



Republic of the Philippines
DepED
DEPARTMENT OF EDUCATION
Region I
DIVISION OF CITY SCHOOLS
DAGUPAN CITY

MEMORANDUM NO. 128, Series of 2016

RELEASED
DEFED
DATE: 8-9-16
BY: [Signature]

TO: ALL SCHOOL HEADS AND ALL CONCERNED

FROM: *[Signature]*
FROSERFINA J. BRAVO
OIC-SCHOOLS DIVISION SUPERINTENDENT

SUBJECT: DISSEMINATION OF TREE CUTTING APPLICATION REQUIREMENTS

DATE: August 9, 2016

Pursuant to the letter dated July 27, 2016 of Ms. Leduina S. Co, CESE, Provincial Environment and Natural Resources Officer, the list of requirements for tree cutting application of schools is hereby disseminated for your guidance and reference.

All applications for tree cutting permit should be endorsed to the Division Office by the school heads prior to its submission to the PENRO/CENRO for purposes of review. The estimated processing time for the application is two months to three months. Listed below are the requirements for tree cutting application for the purpose of construction of school buildings:

1. Request letter from the applicant specifying the reason for cutting;
2. Resolution from the federated parent teachers association;
3. Endorsement from the Schools Division Superintendent;
4. Endorsement from the Non-Government Organization (NGO) interposing no objection to the cutting of requested trees;
5. LGU endorsement interposing no objection to the cutting of requested trees;
6. Sketch showing the relative location of trees to be cut in relation to the proposed project;
7. Replacement scheme with a ratio of 1:100; and
8. ECC (Environmental Compliance Certificate) or CNC (Certificate of Non-Coverage).

For immediate dissemination.