

**ENRA  
SUPERVISORY COURSE  
FIELD OFFICE  
ENGAGEMENT  
AT CENRO MAASIN,  
SOUTHERN LEYTE  
TERMINAL REPORT**

**MARY JANE C. HONOR**  
CENRO San Juan,  
Southern Leyte

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### III. Introduction

#### **Background**

Field Office Engagement (FOE) is the second part of the ENRA course requiring learners to be assigned themselves in the field offices such as Community Environment and Natural Resources Offices (CENROs) or implementing Provincial Environment and Natural Resources Office (PENRO) for two weeks. The purpose of the FOE module is to immerse the learners in the field offices relevant to their future role as potential leaders and managers of DENR field offices, how it operates, its dynamics, how it performs its functions being in the frontline in the implementation of department's programs, projects, enforce ENR laws, and undertake other significant activities and provide services to external clients. FOE provides an opportunity for the learners to enhance and develop technical, leadership and managerial competencies both from shadowing and acting as an interim CENR Officer with the aid of the learnings and insights (theories, principles, concepts and processes) gained from the lectures during the online class. It is a venue for the actual application of theories, principles, concepts and processes on environment and natural resources that will hone and enhance the competencies (knowledge, skills, attitudes and values) of the learners making them prepared ahead of time of their future role in the department.

#### **Expectation**

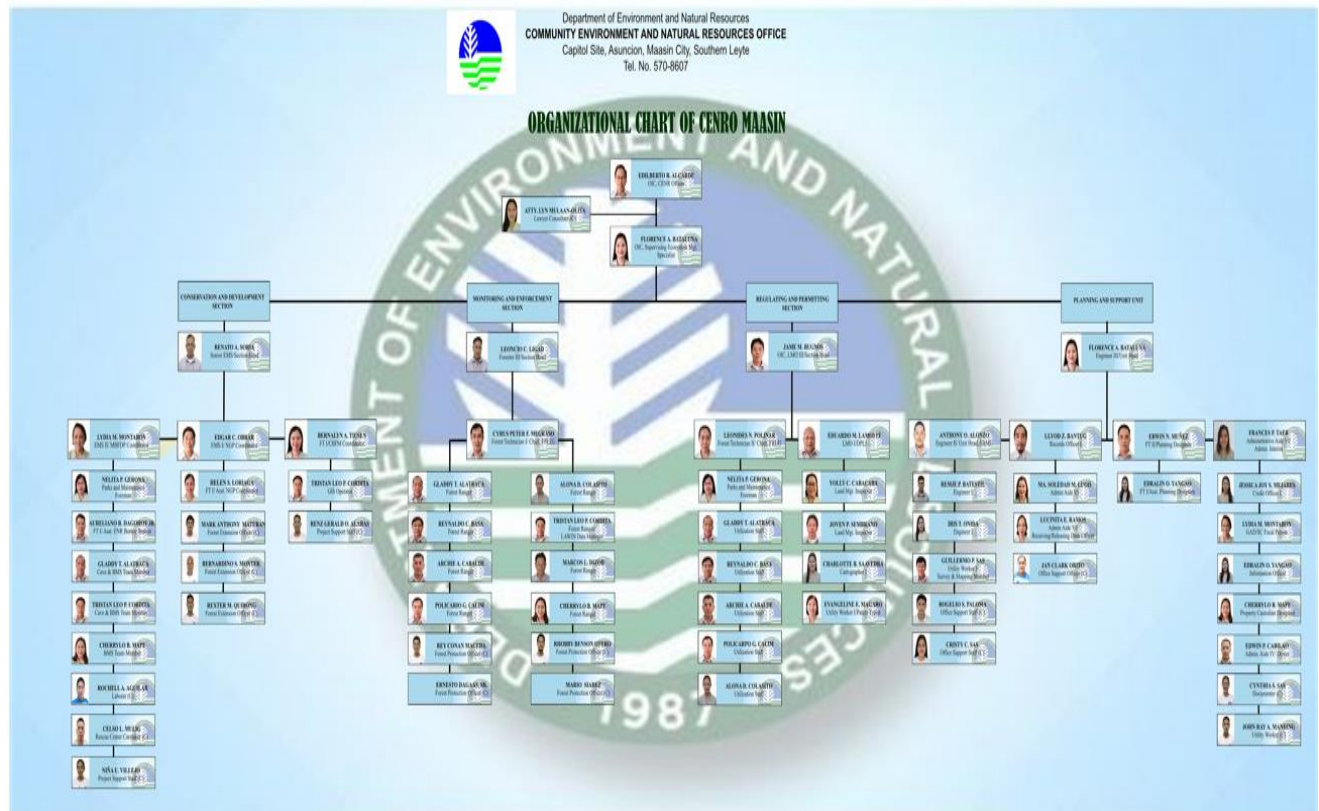
As a learner undertaking FOE, I expect that everything would run smoothly according to plan schedules and get the necessary support from my CENRO host-mentor. The most important thing is that I'd be given the chance to act or exposure on forestry (NGP, CBFM, Cutting permits, etc.), biodiversity (Cave, LCA, WRC, BMS, etc.) land (special and residential patents processing, foreshore application ADR, etc.) mining (monitor/visit SAG area), environment matters (solid waste facility, SWM of LGU, etc.) and ENR laws enforcement (surveillance, monitoring apprehension, investigation activities in relation to ENR laws enforcement) where I could make use of my knowledge and learnings gained from online lectures and enhance them through actual practice and at the same time be provided with the opportunity to develop leadership (leading change, people development, etc.) and managerial (planning, coordinating, directing, organizing, etc.) competencies. Finally, I want to develop good working relationship with workers of CENRO Maasin City.

## IV. CENRO Profile

### Organizational Structure

In compliance with DAO 2019-01, PENRO issued Special Order No. 2021-03 dated February 2,2021, re: Designation/Re-assignment of CENRO Maasin Personnel. As such, it has three section namely: Conservation and Development Section, Monitoring and Enforcement Section and Regulatory and Permitting Section and its corresponding support staff.

Figure 1. Organizational Chart of CENRO Maasin



CENRO Maasin has a total of 58 employees. Of which, 38 are regular employees and 20 are job orders. Of the 58 total employees, 33 are males and 25 are females.



## Location

CENRO Maasin is one of the community offices created by virtue of E.O 192, series of 1987, the reorganization act of the Department of Environment and Natural Resources. It is located at Capitol Site, Barangay Asuncion, Maasin City, the capital city of Southern Leyte. Its jurisdiction includes eight (8) municipalities namely: Macrohon, Padre Burgos, Malitbog, Tomas Oppus, Bontoc, Sogod, Libagon and the historical island municipality of Limasawa and one (1) component city, Maasin City. CENRO Maasin has a total land area of 87,087.22 hectares, of which 57,177.00 hectares are classified as Alienable and Disposable (A&D) and 29,910.02 are classified as Timberland (TL)

