

Republic of the Philippines Department of Environment and natural Resources

Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-66-26 to 29 · (632) 929-62-52
929-66-20 · 929-66-33 to 35
929-70-41 to 43

MEMORANDUM

FOR

The Regional Executive Director

DENR – Region 4-B Roxas Blvd, Manila

FROM

The Director

Financial and Management Service

SUBJECT

RELEASE OF ALLOTMENT FOR THE CONDUCT OF

QUALITY MANAGEMENT SYSTEM (QMS) ACTIVITIES

DATE

November 11, 2021

We are issuing **Sub-Allotment Advice (SAA) No. CO-R4B-101-2021-11-1102** of even date amounting to **ONE HUNDRED THOUSAND PESOS ONLY (*P100,000.00)** to cover the budgetary requirements for the conduct of Quality Management System (QMS) activities in relation to the Department's ISO 9001:2015 QMS Scope Expansion per Memorandum of the Assistant Secretary for Finance, Information Systems and Mining Concerns dated 10 November 2021.

This release is chargeable against P/A/P/ - Conduct of Special Studies, Design and Development in Support of Forestry, Mining and Environmental Management Operations including Climate Change Resilience, FY 2021 General Appropriations Act, R.A. No. 11518.

This is intended for the purpose indicated. Disbursements therefrom shall be in accordance with the existing budgeting, accounting and auditing rules and regulations.

For your information and guidance.

ANGELITO V. FONTANILLA



Republic of the Philippines Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City Tel Nos. 929-66-26 to 29; 929-6633 to 35 929-7041 to 43; 9296252; 929-1669

Website: http://www.denr.gov.ph E-mail: web@denrgov.ph

SUB-ALLOTMENT ADVICE FOR FISCAL YEAR 2021

SAA NO: CO-R4B-101-2021-11-1102

DATE: November 11, 2021

DEPARTMENT:		CODE	FUND CODE:
ENVIRONMENT AND NA	TURAL RESOURCES	10	01 101 101
AGENCY:	Office of the Secretary	CODE 001	APPROPRIATION SOURCE:
LOCALITY/REGIONS:	DENR - Region 4B Roxas Blvd., Manila	CODE	FY 2021 General Appropriations Act
RESPONSIBILITY CENT	ER: 10-001-01-00000-03-02-S	03 00017	(R.A 11518)

PURPOSE:

To cover the budgetary requirements for the conduct of Quality Management System (QMS) activities in relation to the Department's ISO 9001:2015 QMS Scope Expansion per Memorandum of the Assistant Secretary for Finance, Information Systems and Mining Concerns dated 10 November 2021.

P/P/A	PARTICULARS	ALLOTMENT / OBJECT CLASS	AMOUNT	
200000100004000	Conduct of Special Studies, Design and Development in Support of Forestry, Mining and Environmental Management Operations including Climate Change Resilience			
	MAINTENANCE & OTHER OPERATING EXPENSES (MOOE)	50200000 00		
	Training Expenses	50202010 02	100,000	
	TOTAL		100,000	

AMOUNT IN WORDS:

***ONE HUNDRED THOUSAND PESOS ONLY ***

NOTES:

The allotment herein released is:

- 1. Valid for obligations until December 31, 2021.
- 2. In accordance with NBC No. 583, Guidelines on the Release of Funds for FY 2021 dated January 4, 2021 issued by the Department of Budget and Management.
- 3. Intended for the purpose indicated and disbursements therefrom shall be in accordance with the existing budgeting, accounting and auditing rules and regulations.

