



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN
Bgy. Sta. Monica, Puerto Princesa City, Palawan
EMAIL : penropalawan@denr.gov.ph
TelFax No. (048) 433-5638/ 434-8791

November 14, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR -MIMAROPA Region
1515 DENR By The Bay Building, Roxas Boulevard
Barangay 668, Ermita, Manila

THRU : The Assistant Regional Director
for Management Services

FROM : The Provincial Environment and
Natural Resources Office

SUBJECT : SUBMISSION OF INDIVIDUAL LEARNING REPORTS

Respectfully forwarded are the memoranda on various dates with regards to the Individual Learning Reports of the following personnel:

CENR OFFICE	Name of Participants	Title of Training/Workshop Attended	Inclusive Dates
Taytay, Palawan	Angelina L. Badao Jeanette P. Allado Dave M. Negosa	Lecture on Revised Forestry Code of PD 705	October 2, 2023
	Johnedel J. Namoc Moises R. Archa Gerald J. Namoc <i>Reina Mia R. Cabebe</i>	Lecture on Issuance of Permits	October 23, 2023
	Rose Mae T. Biona Nikki C. Edep Emmie A. Velarde Norie D. Pineda Mary Ann D. Bulacan Hianz S. Caridad	<i>REVISED FORESTRY CODE OF PD 705</i> Lecture on Manual of Authorities : Licenses, Patents and Deeds	October 23, 2023
	Jenuel P. Casel	Coral Rehabilitation Training of ENMRPA	September 28-29, 2023

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Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

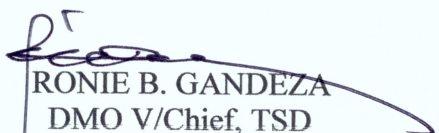
EMAIL : penropalawan@denr.gov.ph


TelFax No. (048) 433-5638/ 434-8791

CENRO Taytay, Palawan	April Rose G. Cantojos	Lecture on Republic Act 9147 also known as Wildlife Resources Conservation and Protection Act or Wildlife Act” and Republic Act 9175 also known as Chainsaw Act 2022”	October 9, 202
Quezon, Palawan	Ma. Teresa V. Ayson	QMS Monitoring and Technical Guidance Learning Activity for field QMS Teams in preparation for the Annual Quality Audit and surveillance Audit Team	October 16-18, 2023

For information and record.

For the PENRO :


RONIE B. GANDEZA
DMO V/Chief, TSD
In-Charge, Office of the PENRO

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By 
Date: 14 NOV 2023 CN 2023-3258



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
by the National Highway, Poblacion, Taytay, Palawan 5312
Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 13, 2023

MEMORANDUM

BY: [Signature]
DATE: 10/24/2023 ON 23-10247

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity : Learning and Development Intervention				
Performance Indicator : Individual Learning Report submitted				
Frequency of submission : ANA				
Current submission : Individual learning report equivalent to CN 6307 in the EDATS dated October 10, 2023 of FR Angelina L. Badao on the attended lecture re the Revised Forestry Code of PD 705				
Gender and Development (GAD) data	Male = 0	Female = 1	LGBTQ+0	Prefer not to say
Age Grouping	60 and above	18-59	0	0
	0	1	0	1
Environmental Management System (EMS Compliance)	<p>✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE, set standards for a consistently organized workplace and SUSTAIN – maintain and review standard.</p> <p>✓ PENRO Memo No. 2023-001 dated February 21, 2023</p>			

This is our Means of Verification (MOV) on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: OCT 13 2023 ON 2814

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
By the National Highway, Poblacion, Taytay, Palawan 5312
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Email: cenrotaytay@denr.gov.ph

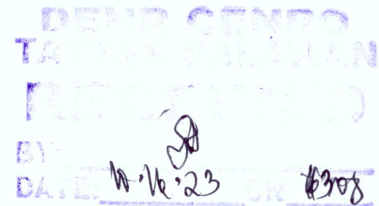
October 10, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer
Taytay, Palawan

FROM : FR Angelina L. Badao

SUBJECT : **INDIVIDUAL LEARNING REPORT ON THE ATTENDED
LECTURE ON REVISED FORESTRY CODE OF PD 705**



Respectfully submitted is the above subject report regarding the lecture facilitated by Monitoring Enforcement Chief Donna C. Tabernilla conducted last October 2, 2023.

For his information and record.

ANGELINA L. BADAO

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	ANGELINA L. BADA0
Office/Service:	DENR-CENRO TAYTAY, PALAWAN
Training Title:	LECTURE ON REVISED FORESTRY CODE OF PD 705
Learning Provider:	DENR CENRO TAYTAY
Inclusive Dates:	OCTOBER 2, 2023
Venue:	CENRO Taytay, Palawan

I. EVALUATION OF THE COURSE:

• Technical Content:

The mini presentation was about the Revised Forestry Code of PD 705 and discussed the deferent elements regarding the protection of forests and woods in our country. This law contains the effective management of lands and land resources in our country. It discussed the ongoing occupation and destruction of forests and pastures, illegal work within the protected area, destruction and damage to the wildlife living there, illegal survey conducted by unauthorized people in the Timberland area; unauthorized release of tax declaration within Timberland; It was also mentioned about the Bamboo plantation that it must first be registered before it can be used, and the penalties and fines regarding the various violations committed by people were also discussed, the unauthorized transportation of dismantled products was also discussed; the difference between SPLTP and PLTP revised guidelines and also about Rattan Permit application, also shared about DAO 2000-20 to promote Tree Plantation of fast growing trees. This presentation was made to provide more knowledge and to intensify the enforcement of this law about the Revised Forestry Code of PD 705, to know the basic information on management and how to implement the law to educate people about conservation and protection of our natural resources, and no person may use, exploit, occupy, own or carry out any activity within any forest and pasture, or establish, install and operate any processing plant for wood or forest products, except if he is authorized to do so under a license agreement, license, lease or permit emanating from our agency.

• Impressions/Comments:

The training is very informative. The resource speaker shared her knowledge and expertise that was easy to understand by the participants.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

The said mini lecture is a great help for me to share with others who don't know about this law.

III. RECOMMENDATIONS

I recommended for seminar/workshop regarding the course.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
distribution of pamphlets / brochures in tagalog version of the Revised P.D. 705 and with the help of our agency I suggest that every barangay promote and have programs and projects regarding the planting of 100 trees per individual during rainy season.	CY 2024

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/ Proposal?

To encourage Barangay Local Government Units hold the planting activities

Have you discussed any concerns / resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes

Would you be willing to send him/her again to other training/seminars/conference?

Yes / No Others

If yes, please specify courses

(Any training on EWR conservation, development and protection

Submitted by:

ANGELINA L. BADAÑO
Attendee

October 10, 2022

Noted/ Confirmed by:

MARIANO R. LILANG, JR.
Supervisor



This is to certify that the photo shown above were taken during the mini lecture conducted by MES Chief Donna C. Tabernilla last October 2, 2023 after Monday forum at CENR Office, Taytay, Palawan.



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Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 13, 2023

MEMORANDUM

BY: [Signature]
DATE: 10/27/2023 ON 23-10157

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity : Learning and Development Intervention				
Performance Indicator : Individual Learning Report submitted				
Frequency of submission : ANA				
Current submission : Individual learning report equivalent to CN 6307 in the EDATS dated October 10, 2023 of Administrative Aide IV Jeanette P. Allado on the attended lecture re the Revised Forestry Code of PD 705				
Gender and Development (GAD) data	Male = 0	Female = 1	LGBTQ+0	Prefer not to say
Age Grouping	60 and above	18-59	0	0
	0	1	0	1
Environmental Management System (EMS Compliance)	<p>✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE, set standards for a consistently organized workplace and SUSTAIN – maintain and review standard.</p> <p>✓ PENRO Memo No. 2023-001 dated February 21, 2023</p>			

This is our Means of Verification (MOV) on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: 10/13/2023 CN 3815

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
Region IV – MIMAROPA
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan

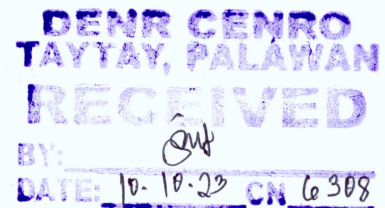
October 10, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources

THRU : Development Management
Officer IV

FROM : JEANETTE P. ALLADO
Administrative Aide VI



SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED LECTURE ON REVISED FORESTRY CODE OF PD
705**

Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 02, 2023.

The lecture was facilitated under the Monitoring Enforcement Section in the person of Donna C. Tabernilla, For. II/Chief of Monitoring and Enforcement Section. The topic entitled the Revised on Forestry Code of PD 705 explained briefly and concisely relevant laws, rules and regulations in the issuance and application of permits. On the other hand, she discussed the topic on the importance and the liability of an employee as a public servant.

Attached are the mentioned report.

For information, review and further instruction.


JEANETTE P. ALLADO

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	JEANETTE P. ALLADO
Office/Service:	DENR-CENRO TAYTAY, PALAWAN
Training Title:	LECTURE ON REVISED FORESTRY CODE OF PD 705
Learning Provider:	DENR CENRO TAYTAY
Inclusive Dates:	OCTOBER 2, 2023
Venue:	FACE TO FACE

I. EVALUATION OF THE COURSE:

Technical Content:

The objective of the Revised Forestry Code of PD 705 is to provide better services specifically to those employees who have no knowledge in Revised Forestry Code of PD 705, basic information on management and how to implement as government employee.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

I gained knowledge on the attended Lecture on how to serve as a public servant. Lecture like this are indeed essential in order to perform our job. It provided me some basic knowledge in order to serve well to the client in relation to their requests for application of the issuance of transport and cutting permit/s and completeness of the attachment/s.

III. RECOMMENDATIONS

I recommended for seminar/workshop.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
In line of my work designated of the Receiving, I had knowledge to explain the basic knowledge to the client. I see to it the completeness of the attachment of the request.	
Application/referrals of documents (improvement of the client service).	