Figure 2. Administrative Map of CENRO Maasin, Southern Leyte

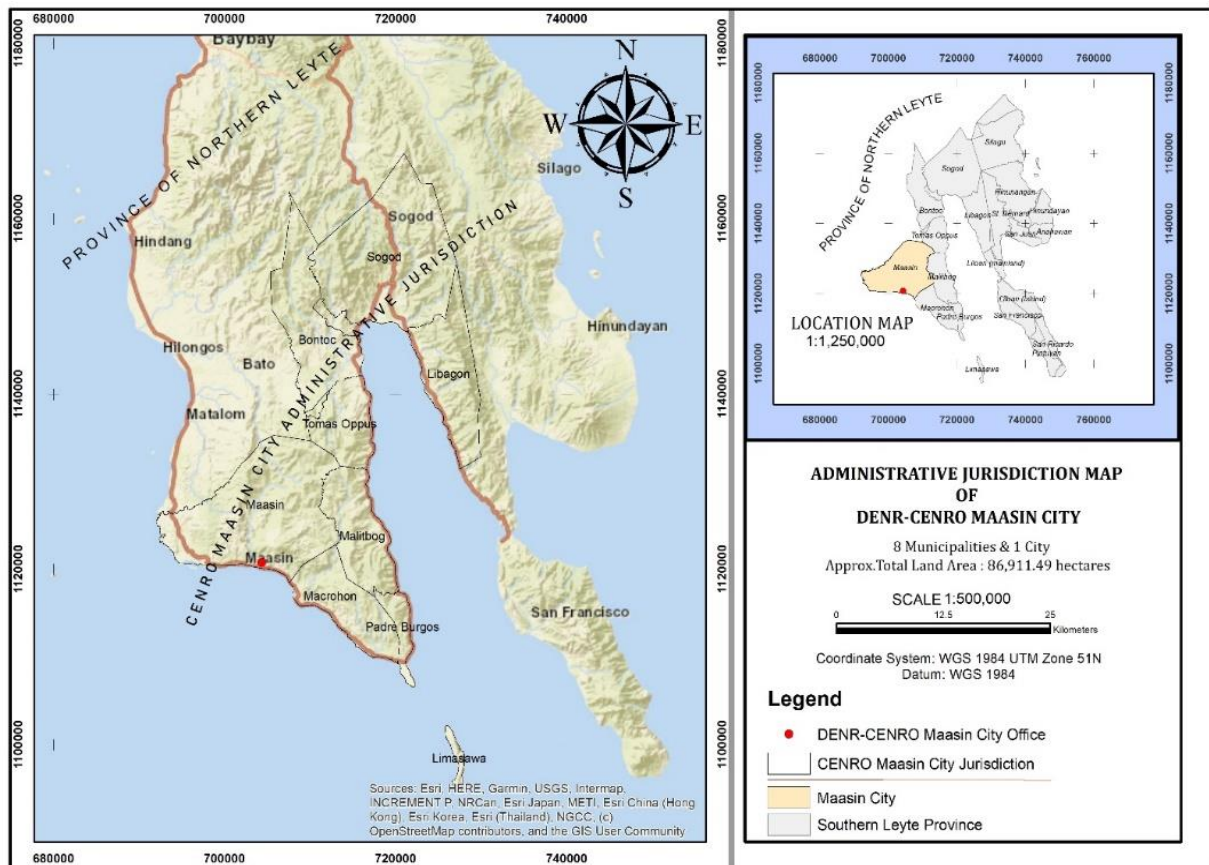
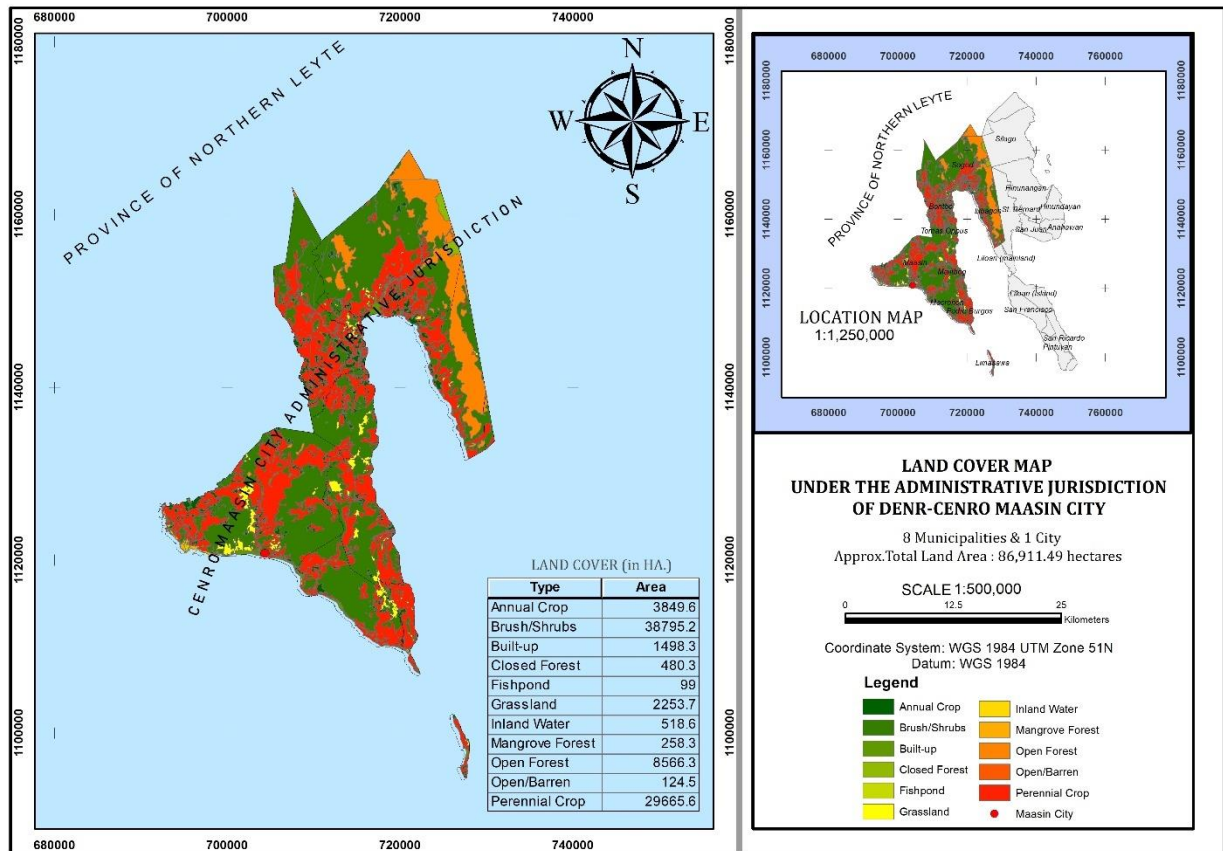


Figure No.3. Land Cover Map of CENRO Maasin



The land cover of CENRO Maasin jurisdiction include: annua crop with an estimated area of 3849.6 hectares, brush/shrubs is 38795.2 hectares, built up area is 1498.3 has, closed forest is 480.3 has, fishpond is 99 has., grassland 2253.7 has., inland water 518.6 has., mangrove forest is 258.3 has., open forest is 8566.3 has., open/barren is 124.5 has., and perennial crop is 29665.6 has.

## **Other Relevant Information**

*Table 1. 2021 Major Programs Implemented*

Major Programs	Activities
Expanded National Greening Program	Survey Mapping and Planning
	Seedling Production
	Plantation Establishment
	Establishment of Seed Production Area and Individual Plus Trees
Intensified Forest Protection	Acquisition of close circuit television
	Information, Education and Communication
	Apprehension, administrative adjudication and confiscation of apprehended forest product including conveyances and implements
	Implementation of LAWIN Forest and Biodiversity System.
Enhanced Biodiversity Conservation	Biodiversity Monitoring System (BMS)
	Hiring Forest Protection Officer
	LCA Steering Committee Meeting
	Cave Assessment
	Maintenance of Wildlife Rescue Center
Improved Land Administration and Management	Surveys
	Patents Processing of residential lots
	Resolutions of cases with claims and conflicts

For calendar year 2021, CENRO Maasin has implemented four (4) of the 10 major programs of the department to include Expanded National Greening Program (eNGP), Intensified Forest Protection, Enhance Biodiversity Conservation, and Improved Land Administration and Management.

### **Expanded National Greening Program**

Major activities included Survey, Mapping and Planning (SMP) of 360 hectares as target area for succeeding year development. For comprehensive site development, seedling production of 90,750 of which 35,724 for Risk Resiliency Program (RRP) considering that Southern Leyte is one of the climate vulnerable provinces in the country and 244563 seedlings for regular NGP; plantation establishment of 430 hectares under regular and 47 hectares under RRP.

To support the eNGP, it established seed production area comprising of five (5) hectares located at Sitio Matuasi, Ibarra, Maasin City and 400 Individual Plus Trees at Barangay Malapok, Maasin City,

#### Intensified Forest Protection

It has implemented four (4) menu such as Menu 1: acquisition of close circuit television, Menu 5: Information, Education and Communication ( IEC) which include involvement of forest communities in forest protection works and IEC campaign ;Menu 6: Consistent Apprehension and mandatory administrative adjudication and confiscation of apprehended forest products including conveyances and other implements which include apprehension of undocumented forest products including NTFPs, vehicles, equipment; Menu 10: Sustainable implementation of the LAWIN Forest and Biodiversity Protection System

#### Enhanced Biodiversity Conservation

Southern Leyte has no proclaimed or legislated protected area, but it has a Local Conservation Area (LCA) through Sangguniang Panlalawigan Resolution No. 065, series of 2017 declaring Mount Nacolod as LCA. In support to LCA, Biodiversity Monitoring System is being administered in the area, hiring of Forest Protection Officer (FPO) to support to LAWIN activities, regular meeting of Local Conservation Area Steering Committee as governing body of the LCA.

Equally important biodiversity conservation efforts undertaken by the office is cave assessment of Anahao Cave at barangay Anahao, Bontoc, Southern Leyte and the maintenance a Wildlife Rescue Center (WRC) at Sitio Danao, Barangay Malapok, Norte, Maasin City. As part of wildlife regulation, the office also issued wildlife transport permit.

#### Improved Land Administration and Management

Land surveys and disposition are the two major activities under this priority program which include surveys and patent processing of patents of residential areas and special patents. Another activity is resolution of cases with claims and conflicts and collection of revenues.

#### Status of accomplishments

The office as of September, 2021 reporting period, it accomplished all its deliverables except for residential patents processing per monthly implementation plan. To cope up the backlog of patent processing before November ends, RPS section is conducting barangayan in its drive for patent gathering.

## **V. Task Details**

### **Forestry**

The task on forestry included review of the cutting permit application and review of the cutting permits issued for tree cutting permits within the private land. The purpose of the former is to determine the completeness of the requirements and the latter is to determine signatories have properly countersigned and signed, fees are collected and the required attached documents for a permit have been complied with.

Review of transport permit (Certificate of Origin) for trees cut within tenured area particularly in CBFM area is another task being undertaken whose purpose is to determine completeness of the signatories, required attached documents and payment of fees

Another activity related to forestry was the attendance to information and education campaign regarding the cutting/utilization of planted trees within the CBFM area Barangay Danao Farmers Association (BADAFA), a People's Organization awarded with CBFMA with approved Five-Year Work Plan (FYWP) and Resource Use Plan (RUP) of Barangay Danao, Macrohon, Southern Leyte and assisted the review of the Investment Operational Plan (IOP) for its area after the utilization activity.

Another task was assistance to enforcement team in the conduct of investigation of the reported clearing of parcel of land (Lot No. 8450) which involved cutting of trees which include indigenous and premium species without required permit at Barangay Lanao, Maasin City.

Review of the Survey Mapping and Planning (SMP) Report was conducted whether it follows the guidelines or in compliance with DAO 2019 -03, Revised IRR of EO 193 and FMB TB No.I-A on SMP.

### **Biodiversity**

Major task under biodiversity was the review of the Protected Area Suitability Assessment (PASA) Report of Mount Nacolod, the remaining natural forest in the province of Southern Leyte. Mount Nacolod is a Key Biodiversity Area (KBA No.90) and one of the country's most diverse area and considered as a key habitat of some highly threatened species. Mount Nacolod is proposed to be included in the eNIPAS or RA 11038. The purpose of the review was to improve the contents of the report particularly PASA Forms 1 (On-site observation), PASA Form 2 (Key Informant Interview) and PASA Form 3 (Suitability criteria and rating).