PREPARED BY:

APPROVED BY:

MAYBELL M MANGUBOS
Chief, Budget Division

ANGELITO V. FONTANILLA
Director

Financial and Management Service



Republic of the Philippines Department of Environment and Natural Resources

Visayas Avenue, Diliman, 1106 Quezon City

(632) 929-6626 to 29; 929-6252; 929-6633 to 35; 929-7041 to 43

E-mail: web@denr.gov.ph; Website: www.denr.gov.ph

MEMORANDUM

FOR

THE UNDERSECRETARY

Finance, Information Systems and Climate Change

THROUGH:

The Director

Financial and Management Service

ATTN: Chief, Budget Division

DATE

November 10, 2021

FROM

The Assistant Secretary

Finance, Information Systems and Mining Concerns

SUBJECT

REQUEST FOR THE DOWNLOADING OF ADDITIONAL FUNDS TO REGIONS I, II, III, IV-A, IV-B, V, VI, VII, VIII, IX, X, XI, XII, XIII, CAR AND NCR FOR FINANCIAL ASSISTANCE IN CONDUCTING QUALITY MANAGEMENT

SYSTEM CASCADING ACTIVITIES

In the interest of the service and in line with the implementation and continual improvement of the DENR Quality Management System, may we request for funding allocation in the total amount of One Million Six Hundred Thousand Pesos (1,600,000.00), at One Hundred Thousand Pesos (100,000.00) for each of the following Regional Offices as additional funds to assist in the conduct of various QMS cascading activities with reference to the Department's ISO 9001:2015 QMS Scope Expansion.

Office	Amount
DENR CAR	100,000.00
DENR NCR	100,000.00
DENR Region I	100,000.00
DENR Region II	100,000.00
DENR Region III	100,000.00
DENR Region IV-A	100,000.00
DENR Region IV-B	100,000.00
DENR Region V	100,000.00
DENR Region VI	100,000.00
DENR Region VII	100,000.00

Office	Amount
DENR Region VIII	100,000.00
DENR Region IX	100,000.00
DENR Region X	100,000.00
DENR Region XI	100,000.00
DENR Region XII	100,000.00
DENR Region XIII	100,000.00

For your reference, attached is the approved and revised Work and Financial Plan (WFP) of the DENR Quality Management System for Fiscal Year 2021.

For your consideration and approval.

NONITA S. CAGUIOA



Republic of the Philippines

Department of Environment and Natural Resources

Visayas Avenue, Diliman, 1106 Quezon City
(632) 929-6626 to 29; 929-6252; 929-6633 to 35; 929-7041 to 43
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MEMORANDUM

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THE UNDERSECRETARY

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The Director

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ATTN: Chief, Budget Division