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/ Proposal?

As proposed/recommended, the management will make it sure the needs at the Receiving Desk will be supplied.

Have you discussed any concerns / resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, and we will continually discuss.

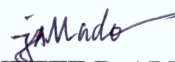
Would you be willing to send him/her again to other training/seminars/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

Refresher Course on this Lecture after a year.

Submitted by:


JEANETTE P. ALLADO
Attendee
October 10, 2022

Noted/ Confirmed by:


MARIANO P. LILANG, JR.
Supervisor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

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Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED

October 24, 2023

MEMORANDUM

BY: [Signature]
DATE: 10/24/2023 ON 23.10457

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report of Park Ranger Dave M. Negosa (CN 6541 in the eDATS) on Mini-lecture on the Revised Forestry Coder (PD 705, as amended) introduced by Forster II Donna C. Tabernilla being the Chief of Enforcement and Monitoring Section (EMS) held on October 2, 2023 at the Office (CENR Office).			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant from this Office, Negosa.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (5S – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memorandum Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: [Signature]
DATE: OCT 25 2023 CH 3955

CONRADO M. CORPUZ



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

By the National Highway, Poblacion, Taytay, Palawan 5312

Mobile: 0926-505-9335 TM 0912-171-3889 TNT

Email: cenrotaytay@denr.gov.ph

October 20, 2023

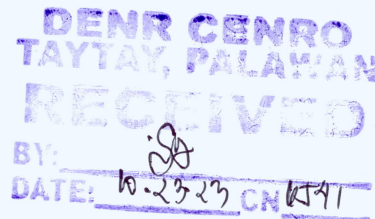
MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

THRU : The Park Operations Superintendent
El Nido Managed Resource Protected Area

FROM : The Park Ranger

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED LECTURE ON THE REVISED FORESTRY CODE
OF PD 705**



Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 2, 2023.

The lecture was facilitated under the Monitoring Enforcement Section in the person of Forester II Donna C. Tabernilla. The topic entitled the Revised Forestry Code of PD 705 explained briefly and concisely relevant laws, rules and regulations in the issuance and application of permits. On the other hand, she discussed the topic of the importance and the liability of an employee as a public servant.

Attached is the mentioned report.

For information and record.


DAVE M. NEGOSA

INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	DAVE M. NEGOSA
Office/Service:	DENR-CENRO Taytay
Training Title:	Lecture on Revised Forestry Code of PD 705
Learning Providers:	Monitoring and Enforcement Section of CENRO Taytay
Inclusive Dates:	October 2, 2023
Venue:	CENRO Taytay Office

I. EVALUATION OF THE COURSE:	
<ul style="list-style-type: none">Technical Content: The lecture is an effective way for DENR employees, especially those who have no knowledge of the Revised Forestry Code of PD 705 to enhance and level up our knowledge of the implementation of environmental laws, rules, and regulations.	
II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT’S WORK/FUNCTION:	
The lecture gave me additional knowledge and guidance to improve my ability to perform my duties and responsibilities as a Park Ranger.	
III. RECOMMENDATIONS:	
The undersigned would like to recommend training, seminars/workshops.	
IV. POST LEARNING ACTION PLAN/PROPOSAL:	
Proposed Plan/Activity/Output	Time Frame
I had the knowledge to explain the basic knowledge to the client.	

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?
_____.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?
_____.

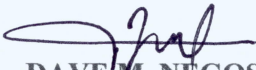
Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐


If yes, please specify courses.

Refresher Course on this Seminar/Workshop after a year.

Submitted by:


DAVE M. NEGOSA
Park Ranger
Attendee

Noted/Confirmed by:


MILDRED A. SUZA
Park Operations Superintendent
Supervisor

October 20, 2023
Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

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Email: cenrotaytay@denr.gov.ph

DENR CENRO
PALAWAN RECORDS
RECEIVED

October 31, 2023

MEMORANDUM

BY: _____
DATE: 11/08/2023 CN 23-10741

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6703 in the EDATS dated October 31, 2023 of ICT Technical Staff (JO) Johnedel J. Namoc on the mini lecture of the CENR Officer on Procedure and Scope of the Issuance of Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Namoc.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<div><div>✓</div> Compliant to 5S organization techniques (5S – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)</div> <div><div>✓</div> No single use plastic used</div> <div><div>✓</div> PENRO Memo Order 2023-001 dated February 21, 2023</div>			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED
BY: _____
DATE: OCT 31 2023 C. 4036

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph

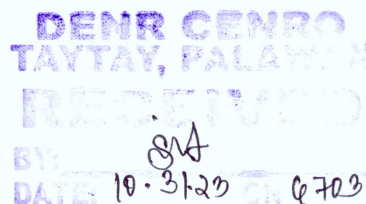


Republic of the Philippines
Department of Environment and Natural Resources
Region IV – MIMAROPA
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan

October 31, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer



FROM : ICT Technical Support

SUBJECT : **INDIVIDUAL LEARNING REPORT ON THE ATTENDED
LECTURE ON THE APPLICATION FOR THE ISSUANCE OF
PERMIT**

Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 23, 2023.

The lecture was facilitated by the Community Environment and Natural Resources Officer (CENRO) Conrado M. Corpuz. The topic entitled the Application for the Issuance of different Permit/s he explained briefly and concisely relevant DAOs in the issuance and application of permits. On the other hand, he discussed the topic on the importance and the liability of an employee as a public servant.

Attached are the mentioned report.

For information, review and further instruction.


JOHNEDIEL J. NAMOC

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	JOHNEDEL J. NAMOC
Office/Service:	DENR-CENRO TAYTAY, PALAWAN
Training Title:	LECTURE ON ISSUANCE OF PERMITS
Learning Provider:	DENR CENRO TAYTAY
Inclusive Dates:	OCTOBER 23, 2023
Venue:	DENR CENR O TAYTAY, PALAWAN

I. EVALUATION OF THE COURSE:

Technical Content:

The objective of the Lecture of the Application for the Issuance of Permit is to provide better services specifically to those permanent as well as Job Order employees who have no knowledge in the Application of Issuance of Permit basic information on management and how to implement as government employee.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

I gained knowledge on the attended Lecture on how to serve as a public servant, Lecture like this are indeed essential in order to perform our job. It provided me some basic knowledge in order to serve well to the client in relation to my work is to posted for application and requirements of the issuance of different permit/s.

III. RECOMMENDATIONS

I recommended for another lecture/seminar/workshop.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
In line of my work as ICT Technical Support, I had knowledge to discuss the basic knowledge to the client especially in form of email transaction and to publish the requirements in relation to the Application for the Issuance of Permit. I see to it to respond the client thru email for their needed to their request.	
Application/referrals of documents (improvement of the client service).	

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/ Proposal?

To classify concerns of clients which may be responded through email and also review the draft response before approving to be sent through email.

Have you discussed any concerns / resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?


Would you be willing to send him/her again to other training/seminars/conference?

Yes ✓ No _____ Others _____

If yes, please specify courses


All mini-lectures in the office on ENR laws and policies.

Submitted by:


JOHNDEL J. NAMOC
Attendee

October 23, 2023

Noted/ Confirmed by:


MARIANO P. LILANG, JR.
Supervisor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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Email: cenrotaytay@denr.gov.ph

**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 31, 2023

MEMORANDUM

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6705 in the EDATS dated October 31, 2023 of Community Development Officer (JO) under the Green Economy Model Program Moises R. Acha on the mini lecture of the CENR Officer on Procedure and Scope of the Issuance of Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Acha.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
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Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: Jo
DATE: OCT 31 2023 C.N. 4034

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. DILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
By the National Highway, Poblacion, Taytay, Palawan 5312
Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

October 31, 2023

MEMORANDUM

FOR : The Community Environment and Natural Resources Officer
THRU : The Development Management Officer IV
FROM : COMMUNITY DEVELOPMENT OFFICER
SUBJECT : **PROCEDURE AND SCOPE OF THE ISSUANCE OF LICENSES, PATENTS AND DEEDS**

DENR CENRO
TAYTAY, PALAWAN
RECEIVED
BY: [Signature]
DATE: 10-31-23

Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 23, 2023.

The lecture was facilitated by the head of the CENRO Taytay, Palawan in the person of Conrado M. Corpuz, Community Environment and Natural Resources Officer. The topic discusses entitled the procedure and scope of the issuance of licenses, patents and deeds in which it was briefly explained the relevant provisions, rules and processes in the issuance and application of different permits for forest resources. Thereafter, he discussed the limit of authority of each licenses and their specific uses.

Attached are the mentioned report.
For information, review and further instruction.


MOISES R. ACHA



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	MOISES R. ACHA
Office/Service:	CDS-GEM
Training Title:	TREE CUTTING PERMIT
Learning Provider:	CENRO – CONRADO M. CORPUZ
Inclusive Dates:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

a. Technical Content:

I. Discussions on the Permits and licenses processed by the CENRO, CONRADO M. CORPUZ

The discussion is clearly explained and elaborated to the participants. The importance of the topic can give more awareness and knowledge to the participants, especially those newly hired and started. The topic is related to all functions of a DENR employee and also to making it mastered when it is applied in the field and when approaching clients.

• Impression/Comment

The content is very important for the learners as DENR employees. we are always aiming to deliver a high degree of professionalism as we work towards protecting and enforcing environmental laws, we should have that knowledge to educate the client or be shared, so they can be aware of legalities on protecting and appropriate use of our scarce natural resources and acknowledging them as our network partners and to prevent them from doing illegal activities or else they will be sanctioned.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANTS WORK/FUNCTION:

As a community development officer is very important for me as a learner to have gained this knowledge to share it with the stakeholders and the community. Also to monitor them so that they cannot deceive us of their practices between doing business and legalities, especially in tree cutting permits, and also to regulate them appropriately and increase the government income. We should lead them in accepting legal standards each time they try to use environmental resources.