Monitoring of the Wildlife Rescue Center (WRC) was conducted as part of the regular activity of the CDS section to make sure that the wildlife in the center are in good condition and health.

### **Lands Management**

Observed the Alternative Dispute Resolution (ADR) process on a case of conflict of claim over a foreshore area at barangay San Ramon, Bontoc, Southern Leyte involving certain Nene Plasabas and Editha Quilicot as claimant -protestant and Celestina Plasabas as respondents of same barangay.

Another important task under lands was the one on one interview with the RPS Chief, LMO II Mr, James Bugnos on the processes involved and requirements in the processing of patents both for residential and agricultural lands.

### **Mining related activities**

There is no mining area within CENRO Maasin, the assigned task instead was to join the team composed of Provincial Environment and Natural Resources Management Office (PENRMO) personnel and Mines and Geosciences Bureau (MGB) embedded personnel who conducted verification of the area applied for private gratuitous permit to quarry within private lands.

### **Environment**

One important task undertaken on environment was the monitoring of the waste disposal facility of City of Maasin located at Barangay Libhu. This was in response to the report/ call of Congressman Roger G. Mercado, the representative of the lone district Southern Leyte on the foul smell of the disposal site.

In connection with the inspection activity, there was need to revisit the 10- year Solid Waste Management Plan of the City of Maasin which was approved by the National Solid Waste Management Commission.

### **Leadership and Management Matters**

A coaching and mentoring session with the NGP staff of CENRO Maasin in the preparation of the Survey, Mapping and Planning (SMP) report as part of developing people as one of the leadership competencies by guiding (through asking questions) the NGP staff during the review of the documents for them to identify what part of the document ( necessary and unnecessary) such as paragraph that need to be deleted and need to be improved by supplying additional data or information.

Attended the mentoring session initiated by CENRO host- mentor (one-on-one session with my CENRO mentor) on the qualities of great leaders.

What are your insights with today's experience?

Great insights I gained today was the mentoring of my CENRO host on great leadership qualities by sharing and discussing to me some famous quotes on leaderships to include the following:

- “A great leader is the who knows the way, goes the way, and shows the way”. ~John C. Maxwell  
Takeaways: inspire by proper guiding, mentoring people; practicing what is being preached/ “walk the talk”
- “If your actions inspire others to dream more, learn more, do more and become more, you are a leader.”. ~John Quincy Adams  
Takeaways: inspire, motivate and empower other to believe in themselves
- “Leadership is about being of service to others, not being served by others. Be a mentor, not a boss”. ~unknown  
Takeaways: to serve not being served

- “The goal of an effective leader is to recondition your team, to be solution focused and not problem”.  
~unknown  
Takeaways: purpose driven, being positive and solution rather problem focused
- “A boss create fear, leader confidence. A boss fixes blame, a leader corrects mistakes. A boss knows al, a leader asks questions”. ~Russel Ewing  
Takeaway: empowers and building confidence in people, respect others, correct mistakes of others and ask questions.
- “People buy into the leader before they buy into the vision.” ~John C. Maxwell  
Takeaway: trusted
- “Strong leaders don’t put others down, they lift them up”. ~Michael P. Watson  
Takeaway: lifting and bring out the best of others
- “A genuine leader is not a searcher for consensus but a molder of consensus.” ~Martin Luther King  
Takeaway: create followers that share same vision
- “Leadership is not wielding authority- it’s empowering people” ~Becky Brodin  
Takeaway: building and developing others
- “Leadership is the art of getting someone else to do something you want done because he wants to do it”. ~Dwight D. Eisenhower  
Takeaway: motivate, instill confidence in others to inspire other action, influence thru inspiration.
- “You cannot be a leader and ask other people and ask other people to follow you, unless you know how to follow too”. ~Sam Rayburn  
Takeaway: Treat others how they wish to be treated (Golden Rule)
- “People ask the difference between the leader and a boss. The leader leads, and the boss drives”.  
~Theodore Roosevelt  
Takeaway: guides through education (mentoring) and reasoning.
- “Control is not leadership, management is not leadership; leadership is leadership”. ~Dee Hock  
Takeaway: leading by proper guidance.
- “A manager says “go”, a leader says, “let’s go”.” ~John Maxwell  
Takeaway: playing coach
- “If you delegate tasks, you create followers. If you delegate authority, you create leaders”.  
~unknown  
Takeaway: mold others to become leaders and celebrate success even small ones.

## **Gender and Development Activities**

### *Data Dis-aggregation*

Data dis-aggregation on the number of walk in clients to determine the number of men and women who avail of our services

Data dis-aggregation of CENRO Maasin employees to determine the number of men and women who contribute to the accomplishment of CENRO Maasin target and serve the public.

### *Webinar*

Attended the webinar on Empowering Women and Men on Gender Responsive Climate Change Mitigation and Adaptation.

### **Forestry Matters**

From September 27 – October 7, 2021, the bulk of clients walking in the office seek for tree cutting permit and as a proof on September 27, 2021, the office was able to release 12 approved tree cutting permits for planted trees within private area. Apart from Presidential Decree (PD 705) and Executive Order No.23, series 2011, province of Southern Leyte is also governed by the provisions of Republic Act 9772 or An Act Imposing Total Log Ban in the province of Southern Leyte and its Implementing Rules and Regulation (DAO 2018-08), Section 4 of the IRR, Exemption from the logging ban, “cutting is allowed subject to the issuance of appropriate clearance/s from the barangay, municipal or city and Provincial Environment and Natural Resources Management Office (PENRMO) on the following activities:

- Harvesting of planted trees within tree plantations both in public (covered by tenurial instruments) and private lands.
- Tree cutting activities relative to the projects approved by the government such as public infrastructure projects, energy developments, establishment of facilities for public utilities and similar undertaking
- Tree cutting for basic services such establishment of transmission and distribution lines for electricity, construction of irrigation systems and prevention of imminent danger to life and property or both of injured, damaged, unhealthy, or deceased trees”.

It is observed that for tree cutting permit of hazardous trees, the office required applicant to submit certification from the City Disaster Risk Reduction Management Office (C/MDRRMO) that the tree/s applied for is hazardous which is not a requirement under the DAO 2018-08, IRR of RA 9772.

It is explicit that DAO 2018 -08 doesn't require certification from C/MDRRM as a requirement for the issuance of cutting permit. In other words, there is no guidelines or legal basis for this requirement and it runs contrary to the provisions of RA 11032 or the Ease of Doing Business.

On the other hand, the action ( investigation conducted on September 30, 2021) taken by the Enforcement Team on the reported ( letter complaint from Eduardo Aniga through the barangay captain of Lanao, Maasin City which was received by the office on September 20,2021 ) regarding clearing of a parcel of land which involved the cutting of indigenous and premium trees was compliant with the requirements particularly on Section 5 of RA 6713 or the Code of Conduct and Ethical Standards for all government officials and employees which require public officials and employees to act promptly on letters and requests by responding to it within 15 days from receipt thereof. In this case Enforcement Team of CENRO Maasin responded on the 10<sup>th</sup> day from receipt of the letter complaint.

The review of the SMP report, part IV of the outline SMP report which provide for the Site Development Activities, the information indicated is general not site specific (like the choice of



species, it should be based on the identified indicator species observed and recorded per site during the actual ground site assessment which is an input to the preparation of planting design. Therefore, observed indicator species should be indicated in this part of the report to justify the choice of species per site. It must be noted that the selection of appropriate species to be planted is crucial to the growth and survival of seedlings. The information on the indicator species per site should be indicated in the SMP report as required by the DAO 2019-03 or the Revised IRR of EO 193.

## **Biodiversity**

### *Review of Mount Nacolod Protected Area Suitability Assessment (PASA) Report*

It is observed that the PASA report as one requirement for the inclusion of Mount Nacolod into eNIPAS as additional component is found to be complete consisting of PASA Form 1 (On Site Observation), PASA Form 2 (Key Informant Interview) and PASA Form 3 (Summary Sheet). The information in each form is enough in terms of substance that is, all information needed are gathered and duly supplied which are critical to determining the suitability of the proposed area and its category. Therefore, the report complies to the requirements of BMB Technical Bulletin No. 2016-04, Procedural Guidelines in the Conduct of PASA.

## **Monitoring of Wildlife Rescue Center (WRC)**

The establishment of the WRC is also covered with Memorandum of Agreement (MOA) between DENR and City of Maasin for the maintenance of the facility.

## **Land Matters**

### *Alternative Dispute Resolution (ADR)*

The office decided to treat a complaint letter of Mrs Nene Plasabas and Editha Quilicot over a foreshore area to be resolved through ADR. It was observed that during the mediation meeting, the processes observed by the Mediation Officer in administering the ADR over this conflict of claims are in accordance with DAO 2016-31, procedure in the investigation and resolution of land claims and conflicts cases.

### *Processing of Land Patents*

In case of CENRO Maasin, the following steps are done in the preparation of patents, such as : records verification to determine the status of land, coordinate with barangay officials, interview with land claimants ( personal information of the applicant, tax declaration, deed of conveyance,) sign of affidavit of witnesses, barangay certification, prepare reports ( final investigation report, verification report, notice of posting, certificate of posting) turn-over to GE for verification, refer to LMO III for preliminary verification and examination, forward to records for verification and assignment of application number, turn -over to LMS staff for indexing and preparation of landholdings, turn over to typist, turn over to GE for checking of TD, referral to LMO III examination of the application including judicial form , turn over to staff for the issuance of order of approval and refer to CENRO

for final examination and approval. This is along step or process, (considering the time and motion and personnel involved).

