

DENR's One-Page FOI Manual
Department of Environment and Natural Resources
OFFICE OF REGIONAL EXECUTIVE DIRECTOR



Ms. Karla Andrea C. Elcano
Administrative Aide

Receiving Officer

Ms. Mary Rose T. Pagaran
Administrative Aide

Receiving Office:

Records Unit-Administrative Division
Department of Environment and Natural Resources
Regional Office XI

Contact No. (082) 227-5763
E-mail: denrecordsxi@gmail.com

<p><u>Step 1</u> Go to www.foi.gov.ph to your browser's home address</p>	<p><u>Step 2</u> Click the Sign Up Button and provide all the required fields. Attach a valid ID to create an account</p>	<p><u>Step 3</u> Once logged-in, you will be directed to your Dashboard. The Dashboard contains all the FOI request of the account owner</p>	<p><u>Step 4</u> Click the Make a Request Button then select the name of the agency you wish to ask</p>
<div>www.foi.gov.ph</div>	<div>SIGN UP</div>	<div>My Account</div>	<div>Make a new Request</div>

<p><u>Step 5</u> You will now be directed to the Make a Request Page then accomplish all fields then click Send My Request</p> <div>> Send my Request</div>	<p><u>Step 6</u> The agency will evaluate your request and will notify you within 15 working days</p> <div></div>	<p><u>Step 7</u> The agency will prepare the information for release based on your desired format. It will be sent to you depending on the receipt of preference</p> <div></div>
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Mode of request

Standard



**Submit
request form
with necessary
personal
documents**

or

eFOI



FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.



FREEDOM OF INFORMATION
Philippines

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DENR's One-Page FOI Manual
Department of Environment and Natural Resources



Receiving Officer

Eva Lisa C. Malone
Administrative Officer IV

Joann L. Tandayag
Administrative Officer I

Receiving Office:

Records Section- Surveys and Mapping Division
Km.7, SPED Bangkal, Davao City
Telephone No: 296-2509\ 298-5829
E-mail: smd.region11@yahoo.com

- Step 1**
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- My Account
- Make a new Request

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FREEDOM OF INFORMATION
Philippines

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Freedom of Information Program

Agency: Department of Environment
and Natural Resources

Receiving Officer: *Peter Vincent O. Hinapit*

Designation: *Administrative Officer I*

Office: *Provincial Environment and Natural Resources Office*

Receiving Office: *PENRO, Government Center, Barangay Dahican,
City of Mati, Davao Oriental*

Contact Nos.: (87) 3883-275

Email: penrodavaooriental@denr.gov.ph



Step 1



Go to
www.foi.gov.ph on
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home address

Step 2



Click the
Sign Up button and
provide all the
required fields. Attach
a valid ID to create an
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Step 3



Once logged
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owner.

Step 4



Click the
Make a Request
button, then select
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Step 5



You will
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My Request

Step 6



The agency
will evaluate your
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Step 7



The agency
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receipt of preference

Mode of Request



Standard
Submit a request
form with
necessary
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documents

or



eFOI
Lodge a request
through the **eFOI**
portal
(foi.gov.ph)

FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the dated when you received this letter. We will complete the review and tell you the result within 30 calendar days from the dated when we receive your appeal.

Freedom of Information Program

Agency: Department of Environment
and Natural Resources

Receiving Officer: Nelba O. Hingpit

Designation: Administrative Officer I

Office: Community Environment and Natural Resources Office

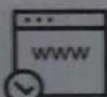
Receiving Office: CENRO, Barangay Matiao, City of Mati, Davao Oriental

Contact Nos.: (87) 3883-569

Email: cenromati@denr.gov.ph



Step 1



Go to
www.foi.gov.ph on
your browser's
home address

Step 2



Click the
Sign Up button and
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Step 3



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My Request

Step 6



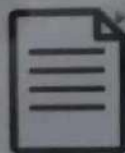
The agency
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Mode of Request



Standard
Submit a request
form with
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or



eFOI
Lodge a request
through the eFOI
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(foi.gov.ph)

FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to foi@pcr.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the dated when you received this letter. We will complete the review and tell you the result within 30 calendar days from the dated when we receive your appeal.



