



DEPARTMENT OF ENVIRONMENT & NATURAL RESOURCES
RECORDS MANAGEMENT DIVISION

DEC 2 9 2023

MEMORANDUM

FOR

THE UNDERSECRETARY

LEGAL AND ADMINISTRATION

CHAIRPERSON

DENR FREEDOM OF INFORMATION COMMITTEE

FROM

:

THE REGIONAL EXECUTIVE DIRECTOR

SUBJECT

SUBMISSION OF REQUIREMENTS IN COMPLIANCE TO

MEMORANDUM CIRCULAR NO. 23-02 FOR FISCAL YEAR

(FY) 2023 PERFORMANCE-BASED BONUS (PBB)

ELIGIBILITY

In compliance to Memorandum 2023-1008, we are submitting the 2023 FOI Summary Report and Registry, with the information that the requests received were duly acted upon and considered "closed."

For information and record.

JACQUELINE A. CAANCAN, CESO III

MEM20231229 — 18549