## **Mining Matters**

The requirements for the application of private gratuitous permit are letter of intent, barangay resolution, city/municipal indorsement, program of works, proof of ownership and area verification report. Few requirements which facilitates easily the processing of application.

## **Environmental**

### *Sanitary Landfill (SLF) Inspection*

Based on the 10-year solid waste management plan of the city of Maasin, it is going to construct a category 2 SLF (greater than 15 TPD less than or equal to 75 TPD) to accommodate the “need of every population, commercial/ industrial establishments and the increase in collection coverage to include some rural barangays”. Category 2 SLF requires these features namely: daily and immediate soil covering, embankment and cell separation, drainage facility, gas venting, leachate collection, leachate treatment, leachate recirculation clay liner per DAO 2006-10 (Guidelines on the Categorized Disposal Facility) and perimeter fence (per city SWM plan). It was observed during the inspection that soil covering at the time was not done, no drainage facility and no gas vents installed. It appears that this waste disposal is not a sanitary landfill but a mixture of open and controlled dumpsite. RA 9003 or the Ecological Solid Waste Management Act of 2000 requires that in 2003, all open dumpsites are converted to controlled dumpsites and by 2006 all controlled be converted into sanitary landfill. City of Maasin is not compliant to the requirements of RA 9003.

## **Leadership and Managerial Exercise**

### *Coaching and Mentoring Session*

SMP documents review showed that there is missing information that needed to be included in the report such as indicator species per site that should be the basis in the recommendation and basis for the selection of appropriate species to be planted. This should be indicated particularly in the site development of the plan.

## **Gender and Development**

### *Data dis-aggregation*

Data dis-aggregation of the CENRO Maasin personnel yielded this information, of the 58 (to include Job Orders) presently working in the office, 33 are men and 25 women. Men outnumbered women. This gives us the impression that there more (in terms of number) men are working, participating and contributing to accomplishing targets and deliverables of the office than women.

Data on clients served in the office showed that from September 27- October7, 2021(excluding weekend), there were 101 walk- in clients, of which 61 were female and 40 males.

### *Values*

FOE provided the opportunity to establish good relationship with the employees of CENRO Maasin and taught the value of collaborating with one another ( teamwork) that is, CDS support MES in its activities and vice versa.

## VII. Challenges

The most important challenges encountered during the conduct of FOE include the following:

*a) Lack of time*

There were some activities like the investigation of the reported illegal cutting at Barangay Lanao, Maasin City and the ADR process on the conflict of claim over a foreshore at San Ramon, Bontoc, Southern Leyte are not yet completed because other process/ steps the former is scheduled later part of the month and the latter is scheduled on October 13, 2021 which limit the learning experience.

*b) Conflict of schedule*

There are activities that are conducted simultaneously that cannot be attended to at the same time. Prioritization must come in.

*c) Multi- tasking*

Being multi-task limit the learning experience.

*d) Developing harmonious relations*

Establishing a good relationship with coworkers is big challenge.

*e) Threats of COVID-19*

Fear of COVID -19 somehow affect the learning and at the same time conducting of some activities.

## VIII. Suggestions and Recommendations

### **Forestry related**

- a. A policy proposal to revise DAO 2018-08, the IRR of RA 9772 or an Act Imposing Total Log Ban in the Province of Southern Leyte particularly Section 4, Exemption from the logging ban, cutting is allowed subject to the issuance of appropriate clearance/s from the barangay, municipal or city and Provincial Environment and Natural Resources Management Office (PENRMO) on the following activities:
  - Harvesting of planted trees within tree plantations both in public (covered by tenurial instruments) and private lands.
  - Tree cutting activities relative to the projects approved by the government such as public infrastructure projects, energy developments, establishment of facilities for public utilities and similar undertaking
  - Tree cutting for basic services such establishment of transmission and distribution lines for electricity, construction of irrigation systems and prevention of imminent danger to life and property or both of injured, damaged, unhealthy, or deceased trees.

#### *Proposed revision on the clearances from 3 levels of LGUs.*

- When the trees to be cut are not to be transported to other places or to another barangay within the a given municipality. It is proposed that only barangay certification/ clearance to be secured by the applicant as a requirement for the application.
- When the trees to be cut need to be transported to other municipality, only municipal certification shall be attached to the application.
- In case where the trees to be cut are to be transported to another provinces, only provincial certification is needed for the application.

#### *Reasons for the proposal:*

- Per document (applications to cut planted trees within planted) review, the contents of the three (3) certification being attached appears to be redundant.
  - To avoid waste of time and money on the part of applicant including the involved offices, thereby achieving efficiency and become compliant to the provisions of RA 11032 or Ease of doing business.
- b. In relation to cutting permit application, when the trees to be cut is hazardous, CENRO Maasin is requiring the applicant to secure another certification from M/CDRRMO that the trees to be cut is hazardous. It is must be noted that DAO 2018-08 doesn't require such certification. It is therefore suggested that CENRO Maasin to disregard the requirement.
  - c. On SMP report, it is suggested that coaching and mentoring session both for CENRO Maasin and San Juan shall be conducted to level off on how to conduct actual SMP on the ground, what data/information to be gathered and how to input in the SMP report.

### **Biodiversity**

- a. On the WRC, it is suggested that both CENRO and City of Maasin shall revisit the MOA entered by between them on the maintenance of the Maasin WRC.

### **Lands**

- a. On the processing of agricultural patents, in case of CENRO Maasin, it involves 14 steps from records verification and CENRO's signature, it is suggested if there is a possibility to shorten the steps.

### **Environment**

- a. On Maasin city waste disposal site, it is suggested that a technical conference to be participated by city ENRO, EMB and PEMU on how to address the problem of the city's disposal site.

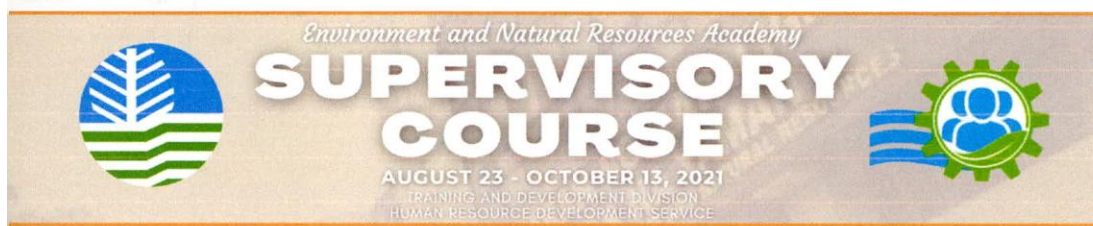
### **GAD**

- a. It is suggested that a GAD corner shall be maintained in the office where GAD updates are posted.

### **Administrative Matters**

- a) It is suggested that CENRO Maasin to prepare an updated office profile.
- b) It is strongly proposed that PENR Office be relocated to strategic place like in the municipality of Sogod to make it accessible to both CENROs ( Maasin and San Juan) and be able to serve the nearby municipalities of Libagon and Bontoc.

## DAILY LEARNING JOURNAL



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL Day 1

Name: Mary Jane C. Honor

Date:  
9/27/21

Office: CENRO San Juan, Southern Leyte

Class 303 Molave

What are your expectations today?

Since its Monday and my first day in my FOE ,these are the things that I would like to know and expect today: to be welcomed by my host CENRO mentor and CENRO Maasin personnel be informed of the purpose of my 2-week stay in the office and be introduced to all personnel especially section chiefs ("meet and greet portion") to familiarize myself with the faces and names of the personnel that I will dealing with for two weeks and just to give myself a sense of belongingness with the group and to make myself a little bit comfortable in my new place of assignment for two weeks; to get copy and know its profile; structure; and 2021 work and financial plan. I need to familiarize office profile to get myself oriented on the area of responsibility (AOR), number of personnel working for the office, determine whether DENR Vision, Mission, Goals and core values and major and priority programs and other important information are being indicated in the profile. I need to know the structure because it gives the idea on the number of people working for the office and its key personnel, their corresponding responsibilities, the line of communication and practically gives me idea on the dynamics of the office. Next to knowing the profile and structure of the office, is I need to get copy of the its 2021 work and financial plan because it will give me the idea on activities / targets to be accomplished this year including the Means of Verifications ( MOVs) so I can plan out on how could I help and assist the office in delivering in any of these things one way or another, given the limited time that I will be staying in the office. I mean, I want also to **substantially and meaningfully contribute** something to my host CENRO during my 2-week stay on the other hand. Finally, I expect that arrangement shall be made for the actual exposure or hands on experience of the different services/ activities such as forestry, biodiversity, lands, mining and environmental matters, in this way, it helps me achieved the purpose of my stay in the office, that is, apart from complying the ENRASC requirements, also to contribute something for the office. Being aware and mindful of this, it gives me the direction, the sense of purpose and the essence of undertaking ENRASC part II, which is the Field Office Engagement (FOE) and being an ENRASC class 303 student.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

I was quite excited. I was welcomed by mentor during the Monday Update and informed the personnel the purpose of my stay in the office. My CENRO mentor prepared a table for me and briefed me of the different sections and their places in the office (office space). He instructed the receiving/ releasing officer to course through all documents received by the office to my table, so I can read, review it and check if all is ready for CENRO's signature and final action. Another activity for the day was a meeting with technical personnel both from PENRO, Southern Leyte and CENRO, Maasin City to discuss on the application of DPWH for area clearance for its project entitled "Network Development- Construction of Bypass and Diversion Roads- Maasin City Coastal Bypass Road" per PENRO Memorandum dated September 15, 2021. It was quite a busy day for me considering that there are a lot of documents to review plus the meeting.



What are your insights with today's experience?