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Community Environment and Natural Resources - BAGANGA



FREEDOM OF INFORMATION PROGRAM

Receiving Officer : ROY G. DIAZ

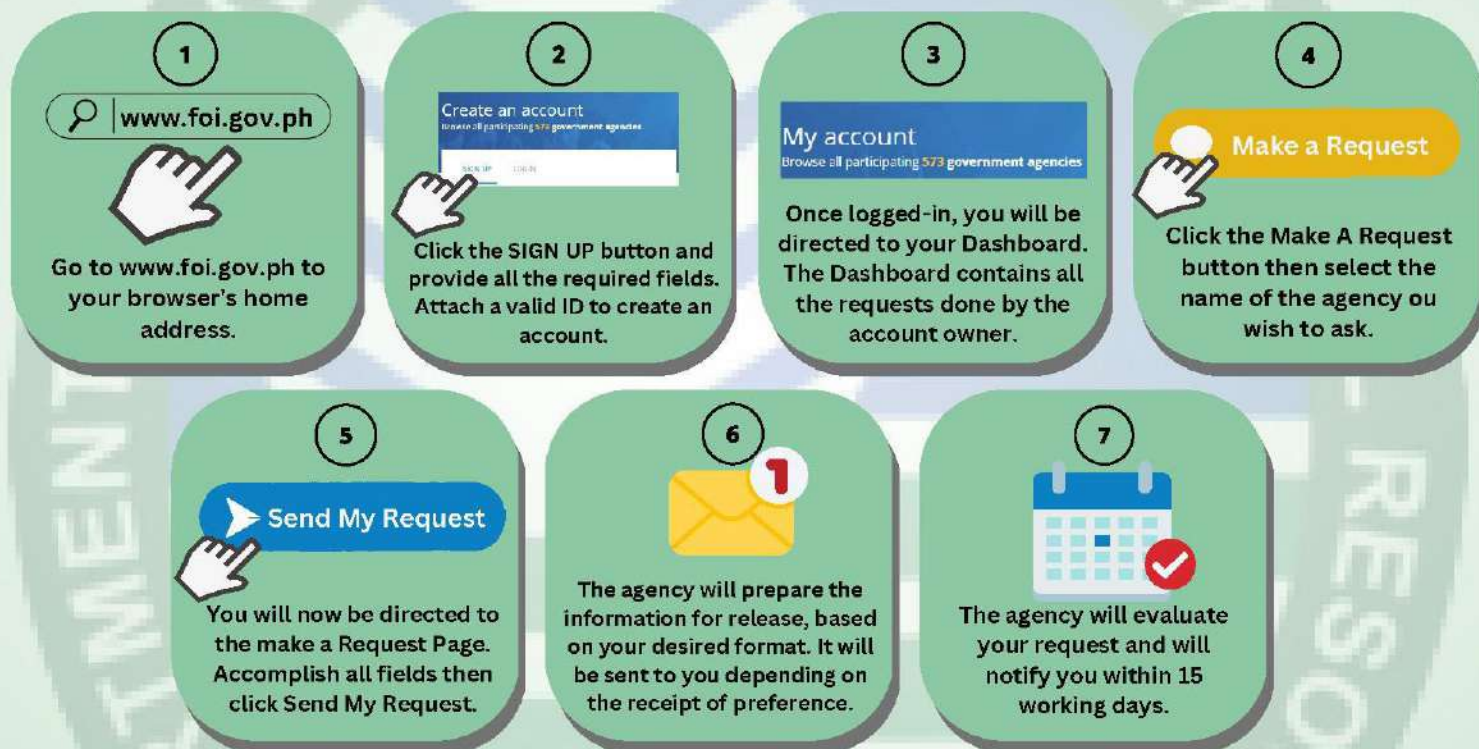
Designation : FOI Focal (Records Officer)

Office : Community Environment and Natural Resources

Office Address : Block 8, Lambajon, Baganga, Davao Oriental

Contact Number : 09603475714 / 09953446710

Email address : roydiaz110860@gmail.com



Mode of Request



Standard Request

Submit request form with ID and other necessary documents.

or



FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal interview of the response by writing to penrocebu@denr.gov.ph. Your review request should explain why you are dissatisfied with the response and should be made within 15 calendar days from the date when you receive this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.