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DENR Region IV-B	100,000.00
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Marie Arrange Annaham	Assistant System Finance, Information System Deputy Quality Manager	NONTA	Prepared by:	o. Whis stall to be tilled	CMS			5. QMS Communication and	ear)	4. Internal Applit of OMS	o. Ourvallatios Augit Of DENK UMS		7 7 MAS Conformance Accessment	Z-a Review Writesnop on QMS Manual Processes and updating of ROAA	Z. 6	
a Ambani i volu ocasitana d		SCAGUIDA		No. of QMS staff hired	No. of office supplies procured	Engagement of Certifying Body for Recertification		Orientation of all DENR employees	DENK GWS attorized by the Internal Audit Team with evaluation of conformance to ISO 9001:2015	DENIE ONG CHARLE STATE OF THE S	External Audit of DENR CMS Central External Audit of Denre Coffice, Bureaus, Pflot Regional Offices, PENRO and Additional 3 Regional Offices, PENRO and CENRO	Corrective Action		Updated QMS Manual, Processes and ROAA submitted to Deputy QMR 15 days after the activity	No. of Workshop conducted with report submitted to the Deputy QMR 15 days after the activity	
	Policy	ATTY	Approved:													
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BED FORM NO. Office: DENR - Quality Management System (QMS) 2.4 Workshop on Service Process Improvement 2.3 Workshop on the Enhancement of QMS 2.1 Seminar on QMS Implementation for the Top 2.6 Training Course on Auditing QMS 2.5 Trainers' Training on QMS Requirements and Based Quality Planning Management Conduct of coordination meetings 2.7 Training Course on Updating Auditing Skills Documentations and Implementation Planning Programme and Auditing QMS Service/Process Improvement Implementation 2.8 Trainers' Training on Root Cause Analysis and 2 Workshop on Process Mapping and Risk-Corrective Action, and Management Review. .10 Readiness Assessment 1.9 Technical Guidance on QMS and Conduct of Training/ Workshop/ Technical .12 Cascading of QMS Implementation to all Field 11 Workshop on Establishing the QMS Audit Cost Seminar conducted with report submitted to the Deputy No. of trainings/seminars/workshops and technical No. of reports on meetings conducted Deputy QMR 15 days after the activity QMR 15 days after the activity QMR 15 days after the activity Managament System to all field offices guidance conducted for the implementation of Quality QMR 15 days after the activity Training conducted with report submitted to the Deputy QMR 15 days after the activity Workshop conducted with report submitted to the Deputy Workshop conducted with report submitted to the Deputy Cascading of QMS implementation to all Field Offices Training conducted with report submitted to the Deputy QMR 15 days after the activity Workshop conducted with report submitted to the prepared and possible corrective action determined Annual Audit Programme established and Audit Flav Technical Guidance on Readiness Assessment Improvement Implementation QMR 15 days after the activity Training conducted with report submitted to the Deputy QMR 15 days after the activity Trainings conducted with report submitted to the Deputy Technical Guidance on QMS and Service/Process PERFORMANCE INDICATORS Department of Environment and Natural Resources
FY 2021 Physical and Financial Plan
(In Thousand Pesos) Municipal Province ₹ Phys FY 2021 Fin Estimate Estimate Estimate TOTAL (3) 2021 Physical Performance/ largets O 4 22 ω Oi 8 w R (5) 9 20 50203010 02 5020201000 UACS Code 5029903000 50299030 00 50299030 00 50299030 00 50299030 00 50211990 00 50299030 00 50299030 00 5028903000 50202010 00 50299030 00 5020201000 50202010 00 50299030 00 50299030 00 50299030 00 50299030 00 50202010 00 50299030 00 MOOE |Estimate|Estimate|Estimate| FY 2021 Financial Performance/Targets ('0008 0 (8) 225 108 24 8 (3) 92 225 0 (10) සු 225 163 3 R 50 83 S 4,129 4,400 2 - 100-.100 3,500 325 450 8 8 224 450 193 100 33 TOTAL 10,000 4,400 4,400 1,000 3,500 200 88888 33 50 3 50 8

2.13 Review/ Writeshop on QMS Manual, Processes and updating of ROAA 2.14 QMS Conformance Assessment and Internal Audit of GMS Conformance (wice a implementation Planning for 2021/ 2022 Surveillance Audit of DENR QMS . QMS Staff to be hired . QMS Communication and Awareness Supplies/Materials for QMS to Deputy QMR 15 days after the activity Orientation of all DENR employees evaluation of conformance to ISO 9001:2015 Consolidated status of compliance to Corrective Action Updated QMS Manual, Processes and ROAA submitted No. of QMS staff hired No. of office supplies procured External Audii of DENR CMS Central Office, Bureaus, Regional Offices, PENROs and CENROs DENR QMS audited by the Internal Audit Team with 50299030 00 50299030 00 50211980 00 50203010 02 50299030 00 50299030 00 50299030 00 50202010 00 225 Ci 39 225 225 3,000 325 200 145 8 1,000 3,000 200 180

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Prepared by:

NONITIES, BASBUOA Assistant/Secretary

Finance, Information Systems and Mining Concerns Deputy Quality Management Representative

Approved:

ATTY. JONAS R. LEONES, CESO I

Policy, Planning and International Affairs Undersecretary

ATTY. ANALIZA REBUELTA-TEH, CESO I

Finance, Information Systems and Climate Change

Breakdown of Additional Expenses for th Conduct of Quality Management System Cascading Activities in Regional Offices for FY 2021

SUBJECT	AMOUNT
Training Expenses	100,000.00