



Republic of the Philippines
Department of Environment and Natural Resources
Provincial Environment and Natural Resources Office
MIMAROPA Region
Bgy. Sta. Monica, Puerto Princesa City, Palawan
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March 17, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region
1515 DENR by the Bay Bldg.
Roxas Blvd., Bgy. 668 Ermita, Manila

THRU : The Assistant Regional Director
Management Services Division

FROM : The Provincial Environment and Natural Resources Officer
DENR-PENRO, Palawan
Sta. Monica, Puerto Princesa City


SUBJECT : **REQUEST FOR FINANCIAL 101 ORIENTATION**

This has reference to the issues presented last Regional Management Conference of CY 2022, wherein one of the issues was the low obligation and disbursement of funds affecting our financial accomplishments during that year, hence, we are requesting for a briefing-orientation and guidance on financial matters to improve our performance especially on disbursement.

In this regard, respectfully requesting Accountant Ruby Bautista, Regional Finance Chief to conduct an orientation-briefing on financial matters at her convenient time possibly this March 2023.

Target participants are the PENRO, CENROs, Division Chiefs, PENRO/CENRO Section & Unit Chiefs, PASUs, PENRO/CENRO Planning Officers, Accountant, Budget Officer and Cashier.

For information and consideration.


FELIZARDO B. CAYATOC

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By: 
Date: 21 MAR 2023
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