



Republic of the Philippines
Department of Environment and Natural Resources

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September 14, 2023

MAYOR LUCILO CECILLE BAYRON

Puerto Princesa City
New City Hall Building,
Puerto Princesa City, Palawan

Attention : Silvino G. Alcantara Jr
Planning Officer II

Subject: Invitation to participate in the Conduct of Training/ Workshop on Harnessing Cities' Share in the Implementation of Climate Change Mitigation Measures - Phase II

Dear **Mayor Bayron:**

This has reference to the ongoing project of the Department of Environment and Natural Resources - Climate Change Service (DENR-CCS) entitled **Harnessing Cities' Share in the Implementation of Climate Change Mitigation Measures**.

We would like to invite you and/or your designated representatives to attend the **Training - Workshops** to be held on **September 26 to 29, 2023** and **October 10 to 12, 2023**. The indicative schedule of activities and registration links are provided in **Annex A**.

Considering the technical nature of the subject matter, we would like to request your staff/staff members who attended last year's activities to attend the said training/workshop. In case these staff/s are not available for the scheduled training/workshop, we encourage technical staff who have in-depth and comprehensive knowledge of the availability and accessibility of internal and external data that may be relevant for the conduct of community-level GHG emissions inventory of the city to attend on their behalf.

We would request for the assigned representatives to confirm their participation on or before **21 September 2023** through the online registration form at <https://bit.ly/GHGIBatch2> and answer the [Pre-Training Assessment](https://bit.ly/HarnessingPreTest) (<https://bit.ly/HarnessingPreTest>). Attached are the [reference materials](#) from the Inception Meeting and previous webinar series and the [Concept Note with a tentative program](#) for the training/workshop.

In line with this, the city participants are requested to prepare and bring available actual data, laptop, and completed worksheets from last year's coaching session, for the training/workshop. The actual data may include city-level electricity data, transport fuel, waste treatment, disposal data, etc. Please refer to the [Community-level GHGI Data Requirement](#).

For any questions and or clarifications, you may coordinate with DENR Climate Change Service through our office landline at 8928-1194 and email address ccs@denr.gov.ph.

We are hoping for your positive response regarding this matter. Thank you for your usual support and cooperation.

Very truly yours,






ATTY. ANALIZA R. BUELTA-TEH

DENR Undersecretary for Finance, Information Systems,
and Climate Change

cc : **The Regional Executive Director**
DENR Mimaropa

The Regional Director
EMB - Mimaropa

Annex A

Activities	Schedule	Venue/ Platform	Target Participants	Registration Link
Training-Workshop on Establishing city-level GHG inventories (GHGI) for Philippine LGUs and Fundamentals of Climate Change Mitigation Actions (2 pax only)	September 26 to 29, 2023	Waterfront Hotel & Resort, Davao City	Representative/s may come from any of these offices: <ul style="list-style-type: none"> • City Planning and Development Office (CPDO) • City Environment and Natural Resource Office (CENRO) • Any LGU Office assigned to conduct city-level GHG Inventory 	https://bit.ly/GHGIBatch2 
Training-Workshop on Setting-up city level GHG emission reduction/target and climate action planning (5 pax only)	October 10 to 12, 2023	TBD	Representative/s may come from the City Climate Core Team from any of these offices: <ul style="list-style-type: none"> • City Planning and Development Office (CPDO) • City Environment and Natural Resource Office (CENRO) • City Solid Waste Management Office (CSWMO) • Disaster Risk Reduction and Management (DRRMO) 	https://bit.ly/GHGEBatch2 
Coaching Session Batch 2	October 17 to 18, 2023	Online		
Closing Workshop	October 26, 2023	Hybrid (NCR and Zoom)	Representative/s may come from any of these offices: <ul style="list-style-type: none"> • CPDO, CENRO, CSWMO, DRRMO 	https://bit.ly/HarnessingClosing 

Note: Participants of the in-person training/workshops are highly encouraged to bring their own laptop, and extension cord for convenience