III. RECOMMENDATIONS:

I learned a lot but I think I have to remind myself to do more study about it with the team I can be fully guided and execute it righteously, therefore I recommend that this topic, be shared with others who did not usually attend the Monday forum. My recommendation if possible to discuss more topics in the environment so that the employees are more familiar with or master it and create a great impact on protecting and conserving our environment.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/output/Time Frame

To educate the community on conserving our resources

Part 2 (To be accomplished by Supervisor)

How will you support the post-Learning Action Plan/Proposal?

Engaging the learner in the IEC/CEPA activities and involved in taking part in the discussion of various ENR Laws.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes

Would you be willing to send him/her again to another training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify the courses

Yes, for now only the ENR laws are being discussed in the mini-lecture in the office at least once a month.

Submitted by:


MOISES R. ACHA
CDO

October 31, 2023
Date

NOTED/Confirmed by:


MARIANO P. LILANG, JR.
Development Management Officer IV



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

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Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED

October 24, 2023

MEMORANDUM

BY: [Signature]
DATE: 10/27/2023 CN 23-10457

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV)**
UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW
(OPCR)

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report of Clerk I Reina Mia B. Cabebe (CN 6388 in the eDATS) on mini-lecture on the Revised Forestry Code (PD 705, as amended) introduced by Forster II Donna C. Tabernilla being the Chief of Enforcement and Monitoring Section (EMS) held on October 2, 2023 at the Office (CENR Office). The activity is in compliance to the instruction of the Regional Executive Director.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant from this Office, Cabebe.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memorandum Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: [Signature]
DATE: OCT 25 2023 CN 3952

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
Region IV – MIMAROPA
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan

October 16, 2023

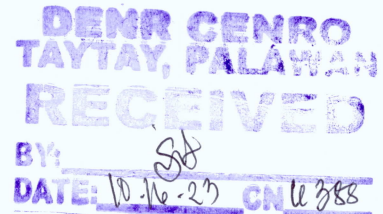
MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

THRU : Park Operations Superintendent

FROM : The Clerk-I

SUBJECT : **INDIVIDUAL LEARNING REPORT ON THE ATTENDED
LECTURE ON REVISED FORESTRY CODE OF PD 705**



Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 02, 2023.

The lecture was facilitated under the Monitoring Enforcement Section in the person of Donna C. Tabernilla, For. II/Chief of Monitoring and Enforcement Section. The topic entitled the Revised on Forestry Code of PD 705 explained briefly and concisely relevant laws, rules and regulations in the issuance and application of permits. On the other hand, she discussed the topic on the importance and the liability of an employee as a public servant.

Attached are the mentioned report.

For information, review and further instruction.

REINA MIA B. CABEBE

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	REINA MIA B. CABEBE
Office/Service:	DENR-CENRO TAYTAY, PALAWAN
Training Title:	LECTURE ON REVISED FORESTRY CODE OF PD 705
Learning Provider:	DENR CENRO TAYTAY
Inclusive Dates:	OCTOBER 2, 2023
Venue:	FACE TO FACE

I. EVALUATION OF THE COURSE:

Technical Content:

The objective of the Revised Forestry Code of PD 705 is to provide better services specifically to those employees who have no knowledge in Revised Forestry Code of PD 705, basic information on management and how to implement as government employee.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

I gained knowledge on the attended Lecture on how to serve as a public servant. Lecture like this are indeed essential in order to perform our job. It provided me some basic knowledge in order to serve well to the costumer in relation to their requests for application of permit/s, transport and cutting permit,

III. RECOMMENDATIONS

I recommended for seminar/workshop.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
In line of my work designated as Clerk I, to assist in Receiving, I had knowledge to explain the basic knowledge to the client. I see to it the completeness of the attachment of the request.	
Application/referrals of documents (improvement of the client service).	

V. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
In line of my work designated as Clerk I, to assist in Receiving, I had knowledge to explain the basic knowledge to the client. I see to it the completeness of the attachment of the request.	
Application/referrals of documents (improvement of the client service).	

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/ Proposal?

As proposed/recommended, the management will make it sure the needs at the Receiving Desk
will be supplied.

Have you discussed any concerns / resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, and we will continually discuss.

Would you be willing to send him/her again to other training/seminars/conference?

Yes ✓ No Others

If yes, please specify courses

Another workshop/training regarding Administrative

Submitted by:

REINA MIA B. CABEBE

Attendee

October 16, 2023

Noted/ Confirmed by:

MILDRED A. SUZA

Park Operations Superintendent



This is to certify that the photo shown above were taken during the mini lecture conducted by MES Chief Donna C. Tabernilla last October 2, 2023 after Monday forum at CENR Office, Taytay, Palawan.



This is to certify that the photo shown above were taken during the mini lecture conducted by MES Chief Donna C. Tabernilla last October 2, 2023 after Monday forum at CENR Office, Taytay, Palawan.



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Taytay-El Nido, Palawan

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**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 31, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/08/2023 CN23-10750

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6635 in the EDATS dated October 26, 2023 of Forest Technician I Gerald J. Namoc on the mini lecture of the CENR Officer on Cutting, Harvesting Permits, Transport of Forest Products and Forest Product Processing held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Namoc.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: OCT 31 2023 CN 4020

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



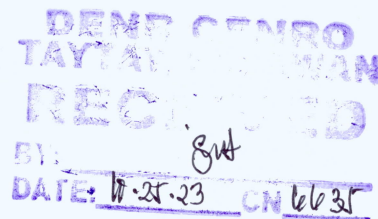
October 25, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

FROM : Forest Technician I/Utilization Unit

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED LECTURE ABOUT CUTTING, HARVESTING
PERMITS, TRANSPORT OF FOREST PRODUCTS, AND FOREST
PRODUCT PROCESSING UNDER FOREST UTILIZATION**



Respectfully submitted is the individual learning report of the undersigned on the abovementioned subject held on October 23, 2023, at CENRO Taytay Office Building Barangay Poblacion, Taytay, Palawan.

The lecture discusses cutting, harvesting permits, transport of forest products, and forest product processing under the regulation and permitting section. The core function is tasked to formulate and implement policies, and guidelines, relating to environmental management, plans, and programs pertaining to the management, conservation, development, and implementation of rules and regulations guided by requirements of law, and the use of our forests, and other natural resources.

Attached is the individual learning report.

For information and record.


GERALD J. NAMOC

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	GERALD J. NAMOC
Office/Service:	DENR-CENRO TAYTAY, PALAWAN
Lecture Title:	FOREST UTILIZATION (Cutting, Harvesting Permits, Transport of Forest Products, and Forest Product Processing)
Lecture Provider:	CENRO CONRADO M. CORPUZ
Inclusive Date:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:
Technical Content: The objective of this lecture is to provide knowledge and understanding of every employee to encourage personnel to better frontline services, specifically to those employees who lack knowledge as a Frontline Service, actions taken, basic information on management, and how to implement and manage the flow of accurate processing of documents to achieve the goal with service quality for every client.
II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION I gained knowledge on handling customers/clients properly in my work as a Forest Technician of CENRO Taytay assigned under the Regulation and Permitting Section as a Utilization Unit. Lecture is the best way to enhance competencies, and commit to taking responsibility for actions guided by requirements of law, and also how to entertain the request for every customer/client appropriately. Front liners are important in the organization to attain better public service.
III. RECOMMENDATIONS I recommend that this lecture participant have a yearly refresher course so that we are updated. I also recommend the same training to other employees of our organization.

9

IV. POST LEARNING ACTION PLAN/PROPOSAL	
Proposed Plan/Activity/Output	Time Frame
I suggest that the desktop/computer that I am handling is used in encoding matters such as a report on action taken, fieldwork, and others related to received referrals. The computer needs to be regularly updated with anti-virus software. Like Malware or “malicious software” to prevent lag or interruption due to harm and infection of the host system. All documents are important and need immediate action hence, recording and encoding are necessary. Additionally, I need some person assigned to me as my co-worker on behalf of my current position to not delay the actions needed by clients, especially during fieldwork for accurate and efficient services to the public.	
Application/referrals of documents (improvement of the client service).	

Part 2 (To be accomplished by Supervisor)

How will you support the lecture Action Plan/Proposal?

As proposed/Recommended to have a co-worker under the utilization unit to speed in action on all referrals received from him.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, and he will continually discuss _____

Would you be willing to send him/her again to other training/seminars/conferences?

Yes √ No _____ Others _____

If yes, please specify the courses

Refresher Course in line with this Lecture once a year to expand the knowledge about the new rules and regulations regarding the processing of forest utilization permits.

Submitted by:


GERALD J. NAMOC
Attendee

Noted/Confirmed by:

for: 
DAVID F. DALINO
Supervisor

October 25, 2023



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

Mobile: 0926-505-9335 TM 0912-171-3889 TNT

Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED

October 31, 2023

MEMORANDUM

BY: _____
DATE: 11/08/2023 CN 23-10748

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION
(MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND
REVIEW (OPCR)

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6675 in the EDATS dated October 27, 2023 of Green Economy Model (GEM) Data Manager (JO) Rose Mae T. Biona on the mini lecture of the CENR Officer on Manual of Authorities on Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Biona.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED
BY: _____
DATE: OCT 31 2023 CN 4038

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

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Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
by the National Highway, Poblacion, Taytay, Palawan, 5312
Mobile: 0926-505-9335 TM 0912-171-3889 ^{TNT}
cenrotaytay@denr.gov.ph

October 31, 2023

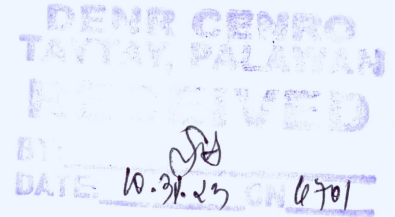
MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

THRU : The Development Management Officer

FROM : The Data Manager

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED MINI-LECTURE ON MANUAL OF AUTHORITIES:
LICENSES, PATENTS AND DEEDS.**



Respectfully submitted herewith is the Individual Learning Report of the undersigned on the abovementioned subject on October 23, 2023.