Today's insights include knowing the key personnel of CENRO Maasin City, Southern Leyte such as designated section chiefs, focal persons and coordinators and their corresponding responsibilities per PENRO Southern Leyte Special Order No 2021-03, series of 2021 which designate the CENRO Maasin City Personnel (in compliance with DAO 2019-01). CENRO Maasin has a total of 60 employees this time. Of 58 workers, 38 are regulars and 20 job orders. Out 58 workers, 33 males and 25 females

Being given the chance by my CENRO mentor to read and review all documents today before his final action, gave me the opportunity to get to know and familiarized important processes in the office like issuance of tree cutting permit for planted trees within the private lands and within CBFM area including their required transport documents. In case of issuance of tree cutting permit, Southern Leyte is also governed by the provisions of RA 9772 or the Act Imposing Total Log Ban in the Province of Southern Leyte and its IRR (DAO 2018-08). This makes the province unique from the rest of the country.

Reviewing required documents for tree cutting permit (COV & Certification) for planted trees within private lands prompted me to review and research on relevant laws governing the tree cutting permit such as RA 9772 and its IRR DAO 2018-18, DMC 1999-20, DAO 1988-86, P.D. 953, Manual of Authorities for Technical Matters, E.O 23 and DAO 2004-29 (CRFM, FYWP & RUP) for cutting permit covered by tenurial instruments

Another thing was attendance of meeting of technical personnel both PENRO and CENRO Maasin City purposely to discuss on the application of DPWH District Office, Maasin City, Southern Leyte for area clearance for its project entitled "Network Development- Construction of Bypass and Diversion Roads- Maasin City Coastal Bypass Road". Again, this prompted me to research and review guidelines pertaining to issuance of area clearance for reclamation project which is the DAO 2018-14 or the guidelines on the issuance of area clearance for reclamation projects and proclamation/ special patents over reclaimed lands.

Looking at the gender aspect of the office and its services, I tried to check the office visitor's logbook for walk in client to determine the number of males and females and the number of Senior Citizen being served by the office every working day. Today, there eight (8) males & 11 females and five (5) senior citizens visit to this office to avail services being extended by the office.

Have you observed any opportunities or any challenges in learning today? Describe.

The chance given to me by my CENRO mentor to review documents that are received by the office like application for tree cutting gave me the opportunity to learn more about the requirements or the required documents to be attached for every cutting permit application before it will be received officially by the office. Another one was the encouragement of my mentor to join the technical meeting ( both CENRO & PENRO) on DPWH project gave me the opportunity to give input/ suggestion on how to go about the ocular inspection considering that this is a big project and likely to impact many people and the environment (both direct and indirect impact areas) and many sectors have already aired their opposition to the project. My suggestion was for the technical team to sit again to plan out on how to go about the inspection and assessment activity and discuss what are things to prepare (check list) the scope of the activity to include the responsible person, logistical support (like vehicle, pump boat, food and others). Preparation of plan on how to carry out such activity in the field would facilitate the smooth flow of the activity and making it efficient one.

Minor challenge encountered for the today, I was having hard time getting copy of the CENRO Maasin profile. I approached different persons from planning designate, former and present administrative designate only to find out that the copy of its profile cannot be found. Instead, a PENRO Southern Leyte profile was



to me where it reflected some information regarding about CENRO Maasin.

My challenge was that I was not able to internalized the applicable laws, rules and regulations governing the activities mentioned above, even if I have copies at hand, I need time to comprehend all the relevant laws.

The fear of COVID somehow affect me because it is a threat considering that almost all activity that I undertake need interaction with other people. Somehow, limited interaction affects learning.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

The best practice I have observed in the office that need to be continued is the quick response and action being undertaken by the office on the processing of application of tree cutting permit for planted trees within private land. DENR 2021 Citizen Charter 5<sup>th</sup> edition provided 13 days, 4 hours and 30 minutes processing time. Office records showed that on September 27, 2021 the office was able to release a total of seven (7) cutting permits earlier than 13 days. Below are examples cutting permits processed issued:

- four (4) tree cutting permits whose applications was received by the office on September 24, 2021;
- one (1) cutting permit with application received on September 23, 2021;
- one (1) cutting permit with application received on September 22, 2021
- one (1) cutting permit with application received on September 15, 2021

The office is very efficient in the delivery of this type of service and I am pretty sure that client satisfaction is very high.

Another best practice is that visitor's logbook for external clients is already gender responsive by providing separate a space/ column for male and female clients ( data dis-aggregation).

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO host-mentor



# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021  
TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 2

Name: Mary Jane C. Honor

Office: CENRO, San Juan, Southern Leyte

Date:

9/28/21

Class 303 Molave

What are your expectations today?

To be assigned with the different section chiefs based on the general schedule provided for in the FOE guidelines. Perform another task to be assigned by my CENRO mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

Large part of the morning was spent for the coordinative meeting with DPWH Assistant District Engineer of the province to discuss regarding their request for area clearance for their project. It was a voluntary on the part of the technical team to arrange for a meeting with the DPWH people which was held at the Conference Room of DPWH Office to discuss the application for area clearance for its project entitled "Network Development-Construction of By-Pass and Diversion Roads- Maasin City Coastal By-Pass Road, Southern Leyte. Again, I reiterate my suggestion during the meeting for the inspecting team to sit down before the actual inspection/ assessment activity to prepare a plan that would guide the inspecting team on what to do during the actual assessment to gather the needed data or information that would be the bases for the team's recommendation. My suggestion was carried, and we are going to hold it tentatively on Monday (October 4, 2021). The proposed schedule for the actual inspection is on October 5, 2021. After the meeting, reported back to office for paper works.

In the afternoon, I was designated by my CENRO mentor to represent him for the Information, Education and Communication (IEC) activity for the utilization of harvestable planted trees within the CBFM area (based on approved RUP and cutting permit issued by the regional office) of People's Organization (PO) called Barangay Danao Farmers Association (BADAFA) of the municipality of Macrohon, Southern Leyte. The PO, through its President presented its Investment Operational Plan (IOP) during the activity wherein the plan indicated the sharing of the proceeds of the utilization activity that is, 25% goes to the government and 75% for the PO to be used for the development of the area. I was excited to participate because it was my first time to experience such activity.

What are your insights with today's experience?

The DPWH project "Network Development- Construction of By-Pass and Diversion Roads- Maasin City Coastal By-Pass Road, Southern Leyte" is a big project that are certainly affect the environment, community nearby, marine resources (both direct and indirect impact areas) and the seascape of the city. The meeting this morning with DPWH remind me to review DAO 2003-30 or the IRR of PIESS and DAO 2018-14 "Guidelines on the issuance of area clearance for reclamation projects and proclamation/ special patents over reclaimed area.

By attending the IEC and the presentation of PO BADAFA IOP gave me a deeper understanding and appreciation on CBFM including the importance of CRMF, Five Year Work Plan and Resource Use Plan.

The office was able to serve 2 males, 6 females and 8 senior citizens. Less clients are coming to office due to restrictions to travel brought about by the pandemic.

Have you observed any opportunities or any challenges in learning today? Describe.

By attending the IEC and IOP presentation gave me the opportunity to help the conduct of the IEC and help improved of the contents of the Operational Plan being presented (like the computation of how much they are going to earn from the selling of wood) by the PO by giving inputs to the plan. The challenge is that I was not familiar what is Resource Use Plan because we don't have an experience like that in my office (CENRO San Juan).

During the meeting with DPWH project, I was having hard time understanding on what is really going to be done during inspection that is why I researched what possible laws that are applicable. That is why I proposed for the team to meet before going to the area to discuss possible things to do.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

The effort of the CENR Office to initiate the IEC activity on the utilization of harvestable trees inside the CBFM whose main intention is to inform the people in the community and authorities like local police about the cutting of trees in the area is one example of transparency. To me, that is a good practice to be continued.

Another one, is the effort of the technical team to reach out DPWH to help the latter in its application for area clearance wherein the former set the schedule for coordinative meeting at the DPWH district office was a gesture on the part of DENR Southern Leyte to building a good partnership with other government agencies. That is another good practice to be continued.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO Host-Mentor





Environment and Natural Resources Academy

# SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021  
TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



## FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 3

Name: Mary Jane C. Honor

Office: CENRO San Juan, Southern Leyte

Date:

9/29/2021

Class 303 Molave

What are your expectations today?

I expect to be exposed to forestry matters and gained more experiences from my exposures to forestry related matters. Perform another task to be delegated by my CENRO mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

I started my day by joining the Law Enforcement Team of CENRO Maasin headed by For III Leoncio Ligad to conduct investigation on the reported (based on letter from Eduardo Aniga, a resident of Barangay Cabulian, Massin City) area clearing that include illegal cutting of trees at Barangay Lanao, Maasin City. The cutting of trees is within the private land (Lot No. 8450 whose claimant is certain Narcisco Aniga based on office record) but the trees being cut were naturally grown and some are premium species. The tree species that were cut include Tipolo, Molave, bahai, badbad, balete, malapapaya, malabuyo, kubi, all indigenous species. Based on the initial investigation, it was found out that there is a dispute of claim over this parcel of land. According to the tenant of the land property, he was instructed by certain Dr. Consolacion Santiago Rufflo to clear the area to give way for the establishment of fruit plantation.

As part of the investigation, the team went directly to the office of the Punong Barangay as a courtesy to the local officials, before we proceeded to the site. Upon reaching the area, conducted interview of the tenant of the property and gather necessary information from him, perimeter survey over the area, inventory and recorded the total area, number of trees, species, took geotagged photos over the area. The team leader informs the tenant that they will be invited to the office for further investigation.

After the field work, back to office for some paper works. Reviewed some tree cutting permit application and spent time with my CENRO mentor discussing the guidelines of CBFM.

