Bles D. Baltazar	National Water Resources Board
Engr. Marites M. Reotutar Atty. James Adrian M. Cagas Mark Jim G. Balido	Philippine Mining Development Corporation

All expenses incurred in the conduct of this activity for accommodation, supplies, and other incidental expenses shall be charged against DENR OUSCLA funds. Transportation expenses of the LFPs and RLLOs to and from the DENR Central Office/ venue shall be charged against their respective offices, subject to the usual accounting and auditing rules and regulations.


An Advisory Memorandum will be issued to all participants in case there may be adjustments to the date and venue of the activity.

A report shall be submitted online ([bit.ly/LNDportal](http://bit.ly/LNDportal)) to the undersigned through the Human Resource Development Service – Training and Development Division, fifteen (15) days after completion of the activity.

The Director of the Legislative Liaison Office is authorized to amend this Special Order through a Memorandum should there be changes in the participants and/or to reschedule the event in case of unavailability of the venue or conflict with other activities of the Department.

Any changes in schedule shall be submitted to the HRDS for records purposes.

This Special Order takes effect on the date specified herein.

  
AUGUSTO D. DELA PEÑA  
Undersecretary for Organizational  
Transformation and Human  
Resources

## PROGRAM OF ACTIVITIES

<b>Date/Time</b>	<b>Topic/Activity</b>	<b>Person/s Responsible</b>
<b>22 November 2023 (Day 1)</b>		
11:00 AM	<b>Arrival and Registration</b>	
11:00 AM – 1:00 PM	<b>Check-in and Lunch</b>	
1:00 – 1:15 PM	<b>Opening Program</b> <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> </ul>	<b>AV Presentation</b>
	<b>Introduction and House Rules</b>	<b>Ms. Angelique Pearl V. Miranda</b> <i>Public Relations Strategist, Legislative Liaison Office, Department of Environment and Natural Resources</i>
	<b>Photo Opportunity</b>	
1:15 – 1:25 PM	<b>Welcome Remarks</b>	<b>Hon. Emmarie “Lolypop” Oano-Dizon</b> <i>District Representative, Mandaue City, Lone District, Cebu, Region VII</i>
1:25 – 1:35 PM	<b>Keynote Message</b>	<b>Hon. Maria Antonia Yulo Loyzaga</b> <i>Secretary, Department of Environment and Natural Resources</i>
1:35 – 1:45 PM	<b>Inspirational Message</b>	<b>Atty. Ignatius Loyola Rodriguez</b> <i>Undersecretary, Special Concerns and Legislative Affairs, Department of Environment and Natural Resources</i>
1:45 – 1:50 PM	<b>Overview and Objectives of the Learning Event</b>	<b>Dir. Romirose B. Padin</b> <i>Director IV, Legislative Liaison Office, Department of Environment and Natural Resources</i>
1:50 – 2:00 PM	<b>Introduction of all participants</b> <ul style="list-style-type: none"> <li>• DENR LLO Staff</li> <li>• Bureau and Attached Agency Legislative Liaison Focal Persons</li> <li>• Regional Legislative Liaison Officers (RLLOs)</li> </ul>	<b>AV Presentation</b>
2:00 – 2:25 PM	<b>Pre-test</b>	
2:25 – 2:40 PM	<b>Lecture on the Role of PLLO and LEDAC</b>	<b>Usec. Agapito H. Guanlao</b> <i>Undersecretary, Presidential Legislative Liaison Office</i>