Please be informed that the undersigned attended the lecture on Manual of Authorities: Licenses, Patents and Deeds. The lecture was supervised by CENR Officer Conrado M. Corpuz, he expertly discussed the topic of the importance of environmental laws, rules and regulations and also the processes in the issuance and application of different permits and licenses for forest products (timber or non-timber) and the limit of authority of each licenses and their uses.

Attached herewith is the mentioned report.

For information and record.

ROSE ~~MAE~~ T. BIONA

INDIVIDUAL LEARNING REPORT

Part 1

Name of Participant:	ROSE MAE T. BIONA
Office/Service:	DENR-CENRO TAYTAY
Training Title:	Lecture on Manual of Authorities: Licenses, Patents and Deeds
Learning Provider:	CENR Officer
Inclusive Dates:	October 23, 2023
Venue:	DENR CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

- **Technical Content:**

The objective of this lecture to familiarize the office personnel regarding the permits and licenses issued inside and outside of the DENR's jurisdiction. This lecture aims to provide an overview of the various manual authorities used in the Philippines for licenses, patents and deeds. It explores the legal framework, application processes, and significance of these manual authorities in facilitating the acquisition and protection of rights in the country. These were the topics on the lecture: cutting/harvesting permits, transport of forest products, chainsaw, exportation/ importation of forest products and forest products processing. It covers the issuance of different licenses and permits applicable for all kinds of forest products and also the approving or issuing authority on permits.

- **Impressions/Comments:**

These kinds of lecture represents a commitments towards a sustainable management and conservation of the country's natural resources. The knowledge on approving and issuing authority of different kinds of permits outlined in this report is very essential for individuals in environmental management and protection. It is crucial to uphold and enforce these permits to achieve the broader goal of preserving the Philippine's rich natural heritage for future generations.

The lecture was brief, concise and very informative. The lecturer is well acquainted about the topics discussed, the undersigned was able to absorb the information in the presentation.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

This learning event is relevant to the undersigned as they serve to be useful as a guide in performing the responsibilities and duties to better protect the environment. Understanding the application process and significance of these manual authorities is essential for the participant in case the clients are seeking information about the laws and regulations implemented by this office, thereby safeguarding their rights and promoting a legal and transparent society.

III. RECOMMENDATIONS

The undersigned would like to respectfully recommend to have an additional lecture like the topics being discussed that will benefit the employee and will be useful in assisting other personnel in serving the clients and improving the management of this office. The personnel of this Office provided with this training should be tapped in conducting an informative campaign.

IV. POST LEARNING ACTION PLAN/PROPOSAL

In order to offer essential information and address inquiries and questions from clients, it is necessary to organize additional lectures on these topics.

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/ Proposal?

To allow the learner attend in mini and re-echo lectures in the office usually happening every Monday.

Have you discussed any concerns / resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, concerns and needs of the employees are included in the discussion every Monday in the office.

Would you be willing to send him/her again to other training/seminars/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

Refresher Course on this Lecture/Seminar and various ENR programs being discussed through mini-lecture in the office.

Submitted by:

ROSE MAE T. BIONA
Attendee

Noted/ Confirmed by:

MARIANO P. LILANG, JR.
Supervisor

October 31, 2023



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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by the National Highway, Poblacion, Taytay, Palawan 5312
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Email: cenrotaytay@denr.gov.ph

**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 31, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/01/2023 CN 23-10748

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6635 in the EDATS dated October 26, 2023 of Forester I Nikkie C. Edep on the mini lecture of the CENR Officer on Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Edep.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<div>✓ Compliant to 5S organization techniques (5S – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)</div> <div>✓ No single use plastic used</div> <div>✓ PENRO Memo Order 2023-001 dated February 21, 2023</div>			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: OCT 31 2023 CN 4027

For and in the absence of the CENR Officer pursuant to DAO 2022-09 page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
By the National Hi-way, Poblacion, Taytay, Palawan 5312
Contact No: 09121713889 (Smart) and 09265059335 (Globe)
Email Add: cenrotaytay@denr.gov.ph

October 25, 2023

MEMORANDUM

TO : The Community Environment and Natural
Resources Officer

FROM : Forester I/NGP Coordinator


SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT**

Respectfully submitting the Individual Learning Report of the undersigned on the attended lecture of CENRO Conrado M. Corpuz in the Licenses, Patents and Deeds based on the DENR-Manual of Authorities held in CENRO Taytay, Poblacion, Taytay, Palawan on October 23, 2023.

Attached is the Individual Learning report and geo tagged photos for documentations.

For information, record and further instruction.


NIKKIE C. EDEP

DENR CENRO
TAYTAY, PALAWAN
RECEIVED
BY: 
DATE: 10.25.23 CR: 6634

INDIVIDUAL LEARNING REPORT

Nikkie C. Edep

DENR-CENRO, Taytay, Palawan

Lecture on License, Patents and Deed

October 23, 2023

DENR-CENRO Taytay, Poblacion, Taytay, Palawan

I. Evaluation of the Course

A mini lecture conducted by CENRO Conrado M. Corpuz on the License, Patents and Deeds from the Manual of Authorities. It aims to capacitate and remind the personnel on the permits issued by the DENR and the approving authority. It was conducted during the regular Monday forum and attended by personnel of this office.

List of topics discussed were:

1. Cutting/harvesting permits
2. Transportation of forest products
3. Chainsaw
4. Exportation/importation of forest products
5. Forest product processing

Impressions/Comments

- This topic is very useful and informative, especially to those personnel involved in tree harvesting/cutting and transport permits.
- It gives clarification on the proper approving authority and proper documents needed.
- Some of the field officers of this office are conducting tree inventory subject for harvesting/cutting without verification of documents if it has already been received by this office, hence this is very informative.

II. Relevance of the Learning event to participants work/function.

The lecture is relevant to the participants, especially those field officers/foresters who are conducting inventory of planted tree for cutting/harvesting, inspection of forest products to be transported, verification/inspection of forest products to be exported/imported.

III. Recommendations

Conduct more training and workshops on environmental laws and procedure on filling of cases to our forest protection officers, especially those new entrance to government.

IV. Post Learning Action Plan/Proposal

Proposed Plan/Activity/Output	Time
a. Peer teaching to the NGP staffs	November 20, 2023

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/Proposal?

The proposed plan/activity of Forester I Nikkie C. Edep will be supported by this Office and ensure that the said activity be conducted and monitored.

Have you discussed any concerns/resources needed by you subordinate so that he/she can effectively/apply the skills and knowledge gained from the training?

Yes_____.

Would you be willing to send him/her again to other training/seminar/conference?

Yes ___/___ No _____ Others _____

If yes, please specify courses

Community participation/organization, Unmanned Aerial Vehicle with GIS mapping and Procedures in filling of cases.

Submitted by:

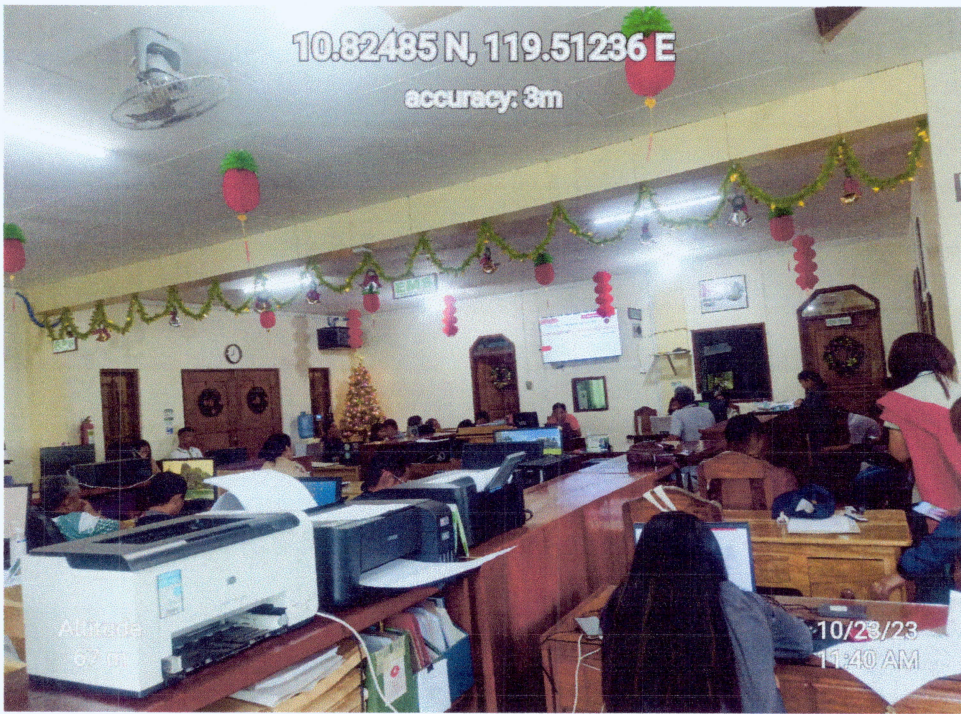

NIKKIE C. EDEP
Attendee

October 25, 2023
Date

Noted/Confirmed by:


CONRADO M. CORPUZ
Supervisor

PHOTO DOCUMENTATION



P



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Taytay-El Nido, Palawan
by the National Highway, Poblacion, Taytay, Palawan 5312
Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 31, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/08/2023 CN 23-10748

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6702 in the EDATS dated October 31, 2023 of Project Support Staff (JO) Emmie A. Velarde on the mini lecture of the CENR Officer on Procedure and Scope of the Issuance of Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Velarde.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (5S – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**
BY: [Signature]
DATE: OCT 31 2023 C. 4037

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph

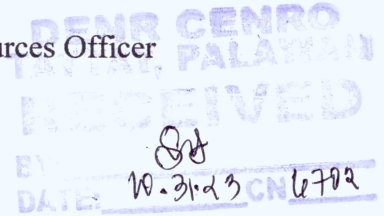


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Email: cenrotaytay@denr.gov.ph

October 31, 2023

MEMORANDUM

FOR : The Community Environment and Natural Resources Officer
THRU : The Development Management Officer
FROM : Project Support Officer
SUBJECT : **PROCEDURE AND SCOPE OF THE ISSUANCE OF LICENSES, PATENTS AND DEEDS**



Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 23, 2023.