What are your insights with today's experience?

Refreshed my learnings on how to conduct investigation like reported illegal cutting of trees because for quite a long time I spent more time on the activities of biodiversity conservation and developmental activities. The experience today remind me of the things to do/processes in conducting the investigation such as conduct interview, gather necessary information( names of those who are involved and other circumstances) and evidences, perimeter survey over the area, inventory and recorded the total area, number of trees, species, took geotagged photos of the cut trees, and over the area and took some part of cut trees such as big branches and small felled trees as part of evidences of the act committed. The team leader informs the tenant that they will be invited to the office for further investigation. The experience prompted me to go over some policies (I learnt from ENRA lectures) relevant to the issue at hand like PD705, E.O 23 and its exemptions, RA 9772 and its IRR and its exemptions and DAO 97-32. Per observation and guidelines, the team follow the process and procedure in conducting investigation.

Have you observed any opportunities or any challenges in learning today? Describe.

Joining the investigating team give me the opportunity to learn new experience like this case, conducting investigation of illegal cutting of trees in different place and give me the opportunity to work with CENRO personnel in the field that somehow help us know each other more, develop our good working relationship ,camaraderie and friendship and at the same time meet and greet new people in the area like the barangay officials. However, being not used to such task, I had to ask what to do in the area and observed on what the enforcement team was doing.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

The courtesy call by the team to the barangay officials before proceeding to the site was a good practice.

Noted by:

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EDILBERTO R. ALCARDE  
CENRO Host-mentor







# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 4

Name: Mary Jane C. Honor

Office: CENRO San Juan, Southern Leyte

Date:

9/30/21

Class 303 Molave

What are your expectations today?

Today is my biodiversity day! Expecting to learn some activities undertaken by my host CENRO on Protected Area Management and Biodiversity Conservation. Perform another task that may be assigned by my CENRO mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

I was tasked to review the 125 pages Protected Area Suitability Assessment (PASA) Report of Mt. Nacolod Mountain Range (the remaining natural forest of the province of Southern Leyte which is one of the Philippine most biodiverse area and is considered as a key habitat to some highly threatened species) which is one of the requirements for its inclusion to Expanded National Integrated Protected Areas System (ENIPAS) as remaining initial component. The purpose of the activity is to determine whether it conforms to the standards as required BMB Technical Bulletin No. 2016-04 "Clarifying the procedural guidelines in the conduct of Protected Area Suitability Assessment (PASA)". While reviewing the PASA report, I review some provisions of the RA 11038 or the Expanded National Integrated Protected Area (ENIPAS) and BMBTB No. 2016-04 as my reference in reviewing the PASA report. At same time reviewing and making some inputs to PASA report, I was attending some paper works that needed to be acted upon at the time.

Another activity that has something to do with biodiversity is the inspection of the Wildlife Rescue Facility (WRF) together with Sr EMS Rene Soria of CENRO Maasin and EMS I, Maria Teresita Calimbo of PENRO, Southern Leyte located at Sitio Danao, Barangay Malapok Norte, Maasin City. The activity was part of the regular inspection conducted by the office to determine the health condition of the wildlife being placed in the facility. There were 3 Philippine Monkey (*Macaca fascicularis*), 1 Philippine Hawk Eagle (*Spizaetus philippensis*), 1 Lesser Frigate Bird (*Fregata ariel*) and 1 Rufous Hornbill (*Buceros hydrocorax*).

What are your insights with today's experience?

I was able to familiarize the content of PASA report. In case of Mt. Nacolod PASA report, apart from the introductory part, its main body consist of three (3) parts: First is the PASA Form No. 1 which is the results of on site assessment which describe the general information to include location and accessibility, geographic features, climatic conditions, vulnerabilities of ecosystems and communities, current and projected land uses, socio-cultural profile, economic profile and potential ecotourism sites; bio-physical features to include geological, hydrologic, vegetative, land uses, important flora and fauna, important feeding, nesting area, rest sites and breeding areas; socio-cultural features which include socio-cultural features, cultural practices, land use patterns, social services; institutional and economic features. Second part is the PASA Form No. 2 which is the Key Informant Interview (KII) which provide guide questions to get information on natural, biological, socio-cultural and economic features and economic development

features. Finally, PASA Form No.3 which provides the criteria for the suitability of the proposed area for PA which include irreplaceability, vulnerability, socio-economic importance, naturalness, unique and abundance. Mt. Nacolod got a total rating of 87.5 % which make area suitable to be included in the NIPAS. The category of Mt. Nacolod is protected landscape because there are already existing communities living inside the proposed PA. PASA is a tool in screening and evaluation of proposed areas for its suitability for establishment as protected areas and inclusion in the expanded National Integrated Protected Areas System (ENIPAS). PASA recommend the appropriate category as basis for proper management. That is the essence of undertaking PASA. The report technically follow the guideline on preparing the PASA report

Another interesting experience today is my trip to Maasin City Zoo where the Wildlife Rescue Center of CENRO Maasin is located.at Sitio Danao, Malapok Norte, Maasin City. Had the chance to interview the caretaker on what food he is feeding the birds and monkeys, the frequency of feeding and the condition of the wildlife in the facility and gave my observation of the facility. CENRO Maasin had a budget of One Hundred Thousand Pesos (P100,000.00) for the maintenance of the facility for this year. The food includes fruits for monkeys and birds and meat for the raptor and feeding time is morning and afternoon.

The total of 8 walk in clients went to office today as reflected in the visitor's logbook. Of which 3 were males and 2 females and 3 were senior citizen.

Have you observed any opportunities or any challenges in learning today? Describe.

Given the chance to review the PASA report of Mt. Nacolod, gave me the opportunity to contribute to the improvement of the PASA report by giving input in the report particularly the contents of the PASA Form 3 rating matrix for the suitability criteria. I supplied the evidences to support the rating for every criterion.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

None for now except the one I mentioned on the processing time for the issuance of tree cutting permit. The bulk of clients today and their purpose are related to application of cutting permit.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO Host mentor





# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 5

Name: Mary Jane C. Honor

Date: 10/1/21

Office: CENRO San Juan, Southern Leyte

Class 303 Molave

What are your expectations today?

Expect to gain experiences on land matters. Perform another task to be assigned by my CENRO host-mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

It was a very exciting Friday morning for me considering that there was a schedule for Alternative Dispute Resolution (ADR) of claim over foreshore area at Barangay San Ramon, Bontoc, Southern Leyte involving two conflicting parties Nene Plasabas and Editha Quilicot as claimant -protestant and Celestina Plasabas as respondents, all residents of San Ramon, Bontoc, Southern Leyte. This is my first experience to witness how ADR works. I go over the documents/file of the protest to have some idea on the nature of conflict. The purpose of the ADR is to settle the conflict and come up with a win-win solution acceptable to both parties. Acting LMO III James Bugnos acted as mediation officer for this ADR. He was assisted by LMO I Eduardo Lamoste

After conducting the ADR, I attended some documents received by the office such as request for cutting permits, Self-Monitoring Form (SMF), position paper for the protectant over Lot No. 3284 Cad. 522-D. and order from Regional Trial Court – Recovery of Possession and Ownership of a portion of cultivated timberland.

I visited NGP site in the afternoon together with the assigned Extension Officer at Barangay Guinabonan, Malitbog, Southern Leyte. It is a 30- hectare fruit trees plantation with 6 family heads partners established this year. The visit is part of the regular monitoring undertaken by the office of the NGP sites within its jurisdiction. The growth of seedlings is good, and the area is well maintained.

What are your insights with today's experience?

The experience on ADR gives me an understanding on how ADR works including the different steps and processes. This conflict which makes use of ADR to resolve it started when a protest letter filed in the office by Nene Plasabas which was received on May 20, 2021. In response to the letter, CENRO sent a letter to the protestant Ms. Nene Plasabas and Ms. Editha Quilicot of Barangay San Ramon, Bontoc, Southern Leyte to comply the requirements within 15 days upon receipt of notice such as certification of non-forum shopping, recent 2x2 picture, and payment of P500.00. Upon submission of the required documents, CENRO Maasin made a request through a memorandum dated August 25, 2021 for the issuance of Order of Investigation regarding the protest. On August 27, 2021, PENRO Southern Leyte issued an Order of Investigation. With that, an agreement to undertake ADR proceeding was signed by both parties. CENRO issued a Notice of Mediation Conference inviting the both parties to appear in the office which was schedule on September 28, 2021, however it was postponed to October 1, 2021 at 10:00 o'clock in the morning.



During the mediation conference, the following were done and observed: welcome and introduction, objective of the mediation, the role of mediation, role of the parties, the mediation process, confidentially nature of the proceedings, voluntariness on the part of parties, ground rules were discussed. After the preliminaries, both parties were given chance to say something about the issue and airing their sides. It was agreed that an ocular will be done October 13, 2021 over the disputed area.

The office served only two external clients today, all male

Have you observed any opportunities or any challenges in learning today? Describe.

Being able to observe the Mediation Conference today can be considered as an opportunity for me to learn the ADR process. My challenge for this particular task was that I was not familiar with the ADR process that I need to go my learning materials on ADR and get copy of DAO 2016-31, Procedures in the investigation and resolution of land claim and conflict cases to check whether the required process was followed. The mediation officer at the time did follow the process as provided in the guidelines.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

I have observed that some personnel of CENRO Maasin stayed late in the office to continue their work even beyond office hours and extend overtime services during weekends.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO host-mentor



Environment and Natural Resources Academy

# SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



## FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 6

Name: Mary Jane C. Honor

Office: CENRO San Juan, Southern Leyte

Date:

10/4/21

Class 303 Molave

What are your expectations today?

