

Republic of the Philippines  
Department of Environment and Natural Resources  
**MINES AND GEOSCIENCES BUREAU**

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**MEMORANDUM**

**FOR** : All Officials and Employees

**FROM** : The Acting Director

**SUBJECT** : **Adaption of the Mines and Geosciences Bureau Teams as an Official Communication Tool for Remote Data Sharing, Video Conferencing and Messaging**

**DATE** : **March 23, 2020**

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In connection with the work from home protocol implementation, the Mines and Geosciences Bureau (MGB) is providing you the MGB Teams, an alternative tool for remote data sharing, video conferencing, virtual meeting and messaging. The application is configured to provide strategic group work environment primarily for online collaboration and meeting. The objective is to ensure continues delivery of service particularly those concerning immediate action and avoid if not minimize backlogs of work assignments within this period of public health emergency.

Initially, MGB Management including Division and Section Chiefs will have an account activated. The rest of the MGB personnel can join the Team using their active personal email address to be submitted to your respective Information Technology personnel for enrolment. The IT personnel of the MGB Central and Regional Offices will provide you the necessary information, materials and assistance in the deployment of the MGB Teams accounts. For proper coordination, all concerns should only be forwarded to your respective IT personnel.

Attached is the MGB Teams Account Master List for your reference.

For your compliance.

  
**ATTY. WILFREDO G. MONCANO**