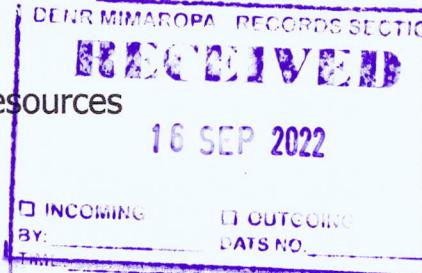




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Republic of the Philippines  
Department of Environment and Natural Resources  
**MIMAROPA REGION**  
**Provincial Environment and Natural  
Resources Office**



September 7, 2022

**MEMORANDUM**

FOR : **The Regional Executive Director  
MIMAROPA Region**

THRU : **The Assistant Director  
Management Services**

FROM : **The In-charge Office of the PENRO  
Calapan City, Oriental Mindoro**

SUBJECT : **REPORT ON THE MAINTENANCE OF OFFICE BUILDING  
AND EQUIPMENT OF PENR OFFICE FOR THE MONTH OF  
SEPTEMBER 2022**

Please be informed that the PENR Office Building has been maintained and repaired by repainting the front office sign board and plant box. Also, cleaning one (1) unit of floor-mounted aircon and fixing of one (1) Split-type aircon wire, were completed.

Attached is the photo documentation of the conducted activity.

For information and record.

  
**ALMA E. GIBE**



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