



MEMORANDUM

FOR : The Undersecretary for Organizational Transformation and Human Resources
The Assistant Secretary for Human Resources, Strategic Communications and Sectoral Initiatives
The OIC Director
Human Resource Development Service
The OIC, Regional Director
MIMAROPA Region

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

SUBJECT : **REQUEST FOR EXTENSION OF REASSIGNMENT OF MR. JOYBERT F. MIJARES FROM THE FOREST MANAGEMENT BUREAU TO PENRO MARINDUQUE**

DATE : SEP 04 2023

In response to the request for extension on reassignment of Senior Forest Management Specialist Joybert F. Mijares from the Forest Management Bureau (FMB) to PENRO Marinduque, this office interposes no objection on the said request, effective 20 June 2023 to 20 June 2024.

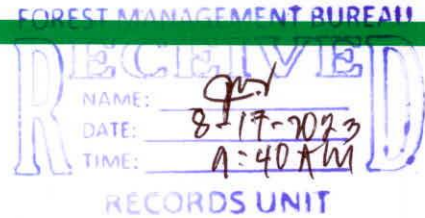
For your consideration.


ARLEIGH J. ADORABLE, CESO III

cc : The Chief, Forest Resources Conservation Division
The OIC Assistant Director
The Interim Administrative and Finance Officer
Mr. Joybert F. Mijares, SFMS



Republic of the Philippines
Department of Environment and Natural Resources
FOREST MANAGEMENT BUREAU
Visayas Avenue, Diliman, 1100 Quezon City
Tel. No.: (632) 8925-2141 / (632) 8927-4788
E-mail Address: fmb@denr.gov.ph Website: <https://www.forestry.denr.gov.ph>



MEMORANDUM

FOR : The OIC-Assistant Secretary for Field Operation-Western Mindanao and FMB Director in concurrent capacity

FROM : FORESTER JOYBERT F. MIJARES
Senior Forest Management Specialist

SUBJECT : **REQUEST FOR RENEWAL OF THE RE-ASSIGNMENT OF SENIOR FOREST MANAGEMENT SPECIALIST FORESTER JOYBERT F. MIJARES FROM THE FOREST MANAGEMENT BUREAU TO PENRO MARINDUQUE**

DATE : August 11, 2023

This is in connection with my reassignment from the Forest Management Bureau to DENR-PENRO Marinduque per Special Order dated 20 June 2022 that expired last 27 June 2023. Relative to this, the undersigned is requesting for the renewal/extension of my re-assignment.

In this regard, the undersigned is hoping and praying that my request will be granted. Attached is the letter of no objection by the OIC, Regional Executive Director.

For OIC-Assistant Secretary's information and consideration/approval please.

JOYBERT F. MIJARES



Republic of the Philippines

Department of Environment and Natural Resources

MIMAROPA Region

Unit E, DENR By the Bay Building; 1515, Roxas Blvd, Ermita, Manila

MEMORANDUM

FOR : The OIC-Assistant Secretary for Field Operation-Western Mindanao and FMB Director in concurrent capacity

FROM : The OIC, Regional Executive Director
MIMAROPA Region

SUBJECT : **REQUEST FOR RENEWAL/EXTENSION OF THE RE-ASSIGNMENT OF SENIOR FOREST MANAGEMENT SPECIALIST FORESTER JOYBERT F. MIJARES FROM THE FOREST MANAGEMENT BUREAU TO PENRO MARINDUQUE**

DATE : August 17, 2023

This is in connection with the letter dated August 11, 2023 of Senior Forest Management Specialist For. Joybert F. Mijares, requesting for renewal/extension of his re-assignment from the Forest Management Bureau to DENR-PENRO Marinduque.

Forester Mijares was re-assigned to PENRO Marinduque per Special Order dated 20 June 2022 with a validity of (1) One year or when earlier recall and he reported on 27 June 2022. His re-assignment expired last 27 June 2023. We being the recipient of Forester Mijares who help us achieved the target in PENRO Marinduque is very much appreciated in his presence and impact he was designated verbally as assistant/deputy of the Chief, Technical Services Division and is considered an asset for PENRO Marinduque.

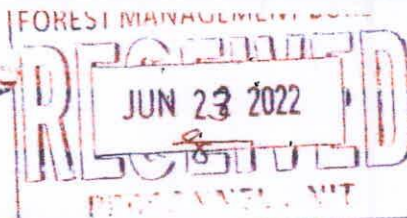
In this regard, this office interposes no objection to his request for the renewal/extension of his reassignment to this office.

For the OIC-Assistant Secretary's information and consideration.


FELIX MIRASOL, JR.



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Visayas Avenue, Diliman, Quezon City
Tel. No. 929-66-26



JUN 20 2022

SPECIAL ORDER
No. 2022-1471

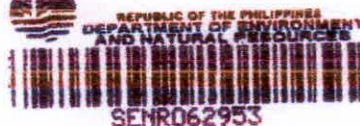
SUBJECT: REASSIGNMENT OF SENIOR FOREST MANAGEMENT SPECIALIST JOYBERT F. MIJARES FROM THE FOREST MANAGEMENT BUREAU TO PENRO MARINDUQUE, DENR REGION IVB

In the interest of the service, Senior Forest Management Specialist Joybert F. Mijares is hereby reassigned from the Forest Management Bureau to PENRO Marinduque, DENR Region IVB.

As such, he shall clear himself from all work, property and financial responsibilities in his present place of assignment before reporting to PENRO Marinduque. He shall inform the undersigned, in writing, through the Human Resource Development Service, of his compliance with this Order for record purposes.

This Order shall take effect immediately and shall remain in force for one (1) year, unless earlier revoked/superseded.

ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary
Legal, Administration, Human Resources,
and Legislative Affairs





Department of Environment and Natural Resources
Manual of Authorities on Human Resource Matters

SUBJECT: HUMAN RESOURCE ACTIONS			Section III Page 27 of 52
TOPIC : REASSIGNMENT / RECALL			
DESCRIPTION	RECOMMENDING APPROVAL	APPROVING AUTHORITY	LEGAL BASES
1.Third Level Usec ASec/Service Director/RED/BD/ARD/ ABD/ARD/RD	Supervising Usec	Secretary Usec supervising HRDS	CSC Resolution No.1800692 dated July 3, 2018 Rule IV section 13.A
2.PENRO/CENRO	RED, Supervising Asec FO, Supervising Usec FO	Usec supervising HRDS	
3. Division chief	RED/BD/Service Director/ ASec/ Usec	Usec Supervising HRDS	
4. Below Division Chief -Across DENR Organizational Structure	RED/Service Director /Supervising ASec / ASec Supervising HRDS	Usec Supervising HRDS	
-Within Central Office	Service Director /Supervising ASec / Usec, ASec Supervising HRDS	Usec Supervising HRDS	
-Within Bureau Proper	ABD	BD	
-Within the Region	ARD MS	RED	
-Within EMB/MGB RO	RD, RED	BD	
-Within the Province	PENRO	RED	
- Within the Region	ARD MS	RED	
-Within the Province	PENRO	RED	
Reassignment – is the movement of employee across the organizational structure within the same department of agency, which does not involve a reduction in rank status or salary. (CSC Resolution No. 1800692 dated July 3, 2018 section 13.a)			

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