



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

Tel/Fax No. (048) 433-5638/ 434-8791

DENR MIMAROPA
RECORDS SECTION
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BY: _____ DATE NO. _____

TIME: _____

January 30, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR - MIMAROPA Region
1515 DENR By the Bay Building, Roxas Boulevard,
Barangay 668, Ermita, Manila

THRU : The Assistant Regional Director
For Management Services


FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **LETTER REQUEST FOR EXTENSION OF SERVICE
OF FOREST TECHNICIAN II SUSANITA E. MANLAVI**

Respectfully forwarded is the letter request for extension of service of Forest Technician II Susanita E. Manlavi effective June 01, 2023 instead of January 1, 2023.

For information and approval.


HELIZARDO B. CAYATOC

DENR-PALAWAN
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By 
Date 01 FEB 2023 CN 23-273



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January 11, 2023

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director
DENR MIMAROPA Region

Attention: **FELIZARDO B. CAYATOC**
OIC- Provincial Environment and Natural Resources
Puerto Princesa City

Subject: Request for Extension of Service

Dear Ma'am,

Greetings

This is to bring into your kind notice that I, Susanita E. Manlavi, is requesting your good office to extend my tenure of service until June 27, 2023 to fulfill the completion of my tasks and responsibilities.

Look forward to your kind consideration.

Thanking you.

Sincerely yours,


SUSANITA E. MANLAVI