



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-6626 to 29, (632) 929-6252
Website: <http://www.denr.gov.ph> / E-mail : web@denr.gov.ph

MEMORANDUM

FOR/TO : ALL OFFICIALS AND EMPLOYEES
Central Office
DENR Regional Offices (NCR, CAR, Regions 1-13)
Staff Bureaus (FMB, LMB, BMB, ERDB)

THRU : The Assistant Secretary for Policy, Planning and Foreign-
Assisted and Special Projects and Vice-Chair, Performance
Management Group

FROM : The Undersecretary for Policy, Planning and International
Affairs and Chair, Performance Management Group

SUBJECT : **FINAL IATF ASSESSMENT RESULT ON THE
ELIGIBILITY OF THE DENR FOR THE 2018 PBB**

DATE : **MAY 28 2021**

This refers to the final result of the assessment made by the AO25 Inter-Agency Task Force (IATF) on the Department's eligibility for the grant of the Performance-Based Bonus (PBB) for FY 2018.

It is stipulated in the PBB Guidelines that Departments/Agencies that are unable to comply with a maximum of two (2) performance targets due to controllable factors as determined by the validating agencies shall be considered ineligible for the PBB.

Based on the validation results, the DENR-OSEC did not satisfy the requirements of the 2018 PBB as it failed the following due to controllable factors: One (1) STO Indicator - Initial Certification/ Recertification of the QMS; and two (2) GASS Indicators - Submission of 2018 APP non-CSE and Obligations Budget Utilization Rate (BUR). Hence, it is no longer eligible for the grant of the PBB.

The Performance Management Group (PMG) had earlier requested for re-consideration by submitting additional justifications/supporting documents to the AO25 Technical Working Group (TWG). However, upon re-validation, the concerned oversight offices maintained their earlier validation results.

Attached is the letter from USEC Pascua of DBM and Chair of the AO25 TWG addressed to the Secretary showing the final assessment of the requirements submitted by the DENR for PBB 2018 (Good Governance Conditions, Physical Targets, GASS and STO Requirements and Other Cross- Cutting Requirements).

Meanwhile, the documents/requirements submitted for the grant of the PBB 2019 are still under review by the concerned validating agencies.

For your information.

ATTY. JONAS R. LEONES



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

May 19, 2021

SECRETARY ROY A. CIMATU

Department of Environment and Natural Resources
Visayas Ave., Diliman Quezon City

Attention: **ATTY. JONAS R. LEONES**
Undersecretary for Policy, Planning, and International Affairs

Dear Secretary Cimat:u:

We regret to inform you that the **Department of Environment and Natural Resources – Office of the Secretary (DENR-OSEC)** is **DISQUALIFIED** from the grant of the Performance-Based Bonus (PBB) for Fiscal Year 2018. The summary of the final IATF assessment result is attached.

The AO25 Technical Working Group (TWG) acknowledges the request for reconsideration of the DENR-OSEC. Upon re-validation of the additional justifications/supporting documents submitted by the DENR-OSEC, the recommendations of the concerned oversight offices are as follows:

- **Initial certification/Recertification of the QMS for at least one (1) core process or frontline service** - The DBM - Systems and Productivity Improvement Bureau (SPIB) noted that DENR-OSEC achieved its ISO 9001:2015 certification after the December 31, 2018 deadline as required in Section 6.3 of the AO25 MC 2018-1. As such, the DENR failed to meet the STO requirement for the FY 2018 PBB.
- **Late submission of FY 2018 APP-non CSE of the DENR - Regional Office 1** - The Government Procurement Policy Board Technical Support Office (GPPB-TSO) confirmed that the DENR - RO 1 submitted its FY 2018 APP non-CSE on February 6, 2018 which is beyond the allowed period (January 31, 2018) as required in Section 6.4 of the AO25 MC 2018-1. For this reason, the GPPB-TSO maintains its earlier recommendation that the DENR is non-compliant with the said requirement.
- **Non-attainment of 100% target for Obligations BUR.** The DBM - Budget and Management Bureau (BMB) E reiterates its earlier validation results that the DENR-OSEC achieved only 96.06% of its Obligations BUR. Though majority of the explanations provided by the DENR-OSEC was considered to be uncontrollable to the agency, the delays in the modification and enhancement of the design of the uniform of DENR's Forest Officers was considered to be a controllable factor.



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

In view of the foregoing, we regret to inform you that the IATF **maintains** its decision to **disqualify** the DENR-OSEC from the grant of the FY 2018 PBB. Furthermore, granting the DENR-OSEC's request would not be equitable to other agencies that exerted efforts and explored all possible means to fully comply with the FY 2018 PBB requirements within the prescribed deadline.