The lecture was facilitated by the head of the CENRO Taytay, Palawan in the person of Conrado M. Corpuz, Community Environment and Natural Resources Officer. The topic discusses entitled the procedure and scope of the issuance of licenses, patents and deeds in which it was briefly explained the relevant provisions, rules and processes in the issuance and application of different permits for forest resources. Thereafter, he discussed the limit of authority of each licenses and their specific uses.

Attached are the mentioned report.

For information, review and further instruction.


EMMIE A. VELARDE



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	EMMIE A. VELARDE
Office/Service:	DENR CENRO TAYTAY
Training Title:	CONDUCT OF LECTURE ON THE PROCEDURE AND SCOPE OF THE ISSUANCE OF LICENSES, PATENTS AND DEEDS
Learning Provider:	CENRO – CONRADO M. CORPUZ
Inclusive Dates:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

• Technical Content:

I. Discussions on the Permits and licenses processed by the CENRO office, its procedure and scope:

Issuance of Rattan Cutting Contract/License how to negotiated Contracts and about Renewal. The EO 23 (banned on cutting of trees within natural and residual forests), but some activities are allowed like Indigenous People's Rituals, Energy projects (Transmission lines) and construction of roads. Cutting Permits covered by a Tenurial Instruments (ex. CBFM). Issuance of cutting permit for trees posing danger to human lives (limit of authority: within public places). Cutting permits for government projects. Issuance of cuttings permits for Indigenous People's tradition and practices. Issuance of cuttings permits for forest products (timber and Non - timber). Ex. Almaciga and Nipa cutting. Issuance of cuttings permits for trees within titled or private lands and Issuance of special private land timber.

• Impression/Comment

I am grateful for the new knowledge that I acquired during this discussion because it helped me to deeply understand the laws pertaining to forest products especially the specific uses and provision of each permits. This topic recognized the Sustainable Traditional Indigenous Forest Management Systems and Practices.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANTS WORK/FUNCTION:

The relevant of the learning event to my function is, a. it provides knowledge that can be used whenever there is a clients who inquired on the permits b. the acquired knowledge can be used as well whenever we are in the field specially that we are conducting the CSC evaluation.



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Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

III. RECOMMENDATIONS:

The undersigned recommends that the mini-lecture should be continuously done to enhance our knowledge and understanding on Office policies and guidelines that can be used in our job as a contract employee of this Office.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

I will allocate a time for reading, searching and attend mini-lecture relevant to policies and guidelines of the Office

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/Proposal?

Reading materials will be provided and mini-lecture on ENR policies shall be conducted one a month.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes

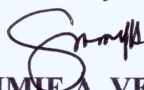
Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

All about ENR policies, rules and regulations.

Submitted by:


EMMIE A. VELARDE
Attendee

October 31, 2023
Date

NOTED/Confirmed by:


MARIANO P. BILANG, JR.
Supervisor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
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**DENR PENRO
PALAWAN RECORDS
RECEIVED**

November 3, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/03/2023 CN 23-10748

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6712 in the EDATS dated today of Acting Property Custodian/Administrative Aide VI Norie D. Pineda on the mini lecture of the CENR Officer on Procedure and Scope of the Issuance of Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 0 Female = 01 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Pineda.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: NOV 03 2023 CN 4041

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



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Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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Email: cenrotaytay@denr.gov.ph

November 3, 2023

MEMORANDUM

FOR : The Community Environment and Natural Resources Officer

FROM : The Administrative Aide VI

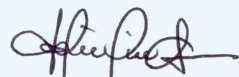
SUBJECT : **INDIVIDUAL LEARNING REPORT ON THE ATTENDED DISCUSSION REGARDING MANUAL OF AUTHORITIES – LICENSES, PATENTS AND DEEDS DATED OCTOBER 23, 2023 DURING MONDAY FORUM OF THIS OFFICE**

During the forum held on Monday, October 23, 2023, CENR Officer Conrado M. Corpuz discussed the Manual of Authorities - Licenses, Patents, and Deeds. It aimed to enhance the employees' understanding and awareness of the manual to improve the quality of service provided to clients.

For the office's learning and development intervention, I am submitting my Individual Learning Report on the aforementioned topic.

This report serves as a means of verification of the target under Implementation of Good Governance Conditions.

For information and record.


NORIE D. PINEDA



INDIVIDUAL LEARNING REPORT

Name of Participant:	NORIE D. PINEDA
Office/Service:	DENR-CENRO TAYTAY
Training Title:	MANUAL OF AUTHORITIES- LICENSES, PATENTS AND DEEDS
Learning Providers:	CENRO CONRADO M. CORPUZ
Inclusive Dates:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

- Technical Content:**

The discussion focused on educating DENR employees on the approval and issuance of cutting/harvesting permits, transport of forest products, chainsaw use, and forest product processing, as well as the limits of their authority.

- Impressions/Comments:**

Employees' knowledge and awareness of the law are crucial to delivering quality service. The effectiveness of the activity, could be concluded that it has helped to enhance the knowledge and awareness of employees about the law. It will ultimately lead to the delivery of better quality service to clients. The efforts to organize and conduct such activities are highly appreciated, as well as the speaker who delivered the topic.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

Working as an Administrative Aide VI in this office has equipped me with the necessary knowledge to provide high-quality public service. Additionally, it has helped me gain a better understanding of the various permits that this office issues. I find this activity extremely helpful and informative.

III. RECOMMENDATIONS

It is essential to provide additional training to all employees on the laws and policies of the department to increase their awareness and knowledge. It will enable us to perform the duties more effectively while adhering to the relevant regulations.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
1. I act as Property Custodian of the office but I would also be thankful to take part in the activities of Regulation and Permitting Section	1 st quarter of 2024 onwards



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

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Email: cenrotaytay@denr.gov.ph

Part 2 (To be accomplished by Supervisor)

How will you support the post-Learning Action Plan/ Proposal?

To give the learner the opportunity to ^{also} perform activities in permitting unit beginning the first quarter of 2024.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, sir. She is advised to follow up her learnings with reviewing the manual of Authorities for Regulation and permitting concerns, especially the familiarization of requirements to the various permitting process.

Would you be willing to send him/her again to other training/seminars/conferences?


Yes ☒ No ☐ Others ☐

If yes, please specify the courses

In the meantime, in all ENR laws and regulations being discussed to the Office during mini-lecture segments of Monday Forum.

Submitted by:

Noted/ Confirmed by:


NORIE D. PINEDA
Attendee


MARIANO P. LILANG, JR.
DMO IV

November 3, 2023
Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
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Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

**DENR PENRO
PALAWAN RECORDS
RECEIVED**

October 31, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/08/2023 CN 23-10749

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6642 in the EDATS dated October 26, 2023 of Forest Technician I Mary Ann D. Bulacan on the mini lecture of the CENR Officer on Manual of Authorities –Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Bulacan.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

**DENR CENRO
TAYTAY, PALAWAN
RELEASED**

BY: [Signature]
DATE: OCT 31 2023 CN 4025

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. CHANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



DENR CENRO,
TAYTAY, PALAWAN
RECEIVED
BY: *[Signature]*
DATE: 10-24-23 *[Signature]*

INDIVIDUAL LEARNING REPORT

Name of Participant:	MARY ANN D. BULACAN
Office/Service:	DENR-CENRO TAYTAY
Training Title:	MANUAL OF AUTHORITIES- LICENSES, PATENTS AND DEEDS
Learning Providers:	CENRO CONRADO M. CORPUZ
Inclusive Dates:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

- Technical Content:

The activity was conducted to raise the level of knowledge of DENR employees on Cutting/Harvesting Permits, Transport of Forest Products, Chainsaw, Exportation/Importation of Forest Products and Forest Product Processing. Further, the limits of authority and approving/issuing authority were also discussed during the activity.

- Impressions/Comments:

Assessing the effectiveness of this activity, it contributes in enhancing and raising the knowledge/ awareness of employees about the law in order to deliver a good quality of service to the clients. The effort to conduct this kind of activity and the effort of the speaker is highly appreciated.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

Being a Forest Technician I of this Office, this kind of activity is very helpful and informative as I can use in my actual duties to provide a good quality of service as a Public Servant. It also helps me to gain more knowledge on different permits issued by the DENR.

III. RECOMMENDATIONS

The learnings gained in this activity are very beneficial in order to provide a quality service to the clients. Hence, it is recommended that every employee of the Department should be given an opportunity to attend this kind of activity to enhance more their knowledge of the said laws.



IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
1. As SCDO, keeping track of all the requested permits of the clients for the issuance of Official Receipts and Order of Payment.	November 2023 onwards

Part 2 (To be accomplished by Supervisor)

How will you support the post-Learning Action Plan/ Proposal?

To ensure that the electronic Data Tracking System (EDATS) is working

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes. The management sees to it that the needs of its personnel are provided.


Would you be willing to send him/her again to other training/seminars/conferences?

Yes ☒ No ☐ Others ☐

If yes, please specify the courses

for now, in mini and re-echo lectures in the office on various ENR policies.