2:40 – 3:25 PM	<b>Lecture on Effective Advocacy Strategies</b>	<b>Asec. Roberto Martin R. Del Rosario</b> <i>Assistant Secretary, Presidential Legislative Liaison Office</i>
3:25 – 4:10 PM	<b>Lecture on Law-making Process Structure of Both Houses of Congress</b>	<b>Atty. Dilbert N. Quetulio</b> <i>Committee Secretary, Committee on Ecology, House of Representatives</i>
4:10 – 4:40 PM	<b>Open Forum / Q and A</b>	<b>Facilitator</b>
4:40 – 4:55 PM	<b>PM Snack</b>	
4:55 – 5:15 PM	<b>Aligning to Current Management Directions</b>	<b>Asec. Noralene M. Uy, Ph.D.</b> <i>Assistant Secretary for Policy, Planning and Foreign-Assisted and Special Projects, Department of Environment and Natural Resources</i>
5:15 – 5:30	<b>Updates on Priority Bills vis-avis DENR Priority Bills</b>	<b>Dir. Romirose B. Padin</b> <i>Director IV, Legislative Liaison Office, Department of Environment and Natural Resources</i>
5:30 – 5:45 PM	<b>Wrap-up and Photo Opportunity</b>	
<b>23 November 2023 (Day 2)</b>		
7:00 AM	<b>Breakfast</b>	
8:30 – 8:35 AM	<b>Introduction</b>	
8:35 – 8:45 AM	<b>Message from the Regional Executive Director DENR Region VII</b>	<b>Dir. Paquito D. Melicor</b> <i>Regional Executive Director DENR Region VII</i>
8:45 – 8:55 AM	<b>Recap of Day 1</b>	<b>Participant</b>
8:55 – 9:55 AM	<b>Policy Analysis and Legislative Research</b>	<b>Usec. Bernardino E. Sayo</b> <i>Undersecretary, Presidential Legislative Liaison Office</i>
9:55 – 10:10 AM	<b>AM Snacks</b>	
10:10 – 10:25 AM	<b>Lecture on Effective and Efficient Preparation of Department's Position Paper</b>	<b>Atty. Marlou P. Alutaya</b> <i>Chief, Legal Division, Land Management Bureau</i>
10:25 – 10:40 AM		<b>Dir. Norlito A. Eneran</b> <i>Director, Legal Affairs Service, Department of Environment and Natural Resources</i>



10:40 – 10:55 AM		<b>Dir. Cheryl Loise T. Leal</b> <i>OIC Director, Policy and Planning Service, Department of Environment and Natural Resources</i>
10:55 AM – 12:00 NN	<b>Position Paper Drafting Group Activity</b>	<b>Ms. Shanelle T. Napoles</b> <i>Department Legislative Liaison Specialist, Legislative Liaison Office, Department of Environment and Natural Resources</i>
12:00 NN – 1:30 PM	<b>Lunch Break</b>	
1:30 – 3:30 PM	<b>Presentation of Position Paper</b> <i>(15 groups x 6 minutes per presentation)</i>	
3:30 – 3:45 PM	<b>PM Snack</b>	
3:45 – 4:35 PM	<b>Deliberation of Comments and Recommendations</b>	<b>Panel of DENR Officials</b>
4:35 – 4:50 PM	<b>Current Status and Updates on Protected Areas for Legislation</b>	<b>Mr. Francisco B. Feliciano</b> <i>OIC Chief, Protected Resources Management and Protection Section</i>
4:50 – 5:05 PM	<b>Post-test</b>	
5:05 – 5:10 PM	<b>Wrap-up</b>	
6:30 PM	<b>Dinner and Socials</b>	
<b>24 November 2023 (Day 3)</b>		
7:00 AM	<b>Breakfast</b>	
9:00 – 9:05 AM	<b>Introduction</b>	<b>Facilitator</b>
9:05 – 9:15	<b>Recap of Day 2</b>	<b>Participant</b>
9:15 – 10:00 AM	<b>Awarding Ceremony and Photo Opportunity</b>	
10:00 – 10:15 AM	<b>AM Snack</b>	
10:15 – 10:30 AM	<b>Impression of Participants and Ways Forward</b>	<b>Atty. Ignatius Loyola A. Rodriguez</b> <i>Undersecretary, Special Concerns and Legislative Affairs, Department of Environment and Natural Resources</i>
10:30 – 10:45 AM	<b>Closing Remarks</b>	<b>Dir. Romirose B. Padin</b> <i>Director IV, Legislative Liaison Office, Department of Environment and Natural Resources</i>
10:45 – 11:00 AM	<b>Wrap-up</b>	
11:00 AM - 12:00 NN	<b>Lunch and Check-out</b>	
12:00 NN – 5:00 PM	<b>Protected Area Site Visit in re: RA 11083</b>	