We wish to reiterate the responsibility of the Head of Agency and the Performance Management Group (PMG) to communicate this to your employees and address comments and concerns they may raise.

To complete the PBB process, may we remind your office to publish the **FY 2018 Agency Scorecard** on your website or official publication. Please coordinate with the AO 25 Technical Secretariat for the finalization of the said report cards.

Thank you very much, and we look forward to your participation and full cooperation in the 2019 PBB cycle.

Sincerely yours,

LAURA B. PASCUA

Undersecretary, Department of Budget and Management
and Chair, AO25 Technical Working Group



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

Department of Environment and Natural Resources – Office of the Secretary (DENR-OSEC)	
Eligibility Requirements	Final Assessment
2018 Good Governance Conditions	
1. Transparency Seal	<ul style="list-style-type: none"> Compliant
2. PhilGEPS Posting	<ul style="list-style-type: none"> Partially compliant per PhilGEPS report dated 5/15/2019 <ul style="list-style-type: none"> DENR submitted the justifications for eight (8) transactions – PENRO Surigao Del Norte, South Cotabato, Sorsogon, Davao Del Norte, RO 4A, and Masbate submitted beyond the January 31, 2019 deadline. PhilGEPS accepted the justifications submitted by DENR.
3. Citizen's Charter (ARTA)	<ul style="list-style-type: none"> Compliant
2018 Physical Target	
4. Streamlining and Process Improvement of Agency Services	<ul style="list-style-type: none"> Met the streamlining and process improvement requirement for FY 2018 PBB. <ul style="list-style-type: none"> DENR reported streamlining efforts for nine (9) critical services. <ol style="list-style-type: none"> Application for Free Patent (Agricultural) Issuance of Survey Authority Issuance of Certificate of Tree Plantation Ownership Issuance of Certificate of Verification (Cutting/Transporting of Non-Wood Forest Products within Private Land, e.g., Bamboo, Vines, Nipa, etc.) Application for Chainsaw Registration Processing of CITES (Convention on International Trade in Endangered Species of Wilds Fauna and Flora) Permit Applications for the Import of Wildlife, including by-products and derivatives Processing of CITES (Convention on International Trade in Endangered Species of Wilds Fauna and Flora) Permit Applications for the Export/Re-export of Wildlife, including by-products and derivatives Residential Free Patent Tree Cutting Permit (For Premium and Naturally-Grown Trees)





**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

	<ul style="list-style-type: none">▪ The DENR significantly reduced the number of steps for all of its nine (9) services. Three (3) services reduced the steps by merging processes usually performed by the same employee. In the Issuance of the Survey Authority, DENR eliminated an action step after verification that transmitting the Survey Returns to the Regional Office was not a prerequisite; instead, it was a part of the Approval of the Survey.▪ The DENR maintained the current status of its fees paid in observance of the issued DENR Administrative Orders (DAO) such as (DAO Nos. 1993-20, 2000-21, 2003-24, 2004-16, 2004-55), as well as the Implementing Rules and Regulations (IRR) on Republic Act (RA) No. 9175 or the Chainsaw Act of 2002.▪ DENR was able to reduce the number of signatures for seven (7) services:<ol style="list-style-type: none">1. Application for Free Patent (Agricultural),2. Issuance of Certificate of Verification (Cutting/Transporting of Non-Wood Forest Products within Private Land, e.g., Bamboo, Vines, Nipa, etc.),3. Application for Chainsaw Registration,4. Processing of CITES (Convention on International Trade in Endangered Species of Wilds Fauna and Flora) Permit Applications for the Import of Wildlife, including by-products and derivatives,5. Processing of CITES (Convention on International Trade in Endangered Species of Wilds Fauna and Flora) Permit Applications for the Export/Re-export of Wildlife, including by-products and derivatives,6. Residential Free Patent, and7. Tree Cutting Permit (For Premium and Naturally-Grown Trees).▪ The remaining services already follow the prescribed number of signatures even before the FY 2018 PBB streamlining and process improvement requirement.
--	--



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**

(Administrative Order No. 25 S. 2011)