Submitted by:


MARY ANN D. BULACAN
Attendee

Noted/ Confirmed by:


CONRADO M. CORPUZ
CENRO

October 26, 2023
Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

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DENR PENRO
PALAWAN RECORDS
RECEIVED

October 31, 2023

MEMORANDUM

BY: [Signature]
DATE: 11/08/2023 CN 23-10749

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report, equivalent to CN 6675 in the EDATS dated October 27, 2023 of GIS Specialist (JO) Hianz S. Caridad on the mini lecture of the CENR Officer on Procedure and Scope of the Issuance of Licenses, Patents, and Deeds held last October 23, 2023 (Monday) at the CENR Office, Taytay, Palawan.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant Caridad.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memo Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED
BY: [Signature]
DATE: OCT 31 2023 CN 4024

For and in the absence of the CENR Officer pursuant to DAO 2022-09, page 3:

MARIANO P. LILANG, JR.
Development Management Officer IV
In-charge, Office of the CENRO

Copy furnished: hrds.r4b@denr.gov.ph



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

October 27, 2020

MEMORANDUM

FOR : The Community Environment and Natural Resources Officer
THRU : The Development Management Officer IV
FROM : GIS Specialist
SUBJECT : **PROCEDURE AND SCOPE OF THE ISSUANCE OF LICENSES,
PATENTS AND DEEDS**

DENR CENRO
TAYTAY, PALAWAN
RECEIVED
BY *SA*
DATE *10-27-23* *6475*

Respectfully submitted is the Individual Learning Report of the undersigned on the abovementioned subject on October 23, 2023.

The lecture was facilitated by the head of the CENRO Taytay, Palawan in the person of Conrado M. Corpuz, Community Environment and Natural Resources Officer. The topic discusses entitled the procedure and scope of the issuance of licenses, patents and deeds in which it was briefly explained the relevant provisions, rules and processes in the issuance and application of different permits for forest resources. Thereafter, he discussed the limit of authority of each licenses and their specific uses.

Attached are the mentioned report.

For information, review and further instruction.


HIANZ S. CARIDAD



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	HIANZ S. CARIDAD
Office/Service:	CDS-GEM
Training Title:	CONDUCT OF LECTURE ON THE PROCEDURE AND SCOPE OF THE ISSUANCE OF LICENSES, PATENTS AND DEEDS
Learning Provider:	CENRO – CONRADO M. CORPUZ
Inclusive Dates:	OCTOBER 23, 2023
Venue:	CENRO TAYTAY OFFICE

I. EVALUATION OF THE COURSE:

a. Technical Content:

I. Discussions on the Permits and licenses processed by the CENRO office, its procedure and scope:

1. Issuance of cutting permits (include both classified and unclassified public forests but exempted on naturally grown trees) such as for rattan harvesting and surface mining.
2. EO 23 (banned on cutting of trees within natural and residual forests), but some activities are allowed like Indigenous People's Rituals, Energy projects (Transmission lines) and construction of roads.
3. Cutting Permits covered by a Tenurial Instruments (ex. CBFM).
4. Issuance of cutting permit for trees posing danger to human lives (limit of authority: within public places).
5. Cutting permits for government projects.
6. Issuance of cuttings permits for Indigenous People's tradition and practices.
7. Issuance of cuttings permits for forest products (timber and Non - timber). Ex. Almaciga and Nipa cutting.
8. Issuance of cuttings permits for trees within titled or private lands.
9. Issuance of private tree plantation registration.
10. Issuance of certificate of Timber and lumber making.
11. Issuance of certificate of origin for forest products (wildlife not included).
12. Issuance of certificate of transshipment.
13. Issuance of charcoal permit (provided that it is inside the titled land).
14. Issuance of transport certificate (has a specific land jurisdiction).
15. Issuance of import authority.



- **Impression/Comment**

As a new employee of this office, I am grateful for the new knowledge that I acquired during this discussion because this helped me to deeply understand the laws pertaining to forest products especially the specific uses and provision of each permits. Even though I am already familiar with it because I read this services many times but it is still different when the one explaining it is a professional or the one that has firsthand experience on it because he can make a series of paragraphs into a one sentence or simply he can make it simple but efficient.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANTS WORK/FUNCTION:

It is relevant to me because as a GIS specialist and fellow employee that take miscellaneous works it help me too efficiently to my job such as reducing unnecessary mistakes on accomplishing a task.

III. RECOMMENDATIONS:

I hope that there will always be a learning event like this because as a new employee, it is a source of my foundation in facing the world of civil service.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/output/Time Frame

Conduct of information dissemination on the clients of CENRO Taytay, Palawan and for the CEPA participants of the GEM IEC team.



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/Proposal?

yes, to let him join in IEC works of the Office and give him a segment to discuss or engage him in interaction.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes, and will further deal with him.

Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

At the moment, in mini-lectures in the Office.

Submitted by:

[Signature]
HIANZ S. CARIDAD
GIS Specialist

October 27, 2023
Date

NOTED/Confirmed by:

[Signature]
CONRADO M. CORPUZ
CENRO



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Taytay-El Nido, Palawan

by the National Highway, Poblacion, Taytay, Palawan 5312

Mobile: 0926-505-9335 TM 0912-171-3889 TNT

Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED

October 24, 2023

MEMORANDUM

BY: [Signature]
DATE: 10/27/2023 13:10/64

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report of Park Maintenance Foreman Jenuel P. Casel with the covering memorandum submission of Protected Area Superintendent Mildred A. Suza (CN 6505 in the eDATS) on mini-lecture for Corals Rehabilitation Training introduced by the ENMRPA Protected Area Management Office on September 28 and 29, 2023 at PAMO Conference Room and Natnat coral reef area. The activity is in compliance to the instruction of the Regional Executive Director.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant from this Office, APASu Casel.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<ul style="list-style-type: none">✓ Compliant to 5S organization techniques (SORT – keep only necessary items, SET IN ORDER – arrange items to promote efficient workflow, SHINE – clean the work area so it is neat and tidy, STANDARDIZE – set standards for a consistently organized workplace, and SUSTAIN – maintain and review standard)✓ No single use plastic used✓ PENRO Memorandum Order 2023-001 dated February 21, 2023			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: [Signature]
DATE: OCT 25 2023 3953

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Community Environment and Natural Resources Office
EL NIDO MANAGED RESOURCE PROTECTED AREA
Calle Real, Bgy. Masagana, El Nido, Palawan 5313
Contact No: Landline No: 048-716-0674
Email: entmrpa@gmail.com

OCT 19 2023

MEMORANDUM

FOR : The Community Environment and Natural Resources Officer
Taytay, Palawan

FROM : The Protected Area Superintendent
El Nido Managed Resource Protected Area

SUBJECT : **INDIVIDUAL LEARNING REPORT OF MR. JENUEL P. CASEL, APASU/PARK MAINTENANCE FOREMAN DATED OCTOBER 9, 2023**

**DENR CENRO
TAYTAY, PALAWAN
RECEIVED**
BY:
DATE: 10-20-23 CN: 65N

Respectfully submitted is the Individual Learning Report of Mr. Jenuel P. Casel, APASu/Park Maintenance Foreman, pertaining to the attended Coral Rehabilitation Training for staff and partners of El Nido Managed Resource Protected Area (ENMRPA).

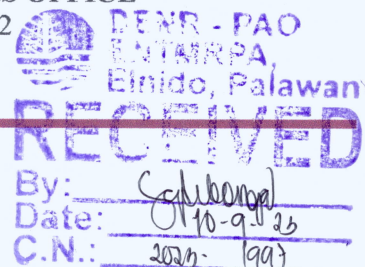
Please be informed that the ENMRPA personnel together with Malampaya Foundation Inc. (MFI), El Nido Divers Association, El Nido Pump Boat Operation and MENRO attended the above-mentioned training held at PAMO conference room last September 28-29, 2023.

This training is part of the activities under Integrated Protected Area Fund (IPAF) to capacitate PAMO staff & partners in coral rehabilitation theories and practices.

For information and record.

**DENR - PAO
ENTMRPA,
El Nido, Palawan**
RELEASED
By:
Date: 10-19-23
C.N.: 01003

MILDRED A. SUZA
&



INDIVIDUAL LEARNING REPORT

Name of Participant:	JENUEL P. CASEL
Office/Service:	ENMRPA-PAMO
Training Title:	CORAL REHABILITATION TRAINING OF ENMRPA
Learning Providers:	PAMO-ENMRPA
Inclusive Dates:	SEPTEMBER 28-29, 2023
Venue:	PAMO CONFERENCE RM/NATNAT CORAL REEF AREA

I. EVALUATION OF THE COURSE:

• **Technical Content:**

The ENMRPA has 60% marine area with coral reefs that support a wide range of marine life. Destructive practices, pollution, climate change led to coral reef degradation. To restore coral reef, it is essential to train individual with the knowledge and skills in rehabilitation projects. And equipped personnel with the expertise to identify, assess and restore damaged coral reef using proven techniques and practices.

• **Impressions/Comments:**

The training was very informative and it was concisely explained by the speaker.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

- In conservation, protection and management of PA
- To be knowledgeable identify and assess the various stressors and threats to coral reefs

III. RECOMMENDATIONS

The training is descriptive and it should be given to other staff/personnel and partners.



IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
Re-echoing the coral rehabilitation program to other staff/personnel and other stakeholders (MFI; El Nido Divers Association; El Nido Pump boat Operators; MENRO)	During staff meeting; During Association/Office meeting

Part 2 (To be accomplished by Supervisor)

How will you support the post-Learning Action Plan/ Proposal?

Will coordinate to the stakeholder for the presentation of the conducted training.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes

Would you be willing to send him/her again to other training/seminars/conferences?

Yes ___/___ No _____ Others _____

If yes, please specify the courses

Any training/seminar related to PA Management.