FREEDOM OF INFORMATION
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Freedom of Information Program

Agency: **Department of Environment and Natural Resources**



Receiving Officer: Marivic C. Tesaluna

Designation: *Acting Records Officer*

Office: Community Environment and Natural Resources Office

Receiving Office: CENRO, *Barangay Poblacion, Lupon, Davao Oriental*

Contact Nos.: (087) 808-5336

Email: cenrolupon@denr.gov.ph

Step 1



Go to **www.foi.gov.ph** on your browser's home address

Step 2



Click the **Sign Up** button and provide all the required fields. Attach a valid ID to create an account.

Step 3



Once logged in you will be directed to your Dashboard. The Dashboard contains all the FOI requests of the account owner.

Step 4



Click the **Make a Request** button, then select the name of the agency you wish to ask.

Step 5



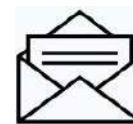
You will now be directed to the Make a Request Page. Accomplish all fields then click Send My Request

Step 6



The agency will evaluate your request and will notify you within **15 working days**.

Step 7



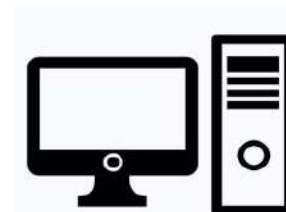
The agency will prepare the information for release based on your desired format. It will be sent to you depending on the receipt of preference

Mode of Request



Standard
Submit a request form with necessary personal documents

or



eFOI
Lodge a request through the eFOI portal (foi.gov.ph)

FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the dated when you received this letter. We will complete the review and tell you the result within 30 calendar days from the dated when we receive your appeal.

FREEDOM OF INFORMATION (FOI) MANUAL

Department of Environment and Natural Resources

Receiving Officer: DIANA ROSE M. AMPILIDAN

Designation: Administrative Officer I (Records Officer)

Office: Community Environment and Natural Resources

Office Address: Purok Tamayo, Brgy. San Ignacio, Manay, Davao Oriental

Contact No: 09530434246

Email Address: cenromanay@denr.gov.ph

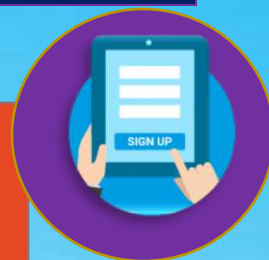


1

Go to www.foi.gov.ph to your browser's home address

2

Click the Sign-Up button and provide all the required fields. Attach a valid ID to create an account.



3

Once logged-in, you will be directed to your Dashboard. The dashboard contains all FOI requests the account owner

4

Click the Make a Request button then select the name of the agency you wish to ask.



5

You will now be directed to The Make a Request Page. Accomplish all fields then click Send My Request.



6

The agency will evaluate your Requests and will notify you within 15 working days.



7

The agency will prepare the information for release, based on your desired format it will be sent to you depending on the receipt of preference



MODE OF REQUEST



OR



Submit forms with necessary documents

Lodge a request through the eFOI Portal (www.foi.gov.ph)

FOI appeals

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COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
RXI-2C, San Ignacio, Manay, Davao Oriental

Freedom of Information Program

Agency: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer: Marcelita D. Pardillo
Designation: OIC, Records Officer
Office: Provincial Environment and Natural Resources Office
Receiving Office: Km. 55, National Highway, Tagum City, Davao del Norte
Contact No.: (084) 216-6302 and (084) 216-4858
Email: penrodavaodelnorte@denr.gov.ph



Make an FOI Request in 7 easy steps

Through www.foi.gov.ph, asking for information is now a click away.



Mode of request

Standard Request



Submit request letter with ID and other necessary documents

or

eFOI Request



Lodge a Request through the eFOI Portal (foi.gov.ph)

FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to penrodavaodelnorte@denr.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we received your appeal.



