



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

DENR MIMAROPA RECORDS SECTION
RECEIVED
16 SEP 2022
☐ INCOMING ☐ OUTGOING
BY: _____ DATE NO. _____

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**

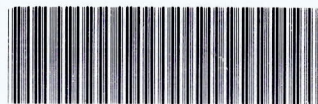
SUBJECT : **REPORT ON THE MAINTENANCE OF OFFICE BUILDING
AND EQUIPMENT OF PENR OFFICE FOR THE MONTH OF
SEPTEMBER 2022**

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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