Submitted by:

JENUEL P. CASEL

Attendee

Noted/ Confirmed by:

MILDRED A. SUZA

Park Operations Superintendent

October 9, 2023

Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Taytay-El Nido, Palawan
by the National Highway, Poblacion, Taytay, Palawan 5312
Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED

October 24, 2023

BY: [Signature]
DATE: 10/27/2023 CN 23-10460

MEMORANDUM

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report of Clerk I April Rose G. Cantojos (CN 6540 in the eDATS) on Wildlife Resources Conservation and Protection Act (RA 9147) and the Chainsaw Act introduced by the Enforcement and Monitoring Section of this Office on October 9, 2023 at this Office (CENR Office). The activity is in compliance to the instruction of the Regional Executive Director.			
Gender and Development (GaD) Data	Male = 0 Female = 1 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant from this Office, Cantojos.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<div><div>✓</div> Compliant to 5S organization techniques (Sort – keep only necessary items, Set in Order – arrange items to promote efficient workflow, Shine – clean the work area so it is neat and tidy, Standardize – set standards for a consistently organized workplace, and Sustain – maintain and review standard)</div> <div><div>✓</div> No single use plastic used</div> <div><div>✓</div> PENRO Memorandum Order 2023-001 dated February 21, 2023</div>			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED

BY: [Signature]
DATE: OCT 25 2023 CN 3956

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

By the National Highway, Poblacion, Taytay, Palawan 5312

Mobile: 0926-505-9335 TM 0912-171-3889 TNT

Email: cenrotaytay@denr.gov.ph

October 18, 2023

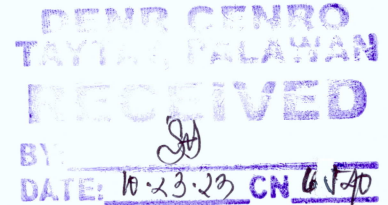
MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

THRU : The Park Operations Superintendent
El Nido Managed Resource Protected Area

FROM : The Clerk I

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED LECTURE ON RA 9147 "WILDLIFE RESOURCES
CONSERVATION AND PROTECTION ACT OR WILDLIFE
ACT" AND RA 9175 "CHAINSAW ACT OF 2002"**



Respectfully submitted herewith is the Individual Learning Report of the undersigned on the abovementioned subject on October 9, 2023.

Please be informed that the undersigned attended a lecture on RA 9147 "Wildlife Resources Conservation and Protection Act or Wildlife Act" and RA 9175 "Chainsaw Act of 2002". Administrative Aide VI Cañette O. Dela Rosa of the Monitoring and Enforcement Section (MES) briefly explained and discussed the topic of the importance of environmental laws, rules, and regulations and also the prohibitions, punishments, and fines of the abovementioned subject.

Attached herewith is the mentioned report.

For information and record.


APRIL ROSE G. CANTONJOS

INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	APRIL ROSE G. CANTONJOS
Office/Service:	DENR-CENRO Taytay
Training Title:	Lecture on Republic Act 9147 also known as “Wildlife Resources Conservation and Protection Act or Wildlife Act” and Republic Act 9175 also known as “Chainsaw Act of 2002”
Learning Providers:	Monitoring and Enforcement Section of CENRO Taytay
Inclusive Dates:	October 9, 2023
Venue:	CENRO Taytay Office

I. EVALUATION OF THE COURSE:

- **Technical Content:**

The presentation of RA 9147 contains the definition of the Wildlife Act, the purpose of the Wildlife Act, what the Wildlife Act covers, prominent features of the Wildlife Act, punishment for violation of RA 9147, and the government agency that implements the Wildlife Act in Palawan while the Chainsaw Act tackles prohibited activities, penalties and fines, registration of chainsaws or Certificate of Registration (COR), samples required for permits, PCSD administrative order no. 07, as amended, and prohibited activities, penalties, and fines under PCSD sec. 7, AO 7.

The facilitator explains the objectives of the topics discussed during the lecture or re-echo.

- **Impression/Comments:**

The discussion on the Wildlife Act and Chainsaw Act was very helpful for me to improve my knowledge and understanding and will guide me as a public servant in giving basic information to the people who do not know the importance of the laws implemented by the government.

The facilitator was able to engage the attendees by having a question and answer during the lecture.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The lecture or re-echo was relevant to me as an employee, it was very useful in gaining additional knowledge and learning about the implementation of environmental laws, rules, and regulations.

III. RECOMMENDATIONS:

The undersigned would like to respectfully recommend additional training, seminars/workshops such as the topics discussed that will benefit the employees and will be useful in assisting and improving the management of the Office. The personnel of this Office provided with this lecture should be tapped to conduct an informative campaign.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
To help provide basic information, especially to clients who have a question on one of these topics.	

Part 2 (To be prepared by the Supervisor)**How will you support the post Learning Action/Proposal?**

I will support the Proposal of Clerk I April Rose G. Cantonjos by ensuring that the proposed activity will be conducted, monitored, and supervised by the undersigned.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes.

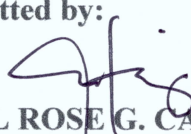
Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐


If yes, please specify courses.

Refresher Course on this Seminar/Workshop after a year.

Submitted by:


APRIL ROSE G. CANTONJOS
Clerk I
Attendee

Noted/Confirmed by:


MILDRED A. SUZA
Park Operations Superintendent
Supervisor

October 18, 2023

Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Taytay-El Nido, Palawan
by the National Highway, Poblacion, Taytay, Palawan 5312
Mobile: 0926-505-9335 TM 0912-171-3889 TNT
Email: cenrotaytay@denr.gov.ph

DENR PENRO
PALAWAN RECORDS
RECEIVED
BY: [Signature]
DATE: 10/27/2023 IN 22-10460

October 24, 2023

MEMORANDUM

FOR : The Provincial Environment and Natural Resources Officer-Palawan

FROM : The Community Environment and Natural Resources Officer

SUBJECT : **ACCOMPLISHMENT REPORT/MEANS OF VERIFICATION (MoV) UNDER OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

Activity	Learning and Development Intervention			
Performance Indicator	Individual Learning Report submitted			
Frequency of Submission	ANA			
Current Submission	Individual learning report of Forest Technician II Bienvenido F. Veguilla III (CN 6395 in the eDATS) on Wildlife Resources Conservation and Protection Act (RA 9147) and the Chainsaw Act introduced by the Enforcement and Monitoring Section of this Office on October 9, 2023 at this Office (CENR Office). The activity is in compliance to the instruction of the Regional Executive Director.			
Gender and Development (GaD) Data	Male = 1 Female = 0 LGBTQCIA+ = 0 Prefer not to say = 0 This only pertains to herein participant from this Office, Veguilla III.			
Age Grouping	60 and above	18-59	17 and below	TOTAL
	0	1	0	1
Environmental Management System (EMS) Compliance	<div><div>✓</div> Compliant to 5S organization techniques (Sort – keep only necessary items, Set in Order – arrange items to promote efficient workflow, Shine – clean the work area so it is neat and tidy, Standardize – set standards for a consistently organized workplace, and Sustain – maintain and review standard)</div> <div><div>✓</div> No single use plastic used</div> <div><div>✓</div> PENRO Memorandum Order 2023-001 dated February 21, 2023</div>			

This is our **Means of Verification (MoV)** on the activity. Please confirm your receipt hereof. Thank you.

DENR CENRO
TAYTAY, PALAWAN
RELEASED
BY: [Signature]
DATE: OCT 25 2023 CN 3954

CONRADO M. CORPUZ



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
5312 Taytay, Palawan
Email Address: cenrotaytaypal@yahoo.com.ph

October 16, 2023

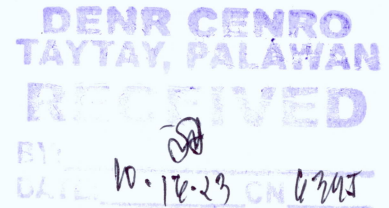
MEMORANDUM

FOR : The Community Environment and Natural Resources Officer

THRU : Chief, Monitoring and Enforcement Section

FROM : Forest Technician-II

SUBJECT : SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE ATTENDED MINI-LECTURE ON RA 9147 "WILDLIFE RESOURCES CONSERVATION AND PROTECTION ACT" AND RA 9175 "CHAINSAW ACT OF 2002"



Respectfully submitted herewith is the Individual Learning Report of the undersigned on the above mentioned subject on October 9, 2023.

Please be informed that the undersigned attended mini-lecture/re-echo on RA 9147 "also known as Wildlife Resources Conservation and Protection Act" and RA 9175 "also known as Chainsaw Act of 2002". Administrative Admin Aid VI Canette O. Dela Rosa of Monitoring and Enforcement Section (MES) discussed the importance of Environmental laws, rules and regulation and also the penalties and fines of the above mention subject to guide the employee most especially the enforcement personnel to become competent.

Attached herewith is the mentioned report.

For information, record and further instruction.


BIENVENIDO F. VEGUILLA III



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	Bienvenido F. Veguilla III
Office/Service:	DENR CENRO Taytay
Training Title:	Lecture for DENR CENRO Taytay personnel on Environmental laws (RA 9147 also known as “Wildlife Resources Conservation and Protection Act” and RA 9175 also known as “Chainsaw Act of 2002”).
Learning Providers:	CENRO Taytay Monitoring and Enforcement Section (MES)
Inclusive Dates:	October 9, 2023
Venue:	CENRO Taytay Office

I. EVALUATION OF THE COURSE:

- **Technical Content:**

Lecture is an effective way for the DENR employee especially to the environmental law enforcement personnel to enhance and level up our knowledge on the implementation of environmental laws, rules and regulation.

Administrative Admin Aid VI Canette O. Dela Rosa of Monitoring and Enforcement Section (MES) conducted a mini-lecture/re-echo on RA 9147 and Chainsaw Act which were discussed in Refresher Course for Deputy Environment and Natural Resources Officer last September 14-15, 2023 at Conference Room of CENRO Taytay, Palawan.

- **Impression/Comments:**

The lecture gave me an additional knowledge and guidance to improve my ability in performing my duties and responsibilities as an environmental law enforcer.

I have learned legal procedure on purchasing and transporting of chainsaw, and also the penalties and fines in violation of RA 9175 or “chainsaw act of 2002”.

