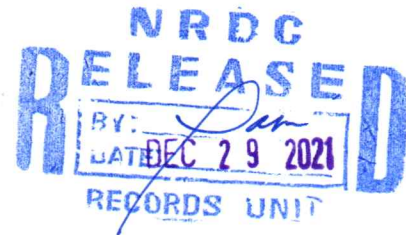




Department of Environment and Natural Resources
Natural Resources Development Corporation
9th Flr. DENR Bldg., 1515 Roxas Blvd., Ermita, Manila
Tel. No. 8521-9421 / 8521-9455
Website: <http://nrdc.denr.gov.ph> Email: records.nrdc@gmail.com

29 December 2021

MR. DATU TUNGKO M. SAIKOL
Director
Biodiversity Management Bureau
Ninoy Aquino Parks and Wildlife Center,
Diliman, Quezon City



MA. LOURDES G. FERRER, CESO III
Regional Executive Director
DENR-MIMAROPA Region
DENR by the Bay Building,
Ermita, Manila

Dear **Director Saikol and Director Ferrer:**

NRDC would like to propose the realignment of the Palawan Wildlife Rescue and Conservation Center (PWRCC) Operating Budget for FY 2021 (**Annex 1**) sourced from the funds managed by NRDC for the Center.

On 17 December 2021, Typhoon Odette battered the Philippines, including the Province of Palawan. Due to the strong winds and rains, most of the trees were uprooted, which have blocked major areas within the vicinity of PWRCC. To clear out the uprooted trees, a gasoline-powered chainsaw is currently being used.

Moreover, there is still no power and the Electric Cooperative is unable to assure when it will be restored. Currently, PWRCC is utilizing a diesel-powered generator for an average of three (3) hours a day just to charge electronic devices such as cellphones.

Due to the circumstances, more diesel and gasoline are needed in PWRCC until year-end which is estimated to amount to P13,400. However, the remaining budget for Fuel, Oil and Lubricant Expenses amounting to P300 is not enough to cover the needed additional diesel and gasoline.

In order for PWRCC to have power and clear out the uprooted trees in the vicinity, the PWRCC Budget for CY 2021 has to be realigned. Since the remaining approved budget allocation for Representation Expenses amounting to P40,460 is not expected to be utilized for remainder of the year, NRDC proposes to realign P13,400 from Representation Expenses to Fuel, Oil, and Lubricants Expenses:

Particulars	Approved Budget	Realigned Budget	Variance
Representation Expenses	82,209	68,809	13,400
Fuel, Oil, and Lubricants Expenses	101,950	115,350	(13,400)
TOTAL	184,159	184,159	-

PWRCC is currently finalizing the inventory of all damages in the Center due to Typhoon Odette. The needed repairs shall be incorporated in the 2021 and 2022 budget.

In view of the foregoing, NRDC is hereby requesting for your consideration and approval of the proposed realignment of the PWRCC Operating Budget for FY 2021. If you have any further clarifications, our PWRCC OIC- Project Manager, Ms. Gina Varilla, (0916 226 6083 /giemvi.nrdc@gmail.com) shall coordinate with your office on this matter.

Thank you for your continued cooperation and support. Keep safe.

Very truly yours,


LILLY KLARA S. GARCIA
OIC, Operations Division



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**PROPOSED OPERATING CY 2021 BUDGET REALIGNMENT OF
THE PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER**

Budget Items	Approved	Proposed	Assumptions/Remarks
	2021	2021	
1. Contracted Services	3,657,531	3,657,531	Salaries for 31 COS personnel with reduced workdays.
2. Electricity Expenses	437,921	437,921	Average of P36,500/month.
3. Water Expenses	104,493	104,493	Average of P8,700/month. Costs for Oct to Dec 2020 were charged to GAA.
4. Fuel, Oil and Lubricant	101,950	115,350	Average of P8,500/month. Additional P13.4k requirement due to Typhoon Odette.
5. Representation Expenses	86,209	68,809	Average of P7,500/month.
6. Other Supplies and Materials	73,872	73,872	Cost of janitorial supplies, misc. materials, and refill of fire extinguishers.
7. Security Services	49,000	49,000	Cost for Jan and Feb 2021.
8. Animal/Zoological Supplies	46,120	46,120	Cost for Jan 2021. Feeds for Feb to Dec 2021 are charged to GAA.
9. Travelling Expenses-Local	46,000	46,000	Travel to Puerto Princesa City, Palawan of OIC-Project Manager.
10. Office Supplies	30,779	30,779	Actual cost incurred in Jan and Feb 2021.
11. Fidelity Bond Premiums	22,500	22,500	Fidelity bond of 3 accountable officers.
12. R&M – Transportation Equipment	20,000	20,000	For contingency.
13. Postage and Courier Services	13,650	13,650	Average of P1,200/month. Increased to ensure regular and timely transmittal of documents to the Central Office.
14. Taxes, Duties and Licenses	12,400	12,400	For LGU and barangay permits.
15. R&M – Government Facilities	11,000	11,000	For contingency.
16. R&M – Machinery and Equipment	10,000	10,000	For contingency.
17. Mobile Expenses	10,000	10,000	P1,000/month mobile allocation for OIC-Project Manager starting Mar 2021.
18. Other MOOE	8,000	8,000	Cost of drug test for COS personnel.
19. Accountable Forms	5,250	5,250	Cost of cash books.
20. Drugs and Medicines	-	-	Costs for 2021 are charged to GAA.
21. Medical, Dental and Laboratory Supplies	-	-	Costs for 2021 are charged to GAA.
22. Extraordinary and Miscellaneous Expenses	-	-	
TOTAL	4,746,675	4,746,675	

Prepared by:


GINA M. VARILLA

OIC-Project Manager,
Palawan Wildlife Rescue and Conservation Center

Endorsed by:



LILLY KLARA S. GARCIA
OIC Operations Division,
Natural Resources Development Corporation

Approved by:

DATU TUNGKO M. SAIKOL
Director,
Biodiversity Management Bureau

MA. LOURDES G. FERRER, CESO III
Regional Executive Director,
DENR-MIMAROPA Region