**FREEDOM OF INFORMATION
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Freedom of Information Program

Agency: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer: Edelveiss P. Lio
Designation: Records Officer I
Office: CENRO Panabo City
Receiving Office: Barangay Salvacion, Panabo City, Davao del Norte
Contact No.: (084) 823-0447 and 09207356443
Email: cenropanabo@denr.gov.ph



Make an FOI Request in 7 easy steps

Through www.foi.gov.ph, asking for information is now a click away.

Step 1	Go to www.foi.gov.ph to your browser's home address	
Step 2	Click the Sign-Up Button and provide all the required fields. Attach a valid ID to create an account	
Step 3	Once logged-in, you will be directed to your Dashboard. The dashboard contains all the requests done by the account owner.	
Step 4	Click the Make a Request button then select the name of the agency you wish to ask.	
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Step 6	The agency will evaluate your request and will notify you within 15 working days.	
Step 7	The agency will prepare the information for release, based on your desired format. It will be sent to you depending on the receipt of preference.	

Mode of request

FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to cenropanabo@denr.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made with 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we received your appeal.



**FREEDOM OF INFORMATION
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Freedom of Information Program

Agency: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer: Yzel Jay D. Enerlan
Designation: Acting Records Officer
Office: CENRO New Corella
Receiving Office: Purok 5, Barangay Poblacion, New Corella, Davao del Norte
Contact No.: 09276449523
Email: cenronewcorella@denr.gov.ph



Make an FOI Request in 7 easy steps

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DENR's One-Page FOI Manual
Department of Environment and Natural Resources
RXI-1, PENRO-Davao de Oro
Purok 2, Poblacion, Nabunturan, Davao de Oro



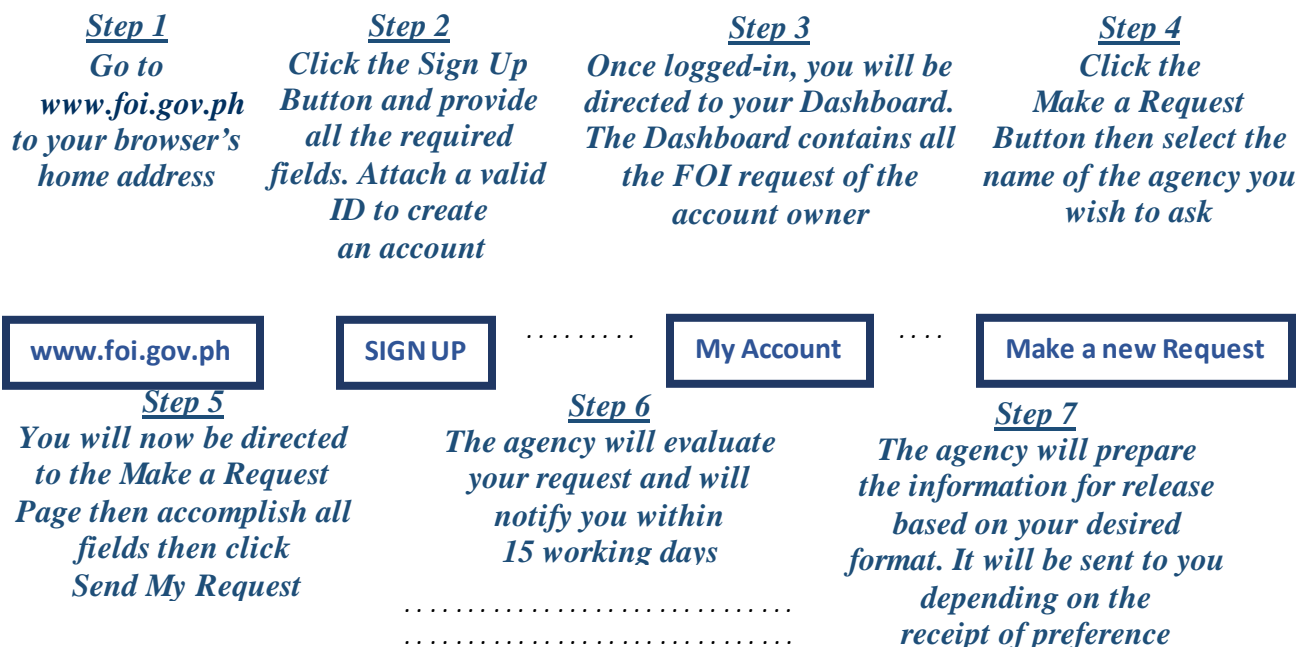
Receiving Officer:

Ms. Jessielyn D. Espinosa
Records Unit – DENR XI-1

Ms. Jeszyl D. Asis
Records Unit – DENR XI-1

Receiving Office:

Records Unit-Administrative Section
Department of Environment and Natural Resources
Provincial Office XI-1
Contact No: (084) 311-8143
E-mail: penrodavaodeoro@denr.gov.ph



Mode of request

Standard

or

eFOI



FOI Appeals

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DENR's One-Page FOI Manual
Department of Environment and Natural Resources
Community Environment and Natural Resources Office
Poblacion, Monkayo, Davao de Oro



Ms. Merry Grace P. Mella
Administrative Aide VI

Receiving Officer

Ms. Mylene E. Arellano
Records Unit – CENRO Monkayo

Receiving Office:

Records Unit-Administrative Section
Community Environment and Natural Resources Office
Region XI-IA, Monkayo, Davao de Oro
Contact No: 09061718402
E-mail: cenromonkayo@denr.gov.ph

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www.foi.gov.ph	SIGN UP	My Account	Make a new Request

Step 5
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Send My Request

[> Send my Request](#)

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The agency will evaluate
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Mode of request

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DENR's One-Page FOI Manual
Department of Environment and Natural Resources
Community Environment and Natural Resources Office
RXI-IB, Anislagan, Maco, Davao de Oro



Ms. Lezlie S. Bulotano
PSU Records – DENR XI-IB

Receiving Officer:
Ms. Desiree Jane C. Añora
PSU Records – DENR XI-IB

Ms. Erlyne J. Palen
PSU Records – DENR XI-IB

Receiving Office:

Records Unit

Department of Environment and Natural Resources
Community Environment and Natural Resources Office
E-mail: cenromaco@denr.gov.ph

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www.foi.gov.ph

[SIGN UP](#)

[My Account](#)

[Make a new Request](#)

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FREEDOM OF INFORMATION
Philippines

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Freedom of Information Program

Agency : DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

Receiving Officer: Aline P. Raymundo

Designation : Admin. Officer I/Records Officer

Nemia J. Buenaflor

ADAs VI/Receiving Clerk

Office : PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES

Receiving Office : Mabini Superhighway, Aplaya, Digos City

Contact no. : 272-1894

Email : penrodavaodelsur@denr.gov.ph

Step 1

Go to www.foi.gov.ph to your browser's home address



Step 2

Click the Sign Up button and provide all the required fields. Attach a valid ID to create an account.



Step 3

Once logged-in, you will be directed to your Dashboard. The Dashboard contains all the FOI requests the account owner



Step 4

Click the Make a Request button then select the name of the agency you wish to ask.



Step 5

You will now be directed to The Make a Request Page. Accomplish all fields then click Send My Request.



Step 6

The agency will evaluate your Requests and will notify you within 15 working days.



Step 7

The agency will prepare the information for release, based on your desired format. It will be sent to you depending on the receipt of preference



Mode of request

FOI Appeals

STANDARD



Submit Request form with necessary Personal documents

or

eFOI



If you are not satisfied with the response to your FOI request, you may ask us to carry out an interval review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.



**FREEDOM OF INFORMATION
PHILIPPINES**

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FREEDOM OF INFORMATION PROGRAM



Agency : DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer : Nelia C. Calang
Designation : Admin Officer I/ Records Officer
Office : COMMUNITY ENVIRONMENT AND NATURAL RESOURCES
Contact no. (082) 228-2557
Email: cenrodavao@denr.gov.ph

STEP
01

Go to
www.foi.gov.ph
to your browser's
home address



STEP
02

Click the Sign Up button
and provide all the required
fields. Attach a valid ID to
create an account.



STEP
03

Once logged-in, you will be
directed to your Dashboard.
The Dashboard contains
all the FOI requests the
account owner



STEP
04

Click the Make a Request
button then select the name
of the agency you wish
to ask.



