



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
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DENR MIMAROPA
RECORDS SECTION
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FEB 07 2023

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BY: _____ DATE NO. _____
TIME: _____

MEMORANDUM

TO : THE OIC DIRECTOR
Environmental Law Enforcement and Protection Service
And Ground Commander, Manila Baywalk Dolomite Beach
In Concurrent Capacity
Visayas Avenue, Diliman, Quezon City

FROM : THE UNDERSECRETARY
Organizational Transformation and Human Resources

SUBJECT : REQUEST TO PERMIT CERTAIN ELEPS PERSONNEL
TO REGISTER THEIR TIME ENTRIES IN DENR REGION
IV-B

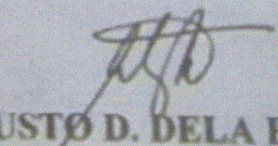
DATE : 20 January 2023

This refers to your Memorandum dated 09 January 2023 relative to your request from registering time entries of the following ELEPS personnel in DENR Region IV-B MIMAROPA, because they are presently reporting in the Manila Baywalk Dolomite Beach (MBDB) in Roxas Blvd., Manila:

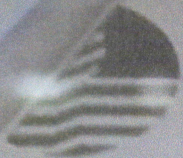
Hermilo A. Demafiles	-	Intelligence Officer
Reynold D. Braga	-	Security Officer
Alain Jude C. Alejan	-	GIS Specialist

Please be informed that said request is hereby approved, provided that they shall strictly comply with the registration of their time entries through the Biometric device in DENR Region IV-B and timely submission of duly approved DTRs to the Personnel Division for the preparation and processing of their salaries.

For your guidance.


AUGUSTO D. DELA PEÑA

cc.: The Regional Executive Director
DENR Region IV-B



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
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9 January 2023

MEMORANDUM

FOR : THE OIC-DIRECTOR
Human Resource Development Service (HRDS)
DENR Central Office, Visayas Avenue, Diliman, Quezon City

FROM : THE OIC-DIRECTOR
Environmental Law Enforcement and Protection Service (ELEPS) &
Ground Commander, Manila Baywalk Dolomite Beach (MBDB)
In Concurrent Capacity
DENR Annex Building, Visayas Avenue, Diliman, Quezon City

SUBJECT : NEW REQUEST FOR PERMITTANCE OF THE TIME-IN AND
TIME-OUT OF ELEPS PERSONNEL DETAILED TO THE
MANILA BAY COORDINATING OFFICE (MBCO) AND
ON-DETAIL AT THE MANILA BAYWALK DOLOMITE BEACH
(MBDB) AS CLARIFIED WITH HRDS

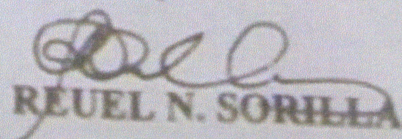
Reference: Memo from the OIC-Director, HRDS dated 28 July 2022 with subject *REQUEST FROM REGISTERING TIME ENTRIES OF ELEPS PERSONNEL IN DENR REGION IV-B MIMAROPA.*

Referencing your approval to allow our personnel to log-in and logout in an office near the MBDB, we are submitting the names of the aforementioned ELEPS personnel who will be conducting their daily login and logout procedures at DENR Region IV-B MIMAROPA:

1. Demafiles, Hermilo A. - Intelligence Officer
2. Braga, Reynold D. - Security Officer
3. Alejan, Alain Jude C. - GIS Specialist

In addition, we are requesting your approval for their names to be included in the DENR Region IV-B MIMAROPA payroll for ease of access and processing.

For your consideration and approval.


REUEL N. SORILLA