There is no mining area within CENRO Maasin but I expect to have some exposures on activities related to mining. Perform my duties as interim CENRO. Expect more papers works.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

Join flag ceremony and Monday updates of PENRO Southern Leyte and CENRO Maasin personnel. Monday updates included the updates from the different sections wherein sections chiefs give status of the different activities undertaken by its sections whether they were able to meet the targets and submitted MOVs as schedule per Monthly Implementation Plan (MIP). In the middle part of the activity, I was called to say something, I took the opportunity to say something about ENRA and the reasons why I am reporting to CENRO Maasin, undertaking my Field Office Engagement and thank CENRO Edilberto R. Alcarde of Maasin, CENRO staff and personnel and PENRO for the support extended to me. The activity concludes with messages and instruction from both the PENR Officer and CENR Officer.

As I mentioned above, there is no mining area within CENRO Maasin jurisdiction, but I was able to join the team who conducted area verification for quarry permit (private gratuitous permit) application within private lands. The team composed of the representatives from PENRM Office of the province of Southern Leyte and MGB embedded personnel assigned at PENR Office. We were able to verify three areas (barangays Tam-is, Manhilo, and Bogo, all of Maasin City) applied by private individuals in the city.

After the field work, back to office for some papers to act on such as application for cutting permit and other correspondence like certification on land matters, etc.

What are your insights with today's experience?

Being familiar how to conduct verification of area applied for quarry permit within private lands and the type of permit to be issued that is coterminous with the project which is private gratuitous permit and its requirements to include letter of intent, barangay resolution interposing no objection to the application, city/municipal endorsement, program of work, proof of ownership and area verification report.

I tried to review again, all tree cutting permits issued by the office since September 27, 2021, my first day in CENRO Maasin, I noticed that for tree cutting permit of hazardous trees, the office required applicant to submit certification from the City Disaster Risk Reduction Management Office (CDRRMO which is not a requirement under the DAO 2018-08, IRR of RA 9772 or the An act imposing total log ban in the province of Southern Leyte. Section 4 of the IRR, Exemption from the logging ban, cutting is allowed subject to the issuance of appropriate clearance/s from the barangay, municipal or city and Provincial Environment and

Natural Resources Management Office (PENRMO) on the following activities:

- Harvesting of planted trees within tree plantations both in public (covered by tenurial instruments) and private lands.
- Tree cutting activities relative to the projects approved by the government such as public infrastructure projects, energy developments, establishment of facilities for public utilities and similar undertaking
- Tree cutting for basic services such establishment of transmission and distribution lines for electricity, construction of irrigation systems and prevention of imminent danger to life and property or both of injured, damaged, unhealthy, or deceased trees.

It is explicit that the IRR doesn't require certification from C/MDRRM as a requirement for the issuance of cutting permit. However, according to permitting unit, the office would like to make sure that a certification from C/MDRRM to support that trees applied for are hazardous.

The office was able to serve 23 external clients today. Of the 23, 11 were males and 12 were females.

Have you observed any opportunities or any challenges in learning today? Describe.

I would consider my experience in the actual conduct of area verification as an opportunity to learn how to conduct the inspection which would include careful assessment of the area which is the bases for recommendations in the permit, including the requirements.

The fear of COVID considering that every activity I am undertaking involves interaction with other people.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

One thing I observed is the teamwork among the workers. MES easily collaborates with CDS and vice versa for some regular activities. MES supported CDS activities like the CBFM activities (example, the IEC on the utilization of the trees within CBFM area at Barangay Danao, Macrohon, Southern Leyte)

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO host-mentor





# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 7

Name: Mary Jane C. Honor

Office: CENRO San Juan, Southern Leyte

Date:

10/5/21

Class 303 Molave

What are your expectations today?

To have some exposures on activities pertaining to environment. Perform other task that the office needs to attend to for the day and perform task to be assigned by CENRO- mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

First activity for the day today was monitoring of the final waste disposal facility of the city of Maasin located at Barangay Libhu. The monitoring team included my CENRO mentor, For. Edilberto R. Alcarde, For.III. Leoncio C. Ligad, Ms. Fatima O. Miel, EMB embedded personnel assigned in CENRO Maasin and me. This is in response to a call received by the office from Congressman Roger G. Mercado, the representative of the lone district of the province of Southern Leyte regarding the emission of bad smell in the site.

Another activity for the day was the attendance of the webinar on Empowering Women and Men on Gender Responsive Climate Change Adaptation and Mitigation which was conducted by the Climate Change Service- Central Office. The objectives of the activity to keep DENR personnel updated on how climate change affects to both men and women and how to mitigate the impacts of and become adaptive to climate change.

Review some internal and external correspondence received by the office.

What are your insights with today's experience?

I was curious about the idea of visiting the waste disposal facility of Maasin City simply because this was supposed to be the first "sanitary landfill" in the province. The law (RA 9003) provides that by 2003 all open dumpsites be converted into controlled dumpsites and by 2006 all controlled be converted into either sanitary landfill (SLF) or categorized disposal facility (CDF). The construction of SLF/CDF is embodied in the 10-year Solid Waste Management Plan of the city approved by the National Solid Waste Management Commission (NSWMC) and it is governed by DAO 2006-10 which is the guidelines on the categorized disposal facility. Maasin City belongs to Category I, that is, its net residual waste generated is less than or equal to 15 tons per day (TPD). In case of Maasin City, it is less than 15 TPD. Given this category, the disposal facility should contain important features such as daily intermediate soil cover, embankment/cell separation, drainage facility, gas venting, leachate collection pond, leachate treatment (pond system), leachate recirculation at the later stage of the operation, clay lining. Some of these features are absent in the facility particularly gas vents, leachate treatment pond and drainage except for leachate pond. The reason why the site became smelly because of the degrading biodegradable waste that emits methane. Gas venting will capture the methane gas emitted by the waste. Another observation in the site was that leachate leaks at the sides of the retaining wall of the disposal facility because waste piled up above land surface. Given the observations mentioned above, this facility is not a sanitary landfill, it is a combination open and controlled

dumpsite.

The facility includes a central Material Recovery Facility where recyclables are deposited, and some are processed into by product such as blocks used by the city for its beautification.

Another learning today is about the webinar on Empowering Women and Men on Gender Responsive Climate Change Mitigation and Adaptation. The focus of the webinar included topics on the impacts and provincial trends in climate change, and imperative for climate change adaptation and mitigation, gender, climate change and disasters: issues and recommended programs and action, and behavioral change for environment and climate.

The office has served a total of seven (7) external clients today. Of which, 2 were male and 5 female.

Have you observed any opportunities or any challenges in learning today? Describe.

The visit to the disposal facility of Maasin City gave me an opportunity to share with the workers of the facility and monitoring team regarding my observations in the site. Another one, gave input (in the form of recommendations) to the report prepared by the EMB embedded personnel. My challenge in this task was my failure to come leachate pond due to access trail is covered grasses. Going to the leachate would give me more information about the site.

Another one, while attending (together with GAD Focal Person of CENRO Maasin) the seminar on Empowering Women and Men on Gender Responsive Climate Change Mitigation and Adaptation, provided me an opportunity to share and exchange thoughts and ideas regarding some strategies and practices that are promotive to mitigate to and being adaptive to climate change. My challenge in learning is the poor internet signal.

The challenge that I face everyday is the looming threats of COVID. It limits my activity, limiting interaction with others.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

What I have observed today is that it is already an established practice in the office that reports on investigation, monitoring and inspection are prepared in CWS form. CSW facilitates timely decision making. That is a good practice.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO Host-mentor





# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL Day 8

Name: Mary Jane C. Honor

Date: 10/6/21

Office: CENRO San Juan, Southern Leyte

Class 303 Molave

What are your expectations today?

Today is one of most exciting days in my FOE because I am to undertake an exercise on leadership and managerial competencies.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

Talk and discussed with my CENRO mentor how to go about my exercise on leadership competencies. I discussed with him about my proposal/ plan to conduct mentoring and coaching session today with NGP staff (considering the limited time) on how to prepare Survey, Mapping and Planning (SMP) Report particularly the contents of the individual site profile and developmental activities as part of the People Development which is one of the competencies that a leader must possess. My CENRO mentor agreed and we arranged the activity immediately. The activity started at 8:00 o'clock in the morning and ends at past 12:00 o'clock noon. It was attended by the NGP staff and we reviewed the 2021 SMP report (every page and paragraph) and guided them by asking questions when there are parts of the contents that need to be improved, enhanced or deleted. We were able to review the entire 33 pages document and improved its contents. There was a proposal from the NGP Focal person to level off this matter with all personnel in the provincial level (both CENRO Maasin and San Juan) by conducting session on how to conduct SMP particularly site assessment on the ground and social preparation. It was agreed that the activity be conducted before the end of November this year because NGP staff will start conducting SMP activities by December this year for its 2022 target. I will lead the activity as agreed.

In the afternoon, I lead the team from CENRO Maasin and PENRO Southern Leyte to attend the IEC activity of the PNP station of Maasin City headed by PLTCOL Mariano Epilogo, and the SOCO group as part of building network and partnership with other government agencies. I gave message during the program in behalf of CENRO Officer and the focus of my message was about the importance of building partnership with other government agencies, a little bit of the importance of the KALIGKASAN program of PNP and propose some activities where DENR and PNP could collaborate locally in terms of environmental activities like IEC particularly on solid waste management, clean- up activities and tree planting. The activity was attended by barangay officials, church groups, people's organization and women's group.

What are your insights with today's experience?

