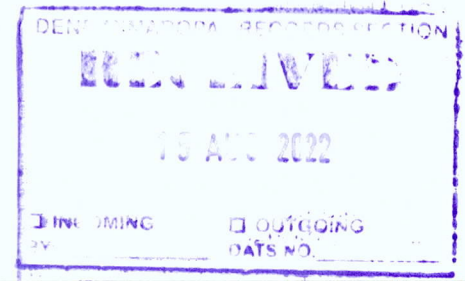




Republic of the Philippines  
Department of Environment and Natural Resources  
**MIMAROPA Region** 764



August 8, 2022

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR MIMAROPA Region  
1515 L & S Building, Roxas Boulevard,  
Ermita, Manila

**THRU :** The Assistant Regional Director  
for Technical Services

**FROM :** The OIC, PENR Officer  
Odiongan, Romblon

**SUBJECT :** SUBMISSION OF LIST OF PARTICIPANTS FOR THE INTERNAL  
QUALITY AUDIT (IQA) TRAINING

Respectfully recommending Senior Ecosystems Management Specialist Arlyn D. Balibag to participate in the upcoming Internal Quality Audit Training to be held on September 6-9, 2022.

For information and consideration.

*"For and in the absence of the OIC-PENR Officer"*

  
**ARLYN D. BALIBAG**  
Chief, CDS



Republic of the Philippines  
Department of Environment and Natural Resources  
MIMAROPA Region

Document Routing Slip

**Document Number:** E-2022-92222                      **Date Endocded:** 05-Aug-2022

**Sender:** Donna Mayor-Gordove, CESO IV-ARDMS

**Address:** 1515 L&S Buliding, Roxas, Boulevard, Ermita, Manila

**Subject:** Emailed Memorandum dated August 5, 2022 re: Submission of list of participants for the Internal Quality Audit (IQA) training

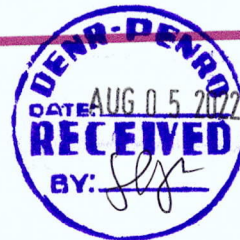
**Addressee:** All PENROs

**Attachment(s):** Memorandum; copy of CO Memorandum dated August 2, 2022

**Urgent:** Yes; received by Mariel

**Date Received:** 05-Aug-2022

ROUTING AND ACTION INFORMATION				
FROM	DATE RECEIVED	FOR/TO	DATE RELEASED	ACCEPTANCE REMARKS/ACTION REQUIRED/TAKEN REMARKS/STATUS
OP	2022-08-05	OFFICE-PENRO (OP)	2022-08-05	Date: 2022-08-05 Status: IN From: leianegracemgan Message: Forwarded to the OIC PENR Officer for his info and instructions, please. Thank you.
		ECOMST II Arlyn - QMS Internal Audit Team		TSD/MBP PR your A. A. Thanks Aug 04, 2022  Pls. Submit your recommended participants from Internal Audit Team to the aforescited training.  TY  <u>URGENT</u>  prepare Memo re: list of participants for QMC IQA, pls. thanks, gtr



**MEMORANDUM**

**TO :** ALL PENROs

**FROM :** THE ASSISTANT REGIONAL DIRECTOR  
Management Services  
and Regional Quality Management Representative

**SUBJECT :** SUBMISSION OF LIST OF PARTICIPANTS FOR THE  
INTERNAL QUALITY AUDIT (IQA) TRAINING

**DATE :** 05 August 2022

This refers to the memorandum dated 02 August 2022 from the Assistant Secretary for Finance, Information Systems, and Mining Concerns on the submission of a list of participants to the Internal Quality Audit Training which will be held on 6-9 September, 2022.

In this regard, you are required to submit the name of your recommended participant to the aforementioned training. The trainee must:

1. Be holding SG 15 or above position;
2. Be able to cascade/echo the learnings to other IQAs in the PENR/CENR Offices;
3. Not be a certified auditor; and
4. Have attended QMS orientation

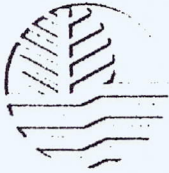
Kindly email your recommendation to [hrdsdenrmimaropa@gmail.com](mailto:hrdsdenrmimaropa@gmail.com) not later than 08 August 2022, 12:00 NN, for consolidation and subsequent submission to the DENR QMS Secretariat.

For your immediate compliance, please.

Digitally signed  
by Gordove  
Donna Mayor  
Date: 2022.08.05  
15:05:39 +08'00'

**DONNA MAYOR-GORDOVE, CESO IV**





Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman Quezon City  
Tel Nos. (632) 926-66-26 to 29 • (632) 926-62-52  
926-66-20 • 929-66-33 to 35 • 929-70-41 to 43

**MEMORANDUM**

**TO :** **The Bureau Directors**  
Biodiversity Management Bureau  
Ecosystems Research and Development Bureau  
Forest Management Bureau  
Land Management Bureau

**The Regional Executive Directors**  
NCR, CAR, Regions 1, 2, 3, 4-CALABARZON, 4-MIMAROPA, 5, 6,  
7, 8, 9, 10, 11, 12 and 13

**FROM :** The Assistant Secretary  
Finance, Information Systems and Mining Concerns

**SUBJECT :** **SUBMISSION OF LIST OF PARTICIPANTS FOR THE  
INTERNAL QUALITY AUDIT TRAINING TO BE HELD IN  
FOUR (4) BATCHES ON SEPTEMBER 2022**

**DATE :** August 2, 2022

In line with the implementation and continual improvement of the DENR Quality Management System, there shall be a Training Course on Internal Quality Audit to be held in four (4) batches on September 2022. The training will equip the learners with necessary knowledge and skills in auditing management system.

In this regard the following offices shall submit names of their participants for the said training not later than August 8, 2022:

Office	Participant
<b>I. Batch 1- September 6-9, 2022</b>	
Region I	6 participants
Region II	6 participants
Region III	6 participants
Region IV-CALABARZON	6 participants
Region IV-MIMAROPA	6 participants
<b>II. Batch 2 September 13-16, 2022</b>	
Biodiversity Management Bureau	5 participants

Ecosystems Research and Development Bureau	5 participants
Land Management Bureau	5 participants
NCR	2 participants
CAR	5 participants

**III. Batch 3 September 20-23, 2022**

Region V	6 participants
Region VI	6 participants
Region VII	6 participants
Region VIII	6 participants
Region IX	6 participants

**IV. Batch 4 September 27-30, 2022**

Region X	6 participants
Region XI	6 participants
Region XII	6 participants
Region XIII	6 participants
Forest Management Bureau	6 participants

The recommended participant shall be SG-15 and above and shall be designated as member of the DENR Internal Quality Audit (IQA) Team.

The names of the participants shall be submitted through the QMS Secretariat at [qmssecretariat@denr.gov.ph](mailto:qmssecretariat@denr.gov.ph).

For strict compliance.

  
NONITA S. CAGUIOA