



Republic of the Philippines
Department of Environment and Natural Resources
PENRO Marinduque

August 10, 2022

MEMORANDUM

TO : The Chief, Technical Services Division (TSD)
The In-Charge, Management Services Division (MSD)
The PASu – Marinduque Wildlife Sanctuary
All Section Chiefs of the TSD, MSD & PAMO
The Records Officer
All Receiving and Releasing Personnel

FROM : The OIC - PENR Officer

SUBJECT : **MEETING/ORIENTATION/WORKSHOP ON THE
IMPLEMENTATION OF DOCUMENT ACTION AND
TRACKING SYSTEM (DATS) AT PENRO
MARINDUQUE**

Please be informed that the Meeting/Orientation/Workshop on the implementation of Document Action and Tracking System (DATS) will be held on August 15, 2022 Monday, at 01:00 P.M. at the DENR-PENRO Conference Hall.

Participants are requested to bring their own laptop computer for the workshop.

Attendance is a MUST.


IMELDA M. DIAZ