One of the most important activity in the actual conduct of SMP is site assessment wherein the biophysical attributes of the sites are observed and recorded particularly indicator species, the terrain, presence of creeks and rivers, conduct perimeter survey, collect soil samples and more. I observed that these are not reflected in the SMP document including the social preparation aspect such as IEC. These were things being incorporated as input to improve the SMP report during the coaching and mentoring session this morning and NGP staff were able to realize it and were able to identify such deficiency of the report and corrected the report to put the above-mentioned information in the plan.

Have you observed any opportunities or any challenges in learning today? Describe.

The exercise on leadership particularly the coaching and mentoring session with NGP staff by reviewing the SMP report gave the opportunity to help improve the contents of the plan and the same time improving the knowledge of the NGP staff on how to prepare the SMP report particularly on its contents.

Lack of time was the problem at the time. We don't have the time to put all the information needed in the SMP report.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

The best practice that I have observed today is the support extended by the office to the activity with other government agencies like PNP, PO and church group. This foster partnership and alliances and the economies of scale of external partnership and networking.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO Host-mentor





# Environment and Natural Resources Academy

## SUPERVISORY COURSE

AUGUST 23 - OCTOBER 13, 2021

TRAINING AND DEVELOPMENT DIVISION  
HUMAN RESOURCE DEVELOPMENT SERVICE



### FIELD OFFICE ENGAGEMENT DAILY LEARNING JOURNAL

Day 9

Name: Mary Jane C. Honor

Date: 10/7/21

Office: CENRO Maasin City

Class 303 Molave

What are your expectations today?

I expect additional experiences on forestry, biodiversity, lands, mining, environment and leadership. Perform another task to be assigned by my CENRO mentor.

Describe your day. (i.e. type of activity, task, its purpose, who is involved, etc.)

I started my day by attending a meeting with the CENRO & PENRO inspecting team, DPWH and city agriculture office for the DPWH project "Maasin City By-Pass Road". This meeting was supposed to happen last Monday (October 4, 2021) purposely to plan on how to go about the inspection and what are the data/ information to gather in the area.

Another important activity today was the mentoring session with my CENRO host as mentor about leadership by sharing and discussing some famous leadership quotes on how to be great leader.

Review some documents in the office.

Participated the health and wellness activity of the office in the afternoon.

Exit Conference will be done tomorrow before my departure to my mother unit.

What are your insights with today's experience?

Great insights I gained today was the mentoring of my CENRO host on great leadership qualities by sharing and discussing to me some famous quotes on leaderships to include the following:

- "A great leader is the who knows the way, goes the way, and shows the way". John C. Maxwell  
Takeaways: inspire by proper guiding, mentoring people; practicing what is being preached/ "walk the talk"
- "If your actions inspire others to dream more, learn more, do more and become more, you are a leader.". John Quincy Adams  
Takeaways: inspire, motivate and empower other to believe in themselves
- "Leadership is about being of service to others, not being served by others. Be a mentor, not a boss". unknown  
Takeaways: to serve not being served
- "The goal of an effective leader is to recondition your team, to be solution focused and not problem". Unknown  
Takeaways: purpose driven, being positive and solution rather problem focused
- "A boss create fear, leader confidence. A boss fixes blame, a leader corrects mistakes. A boss knows al, a leader asks questions". Russel Ewing  
Takeaway: empowers and building confidence in people, respect others, correct mistakes of others and ask questions.



- “People buy into the leader before they buy into the vision” John C. Maxwell  
Takeaway: trusted
- “Strong leaders don’t put others down, they lift them up”. Michael P. Watson  
Takeaway: lifting and bring out the best of others
- “A genuine leader is not a searcher for consensus but a molder of consensus” Martin Luther King  
Takeaway: create followers that share same vision
- “Leadership is not wielding authority- it’s empowering people” – Becky Brodin  
Takeaway: building and developing others
- “Leadership is the art of getting someone else to do something you want done because he wants to do it”. Dwight D. Eisenhower  
Takeaway: motivate, instill confidence in others to inspire other action, influence thru inspiration.
- “You cannot be a leader and ask other people and ask other people to follow you, unless you know how to follow too”. Sam Rayburn  
Takeaway: Treat others how they wish to be treated (Golden Rule)
- “People ask the difference between the leader and a boss. The leader leads, and the boss drives”. Theodore Roosevelt  
Takeaway: guides through education (mentoring) and reasoning.
- “Control is not leadership, management is not leadership; leadership is leadership”. Dee Hock  
Takeaway: leading by proper guidance.
- “A manager says “go”, a leader says, “let’s go”.” John Maxwell  
Takeaway: playing coach
- “If you delegate tasks, you create followers. If you delegate authority, you create leaders”.  
Takeaway: mold others to become leaders and celebrate success even small ones.

Have you observed any opportunities or any challenges in learning today? Describe.

Mentoring by my CENRO host gave me the opportunity to know additional qualities of great leaders.

Cite/enumerate office practices that you think should be continued and/or discontinued. Explain why.

Zumba activity every Thursday needs to be continued.

Noted by:

  
EDILBERTO R. ALCARDE  
CENRO Host-mentor

## PHOTO DOCUMENTATIONS

### DAY 1 (SEPTEMBER 27,2021)



Courtesy call to CENRO Host-mentor, For. Edilberto R. Alcarde



Briefing regarding the different sections in the office



CENRO Alcarde requested the admin Focal Person to extend the necessary support



My first working day in CENRO Maasin



Took a pose before starting work for that day



Attended meeting to discuss the DPWH request for area clearance



Pay visit to PENR Officer, Atty Dario O. Suarez



**DAY 2 (SEPTEMBER 28, 2021)**



Meeting with Assistant District Engineer of DPWH Maasin District Office on its area clearance application (before the meeting proper)



A photo taken during the meeting presided by the Assistant District Engineer.



Giving message in behalf of CENRO Alcarde during the IEC of PO BADAFA at Barangay Danao, Macrohon, Southern Leyte



A photo opportunity with the local police, PO members and constituents of barangay Danao, Macrohon, Southern Leyte

## DAY 3 – September 29, 2021- Forestry Day



Part of the cleared area at Barangay Lanao, Maasin City



Pile of felled trees



Some members of the investigating team waiting instruction from the leader



Interviewing the tenant of the land.



Barangay Hall of Lanao, Maasin City



Bringing some felled trees as evidence



## DAY 4 – September 30, 2021 – Biodiversity Day



A photo taken while reviewing the copy of PASA report of Mount Nacolod.

### Monitoring of the WRC at Sitio Danao, Baranagay Malapok Norte, Maasin City





## DAY 5- October 1,2021 – Land Matters Day



Discussed with CENRO Host-mentor on the activities for the day

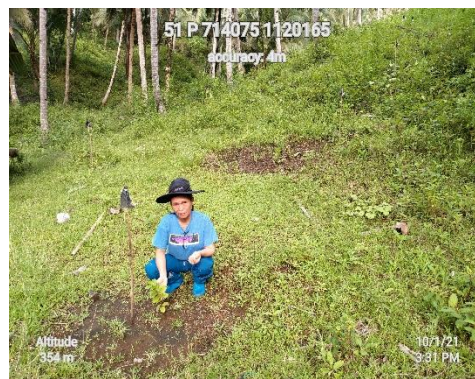


Review of NGP voucher while waiting for the mediation conference



Mediation conference

### Monitoring of NGP site ( fruit trees) at Guinabonan, Padre Burgos, Southern Leyte





## DAY 6- October 4, 2021 – Mining Day



Attending the needs of walk-in clients.

### Area Verification



Area verification at Brgy. Tam-is ,  
Maasin City



The quarry site ( 3,000 sq. m )at  
Brgy. Tam-is, Maasin City



Area verification at Barangay  
Manhilo, Maasin City



Quarry area (631 sq. meters)  
Brgy. Bogo, Maasin, So. Leyte



Inspection of area (3.6  
hectares) at Barangay Bogo,  
Maasin City



The quarry site at Barangay Bogo,  
Maasin City



**Day 7 – October 5, 2021 – Environment Day**



Pile of waste dump at the site (cell)



MRF at the facility



Center of the cell



Truck unloading collected wastes



Webinar on Empowering Women and Men on Gender Responsive Climate Change Adaptation and Mitigation



**DAY 8- October 6, 2021- Leadership and Managerial Day**

**Coaching and Mentoring Session with NGP staff to improve the SMP report**

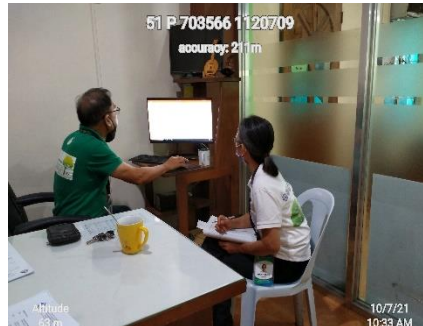




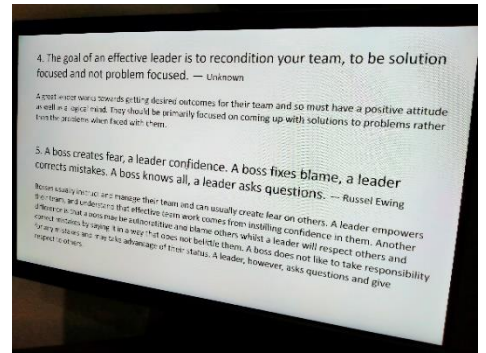
DAY 9- October 7, 2021



One on one coaching on steps in patent processing by coach LMO III, James Bugnos



Mentoring on qualities of great leader by my CENRO Host-mentor



A slide showing the qualities of great leaders.



Meeting of technical personnel to plan the inspection of DPWH project



Another photo during the meeting



Zumba time part of the Health and Wellness Program of CENRO

**DAY 10 – October 8, 2021**

Exit Conference with CENRO Maasin City personnel