I have learned rules and regulation on RA 9147 or “Wildlife Resources Conservation and Protection Act” and the penalties and fines in violation of the said Act.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT’S WORK/FUNCTION:

As an environmental law enforcer the knowledge I have gained from the lecture was very much useful and effective as a guide in performing my duties and responsibilities to protect our environment.

II. RECOMMENDATIONS:

I recommend to share the knowledge I gained from the mini-lecture to the members of FPMS-II.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
Re-echo on lecture attended to the members of Forest Product Monitoring Stations-II (FPMS-II).	December 2023

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

The attendee will share and discuss the RA 9147 and chainsaw Act to his member in FPMS-II. It should be in Tagalog version.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes. Discussion of concerns are regularly discussed and when need arises.

Would you be willing to send him/her again to other training/seminar/conference?

Yes ☐ / ___ No ☐ Others ☐

If yes, please specify courses.

More ENR Laws.

Submitted by:

BIENVENIDO F. VEGUILLA III

Attendee

October 16, 2023

Date

Noted/Confirmed by:

CONRADO M. CORPUZ

Supervisor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Barangay Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

October 23, 2023

MEMORANDUM

FOR : The Provincial Environment and
Natural Resources Officer
Puerto Princesa City

FROM : The Community Environment and
Natural Resources Officer
Quezon, Palawan

SUBJECT : **POST TRAVEL REPORT ON THE ATTENDED LEARNING
ACTIVITY**

**DENR PENRO
PALAWAN RECORDS
RECEIVED**
BY:
DATE: 10/31/2023 CN 23-10508

Please find attached post travel report of the attended learning activity of the two representatives of CENRO Quezon, Palawan as observers of the Internal Quality Audit conducted by QMS Teams from Central Office and Regional Office, Manila held at Brooke's Point Palawan and PENRO Puerto Princesa City dated October 16-18, 2023.

For his information and record.



RENATO S. GONZAGA
18



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 0917-160-4920
Email: cenroquezon@denr.gov.ph

October 23, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

FROM : The SrEMS/Acting DMO-IV/Deputy QMR

SUBJECT : **POST TRAVEL REPORT ON QMS MONITORING AND
TECHNICAL GUIDANCE LEARNING ACTIVITY FOR
FIELD QMS TEAMS IN PREPARATION FOR THE ANNUAL
INTERNAL QUALITY AUDIT AND SURVEILLANCE AUDIT
ON OCTOBER 16-18, 2023**

In compliance with CENRO Memorandum dated October 11, 2023, submitted is the observation report on the attended QMS Monitoring & Technical Guidance Learning Activity held on October 16-18, 2023 at CENRO Brooke's Point and PENRO Palawan.

For his information and record.

MA. TERESA V. AYSON



INDIVIDUAL LEARNING REPORT

Part I (To be prepared by the participant)

Name of Participant:	Ma. Teresa V. Ayson
Office/Service:	CENRO Quezon, Palawan
Training Title:	QMS Monitoring and Technical Guidance Learning Activity for field QMS Teams in preparation for the Annual Quality Audit and Surveillance Audit Team
Learning Providers:	DENR- QMS Team from Central Office and Regional Office
Inclusive Dates:	October 16-18, 2023
Venue:	CENRO Brooke’s Point and PENRO, PPC

1. EVALUATION OF THE COURSE:	
Technical Content:	
The objectives of the QMS Teams from Central Office and Regional Office is to assist the extent of the preparedness for the QMS External Audit in the province of Palawan as well as to checked the audit findings report of the selected CENRO.	
<ul style="list-style-type: none">Impression/Comments: Since I am new in the context of QMS, QMS Monitoring and Technical Guidance Learning Activity serves as a channel to learn and comprehend the various processes specially the different clauses and on how to prepare the ROAAP. Although, the two days technical guidance learning activity is not enough to fully understand all the process, a few of my observation must be shared to my co-workers in CENRO Quezon, Palawan for them to make everyone aware on how important the QMS for our daily jobs and actions. The skilled and expertise of the QMS teams are immiscible.	
II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT’S WORK/ FUNCTION: The observation for the QMS Monitoring and Technical Guidance Learning Activity is relevant to my work being designated as Deputy QMR.	
III. RECOMMENDATIONS: It is strongly recommended that all CENRO process owners and QMS core team should be sent in the up-coming training for the ROAAP preparation.	
IV. POST LEARNING ACTION PLAN/PROPOSAL:	
Proposed Plan/Activity/Output	Time Frame
Re-echo - during Monday forum	October, 2023

Part 2 (To be prepared by the SUPERVISOR)

How will you support the post learning Action/Proposal?

Being QMR of CENRO Quezon, Palawan the proposed re-echo of the subject personnel with regard to the knowledge earned from the learning activity is strongly supported.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes

Would you be willing to send him/her again to other training/seminar/conference?

Yes / No Others

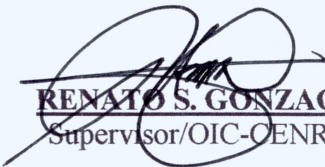
If yes, please specify courses.

Related topics on Quality Management System

Submitted by:

Noted/Confirmed by:

MA. TERESA V. AYSON
Attendee


RENATO S. GONZAGA
Supervisor/OIC-CENRO

October 23, 2023
Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 0917-160-4920
Email: cenroquezon@denr.gov.ph

October 24, 2023

MEMORANDUM

FOR : The Community Environment and
Natural Resources Officer

FROM : The Credit Officer I/QMS Auditor Member

SUBJECT : **POST TRAVEL REPORT ON QMS MONITORING AND
TECHNICAL GUIDANCE LEARNING ACTIVITY FOR
FIELD QMS TEAMS IN PREPARATION FOR THE ANNUAL
INTERNAL QUALITY AUDIT AND SURVEILLANCE AUDIT
ON OCTOBER 16-18, 2023**



In compliance with CENRO Memorandum dated October 11, 2023, submitted is the Individual Learning Report on the attended QMS Monitoring and Technical Guidance Learning activity for Field QMS Teams in Preparation for the Annual Internal Quality Audit and Surveillance Audit conducted on October 16-18, 2023 at CENRO Brooke's Point & PENRO Palawan.

Please see attached the Individual Learning Report.

For his information and record.


MARIVIC M. CARIO



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 0917-160-4920
Email: cenroquezon@denr.gov.ph

INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	MARIVIC M. CARIO
Office/Service:	CENRO Quezon, Palawan/PSU
Training Title:	QMS Monitoring and Technical Guidance Learning Activity for Field QMS Teams in Preparation for the Annual Internal Quality Audit and Surveillance Audit
Learning Providers:	Central and Regional Office QMS Team
Inclusive Dates:	October 16-18, 2023
Venue:	DENR-CENRO Brooke's Point & PENRO Palawan

I. EVALUTAION OF THE COURSE

• Technical Content:

OBJECTIVE OF THE LEARNING ACTIVITY:

The QMS Monitoring and Technical Guidance Learning Activity generally aims to prepare the QMS Team Members as well as the head of offices of DENR MIMAROPA for the Annual Internal Quality Audit (IQA) and the Surveillance Audit. Specifically, the participant, at the end of the learning event are expected to:

- Be able to explain to their peers/colleagues/co-workers and superior the key concepts, principles, and requirements of ISO 9001:2015 QMS;
- Identify the core and support process of their respective office;
- Review and update the respective ROAAPS of identified core and support processes;
- Come up with measures and strategies for continual improvement preparatory activities for the surveillance audit; and
- For the internal auditors and understudies, review/gain knowledge and understanding of internal audit process based of ISO 9001:2015, and assist their respective office to achieve full compliance.

• Impressions/Comments:

The conducted QMS Monitoring and Technical Guidance Learning Activity is very important and interesting to everyone. Through this learning activity we gained additional knowledge regarding ISO 9001:2015.

The Resources Speaker is very approachable, they discussed/explained ISO 9001:2015 clauses very clear and interesting.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION

Conducted QMS Monitoring and Technical Guidance Learning Activity for Field QMS Teams in Preparation for the Annual Internal Audit and Surveillance Audit if very important and necessary to the Government employee to become effective and Efficient in their function and duties.

During Learning Activity, the Speakers give some suggestions and reminders:

1. As DENR Employee we need to familiarized the following:
 - a. ISO 9001:2015, the 7 clauses that auditable:
 1. Clause # 4. Context of the Organization
 2. Clauses # 5. Leadership
 3. Clauses # 6 Planning
 4. Causes # 7 Support
 5. Clause # 8 Operation
 6. Clause # 9 Performance Evaluation
 7. Clause # 10 Improvement
 - b. DENR Quality Policy
 - c. EO 192, S 1987 DENR Mandate, Vision and Mission
 - d. Office Processes, Policies and
 - e. Always update ROAAP.

III. RECOMMENDATIONS

To familiarized the ISO 9001:2015, the undersigned recommended to have another Learning Activity on Quality Management System requirement and preparation of ROAAP. As Internal Auditor Member, this learning activity is a big opportunity to gain knowledge, improved ability and do our part effectively and efficiently.

IV. POST LEARNING ACTION PLAN/PROPOSAL

Proposed Plan/Activity/Output	Time Frame
Re-echo during Monday Forum	Oct. 2023

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/Proposal?

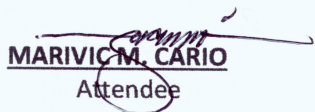
Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Would you be willing to send him/her again to other training/seminars/conference?

Yes _____ No. _____ Others _____

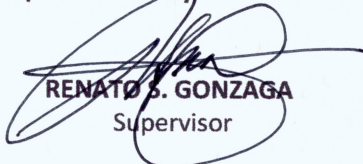
If yes, please specify courses

Submitted by:


MARIVIC M. CARIO
Attendee

October 24, 2023
Date

Noted/Confirmed by:


RENATO S. GONZAGA
Supervisor