	<ul style="list-style-type: none">▪ The DENR was able to reduce the number of required documents for two (2) services: 1) Application for Free Patent (Agricultural) through the elimination of duplicate requirements, and 2) Residential Free Patent, through the observance of RA No. 10023 or an Act Authorizing the Issuance of Free Patents to Residential Lands and its IRR under DAO Nos. 2010-12 and 2016-22 Requiring Geo-tagged Photographs.▪ For the remaining six (6) services, DENR could not further reduce the required documents as they are constrained to comply with issued DENR Administrative Orders requirements. There was no justification provided for the Tree Cutting Permit (For Premium and Naturally-Grown Trees) service.▪ The DENR reported improvements in the turnaround time for all of its nine (9) services. There were no explanations for not reducing the turnaround time except for two (2) services (Issuance of Survey Authority and Application of Chainsaw Registration). DENR justified that the reduction in the number of steps resulted in reduced turnaround time.▪ For the Citizen/Client Satisfaction Survey, the DENR reported a "Very Satisfactory" to "Satisfactory" rating without any data or results of a Citizen/Client Satisfaction Survey conducted for each service.▪ DENR explained to the AO25 Composite Team that it ranked its services based on the volume of transactions processed in FY 2018. On these reported services, DENR streamlined and improved its services through efforts to eliminate duplicate steps and documentary requirements. DENR also decreased the required number of signatures, resulting in improved turnaround time. These streamlining efforts helped achieve efficient public service provision to their most demanded critical or frontline services.▪ The DENR is encouraged to periodically update its Citizen's Charter to reflect necessary revisions
--	---





**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

	and changes in the process. This will help maintain and improve the agency's services and effectively perform its mandates.
2018 STO and GASS Requirements	
5. QMS Requirement	<ul style="list-style-type: none"> Non-compliant per DBM-SPIB report dated 1/31/2019 <ul style="list-style-type: none"> DBM-SPIB only found the agency's Quality, Policy, QMS Manual, IQA Certification, and 2017 MR Minutes posted on the TS webpage. DENR requested for reconsideration on August 31, 2020. Per DBM-SPIB's letter dated February 18, 2019, the DBM-SPIB maintained its original findings on the compliance of DENR to the ISO QMS requirement.
6. Submission of FY 2018 APP non-CSE	<ul style="list-style-type: none"> Non-compliant per GPPB-TSO report dated 2/01/2019 <ul style="list-style-type: none"> DENR-RO 1 submitted its 2018 APP non-CSE on February 6, 2018, beyond the January 31, 2018 deadline.
7. Submission of Indicative FY 2019 APP non-CSE	<ul style="list-style-type: none"> Compliant
8. Submission of FY 2019 APP-CSE	<ul style="list-style-type: none"> Compliant
9. Undertaking of Early Procurement for at least 50% of goods and services	<ul style="list-style-type: none"> Compliant
10. Submission of FY 2017 APCPI	<ul style="list-style-type: none"> Compliant
11. Submission of Financial Reports	<ul style="list-style-type: none"> Compliant
12. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> Compliant
13. Submission of Budget and Financial Accountability Reports (BFARs)	<ul style="list-style-type: none"> Non-compliant per DBM BMB-E report dated 3/23/2020 The DBM BMB-E noted that the DENR-OSEC has failed to submit its BFARs via URS within the prescribed deadline due to the system's technical problems. The DBM ICTSS Helpdesk was informed but was not able to resolve DENR's concern immediately. DBM BMB-E considered DENR's explanation to be due to uncontrollable factors.
14. Budget Utilization Rate (BUR)	<ul style="list-style-type: none"> Did not meet the 100% target for Obligations BUR under GASS. Actual accomplishment was 96.06%.



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

	<ul style="list-style-type: none"> Based on the DBM BMB-E report dated 3/25/2020, most of the reasons provided by DENR were due to uncontrollable factors. However, the DBM BMB-E considered the delay in modifying DENR's Forest Officers uniform design to be within the agency's control. Did not meet the 100% target Disbursements BUR under GASS. Actual accomplishment was 64.85%. The DBM BMB-E considered the justifications provided by DENR-OSEC for not meeting its target for Disbursements BUR to be due to uncontrollable factors based on the DBM BMB-E report dated 3/25/2019.
2018 Other Cross-Cutting Requirements	
15. Posting of Agency Review and Compliance Procedure of Statement and Financial Disclosure	<ul style="list-style-type: none"> Compliant
16. FOI Manual	<ul style="list-style-type: none"> Compliant
17. Posting of Agency's System of Ranking Delivery Units	<ul style="list-style-type: none"> Compliant
OVERALL ASSESSMENT	<ul style="list-style-type: none"> Based on the results of validation, DENR-OSEC did not satisfy the requirements for the grant of FY 2018 PBB as it failed the following due to controllable factors: <ul style="list-style-type: none"> One (1) STO indicator: Initial Certification/Recertification of the QMS for at least one (1) core process or frontline service; and Two (2) GASS Indicators: submission of 2018 APP non-CSE and Obligations BUR. DENR-OSEC did not satisfy the requirements and is not eligible for the grant of FY 2018 PBB.