STEP
05

You will now be directed to
The Make a Request Page.
Accomplish all fields then
click Send My Request.



STEP
06

The agency will evaluate
your Requests and will
notify you within .
15 working days



STEP
07

The agency will prepare the
information for release,
based on your desired format
It will be sent to you depending
on the receipt of preference



Mode of Request



Submit Request form
with necessary
Personal documents

or



Lodge a request
through the eFOI
Portal
(foi.gov.ph)

FOI appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an interval review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.



FREEDOM OF INFORMATION
PHILIPPINES

Be informed. Be engaged. Know your government better. documents

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

R-XI , Bangkal, Davao City Davao del Sur

Freedom of Information Program

Agency : DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

Receiving Officer : ROSARIO C. ABEJARON

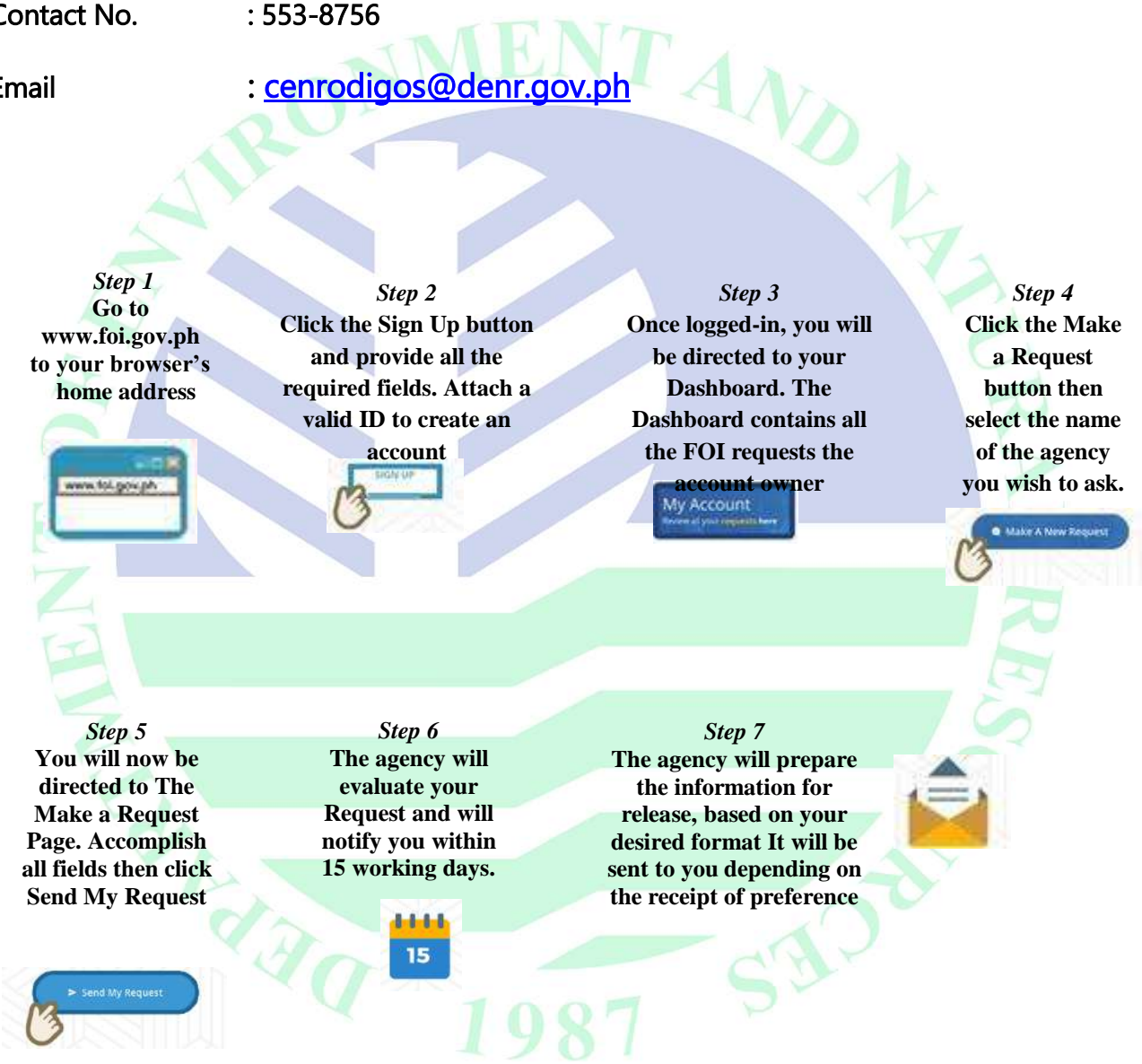
LMO II/Concurrent Records Officer

Office : COMMUNITY ENVIRONMENT AND NATURAL RESOURCES

Receiving Office : CAPITOL COMPOUND, MATTI, DIGOS CITY

Contact No. : 553-8756

Email : cenrodigos@denr.gov.ph



Mode of request

STANDARD



Submit request form with necessary personal documents

or

eFOI



FOI Appeals

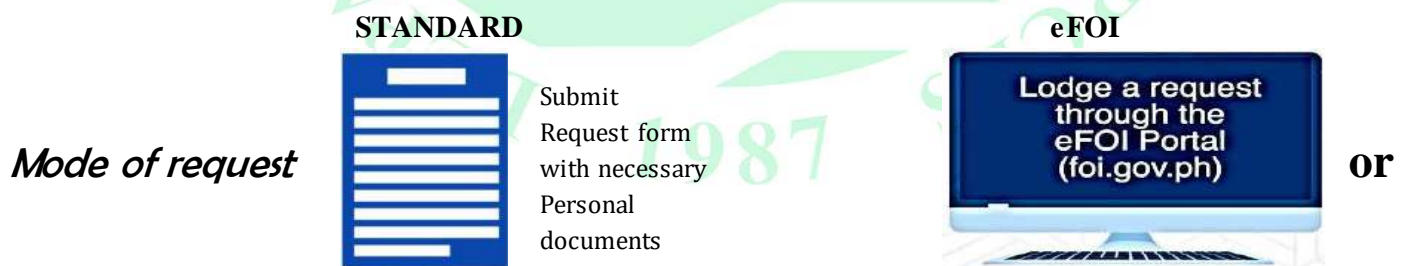
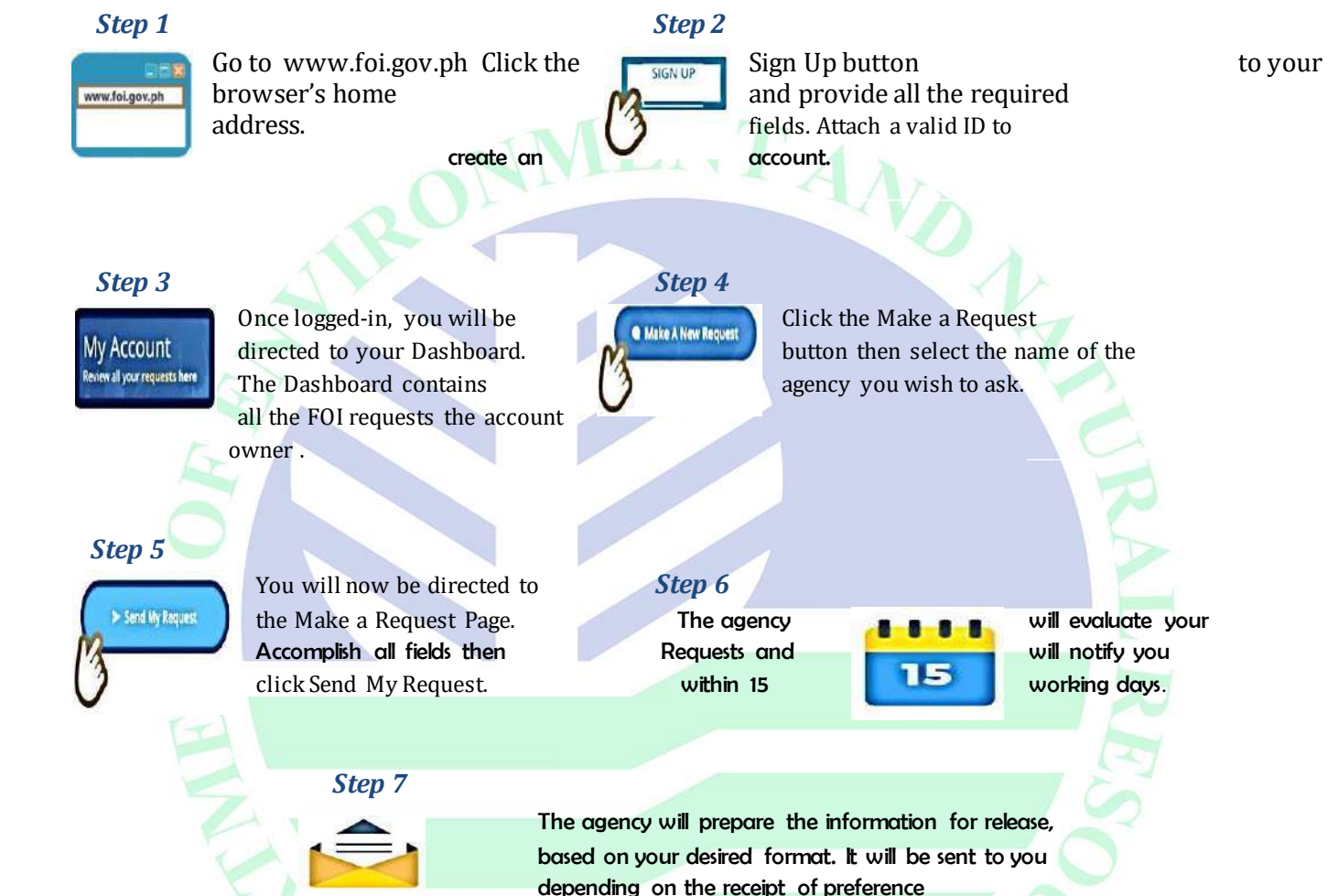
If you are not satisfied with the response to your FOI request, you may ask us to carry out an internal review of the response by writing to foi@pco.gov.ph. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.





Freedom of Information Program

Agency : DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer : CLARICE THEA M. BARREDO/ROSELYN V. RADOES
Designation : Records Officer I / 1st Alternate R.O
Office : COMMUNITY ENVIRONMENT AND NATURAL RESOURCES
(CENRO-4B, MALALAG)
Receiving Office : Poblacion, Malalag, Davao del Sur
Contact nos. : 272-0244/272-0339
Email : cenromalalag@denr.gov.ph



FOI Appeals

If you are not satisfied with the response to your FOI request, you may ask us to carry out an interval review of the response by writing to. Your review request should explain why you are dissatisfied with the response, and should be made within 15 calendar days from the date when you received this letter. We will complete the review and tell you the result within 30 calendar days from the date when we receive your appeal.



FREEDOM OF INFORMATION
PHILIPPINES

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FREEDOM OF INFORMATION PROGRAM



Agency : DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Receiving Officer : LOREVI S. NAMOCATCAT
Designation : ADMIN OFFICER 1/ Records Officer
Office : PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES
Receiving Office: PENRO Davao Occidental, Malita, Davao Occidental
Contact no : 09178327384
Email: penrodavaooccidental@denr.gov.ph



STEP
01

Go to
www.foi.gov.ph
to your browser's
home address



STEP
02

Click the Sign Up button
and provide all the required
fields. Attach a valid ID to
create an account.



STEP
03

Once logged-in, you will be
directed to your Dashboard.
The Dashboard contains
all the FOI requests the
account owner



STEP
04

Click the Make a Request
button then select the name
of the agency you wish
to ask.



STEP
05

You will now be directed to
The Make a Request Page.
Accomplish all fields then
click Send My Request.



STEP
06

The agency will evaluate
your Requests and will
notify you within .
15 working days



STEP
07

The agency will prepare the
information for release,
based on your desired format
It will be sent to you depending
on the receipt of preference



Mode of Request



Submit Request form
with necessary
Personal documents

or



Lodge a request
through the eFOI
Portal
(foi.gov.ph)

FOI appeals

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PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
LACARON, MALITA, DAVAO OCCIDENTAL