



Environment and Natural Resources Academy
**SUPERVISORY
COURSE**

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TRAINING AND DEVELOPMENT DIVISION
HUMAN RESOURCE DEVELOPMENT SERVICE



MY SUPERVISORY CHALLENGE IN CENRO-SIPOCOT

Field Office Exposure Terminal Report

Submitted to the Training and Development Division

Human Resource Development Service

Department of Environment and Natural Resources

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PENRO-CAMARINES NORTE

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I. INTRODUCTION

Background

Part of the Environment and Natural Resources Academy-Supervisory Course (ENRA-SC) is the exposure of the learner to the actual office and field undertakings in the Community Environment and Natural Resources Office (CENRO). The Field Office Engagement (FOE) covers the period from September 27-October 08, 2021. However due to the threats of COVID 19 pandemic, learner must cope with the limitations implemented by the CENRO-Host/Mentor with extra precautionary measure to avoid exposure to the virus. Even in the conduct of field works, learner must be restricted to the place to be visited and whenever necessary, complete observance with the minimum health protocols must be considered.

CENRO-Sipocot, Camarines Sur was the selected host/mentor being the nearest to my office in PENRO-Daet, Camarines Norte. CENRO Eduardo C. Ampongan has been requested to assist me in the different program/projects/activities in the office and be able to learn from the daily work assignments/tasks given to me. It was a very rewarding and productive experienced considering that the CENRO host/mentor and the personnel were very accommodating, hospitable, and trusting. Most of my needed assistance were provided including logistics and service vehicle used in my field activities. All of these were completed through the full assistance and support of SvEMs Melinda O. Rivero, who assisted me all throughout my FOE.

My challenges in the FOE focus on the priority agenda of the Department to include:

- a. Intensification of the Environmental Protection;
- b. Enhanced National Greening Program;
- c. Intensification of Forest Protection and Anti-Illegal Logging;
- d. Improved Land Administration and Management; and
- e. Enhanced Biodiversity Conservation.

The related program/projects/activities implemented by the CENRO including the different strategies applied were noted and analyzed as to how the leadership competencies of the CENRO Host/Mentor and his staff/personnel harmoniously joined forces to deliver the service upholding the mandate, mission, and vision of the department.

Though ten (10) days of my stay in the Office was not enough to comprehensively explore the very purpose of my FOE, but I am confident enough that majority of my insights, suggestion and recommendation will improve my knowledge, skills, and values as future leader.

In the succeeding discussion of my FOE Terminal Report, it is worth saying that leadership competencies of the CENRO based on strategic leadership, leading change, people development, performance management, partnership and networking are very crucial in the daily operation and management of the office. The practices and the culture of the employees in general also rely on the internal and external influences and support mechanism to deliver the quality output in due time.

The challenge is always a part of management endeavor and as leader, it is important to translate such challenge into opportunity through the adoption of the art and science of decision making in cooperation with the people inside the institution.

- **Objectives**

1. To be able to immerse, expose and work with the CENRO-Sipocot host/mentor, staff and personnel and learn various leadership styles and office cultures.
2. To implement and accomplish all the given tasks and assignments by the CENRO Host/Mentor and identify the challenges and opportunities.
3. To recognize the values, skills and knowledge acquired as foundation to the future role as potential CENRO equip with leadership and managerial competencies.

4. To highlight the importance of sharing the experiences, knowledge, and skills with the CENRO Host-Mentor, staff, and personnel.
5. To give my insights in the FOE and recommend/suggest the necessary course of action to be taken for the improvement of the services of the CENRO to the public.

- **Expectations**

In my Field Office Exposure (FOE), the following are my expectations:

1. To attain the objectives of the FOE with the assistance and support with the CENRO Host/Mentor, the staff, and personnel of CENRO Sipocot, Camarines Sur;
2. To improve my managerial and leadership capabilities through the immersion and exposure to the different challenges and opportunities in CENRO-Sipocot;
3. To learn from the innovations and best practices employed in the CENR Office and to be able to duplicate the learning upon return to my office;
4. To apply the sectoral learnings acquired during webinar/classroom session in the daily tasks to be assigned by CENRO Host /Mentor; and
5. To relate the competencies of the CENRO Sipocot host/mentor, staff, and personnel in terms of functional, core, organizational, and leadership in rendering quality public service.

IV. CENRO Profile

Warm Bodies in CENRO-Sipocot

Name	Salary Grade	Position/Designation
Eduardo C. Ampongan	24	CENR Officer

Melinda O Rivero	22	SVEMS/Chief, Regulation ann
Vivencio C. Cabanayan, Jr.	22	SVEMS/Chief, Conservation and Development Section
Angelito L. Rotaquio	18	Forester III, Chief, Monitoring and Enforcement Section
Raymundo R. Chavez	16	Engineer II/Head Survey and Mapping Unit
Francis M. Florece	15	Forester II/ Head Surveillance and Intelligence Unit
Mylene M. Betiz	15	Forester II/Head, Compliance Monitoring and Investigation Unit/Designated Planning and Budget Officer
Joahnna B. Vargas	15	EMS II/Head, Coastal Resource Unit/APASU, LCNP
Jean Sinforosa O. Lopez	15	LMO II/Head, Patents and Deeds Unit
Marites A. Callo	11	EMS I/CWCH Focal Person
Orlando C. Comprado	11	EMS I/ Head PA Management and Biodiversity Unit
Reynaldo G. Tarum	11	Forester I
Mei Ann Joy DE Leon	11	Forester I
Cristina A. Reburiano	11	Forester I
Joan F. Dunca	11	LMO II
Orly B. Cirujales	11	Special Investigator/ADR Officer
Benjie B. Buag	10	Administrative Officer I/Records Officer/CSS and SPICS Focal Person
Emma E. Bustamante	9	Credit Officer
Noeh J. Salvino	8	Forest Technician II/Head, Forest Utilization Unit
Mario Benedicto B. Mendoza	8	Forest Technician II/Head, Forest Resource Utilization Unit
Tirso M. Abante	6	Forest Technician I
Imelda A. Dela Torre	6	Forest Technician I
Jannel E. Canotal	6	Forest Technician I/Head, Wildlife Resource Permitting Unit
Ronnel B. Cabase	6	Forest Technician I
Ina Gracia C. Geronimo	6	Forest Technician I
Eddie F. Catapang	6	Forest Technician I/CBFM Coordinator/PIO
Marichris L. Monreal	6	Land Management Inspector

Maryann A. Roncesballes	6	Land Management Inspector/IT Focal Person
Ronnie B. Nebres	6	Land Management Inspector
Glorelie I. Ballester	6	Administrative Aide IV
Marie Charmaine M. Botor	6	Administrative Aide IV
Jonard Jake R. Nopre	6	Cartographer I
Rowena P. Bahalla	4	Engineering Aide
Hernando M. Penaflor	4	Forest Ranger
Domingo C. Canavers	4	Forest Ranger
Girlye B. Astor	4	Forest Ranger/Supply Officer
Lydia B. Amante	4	Forest Ranger
Ariel C. Andes	4	Forest Ranger

Contractual/Job Orders

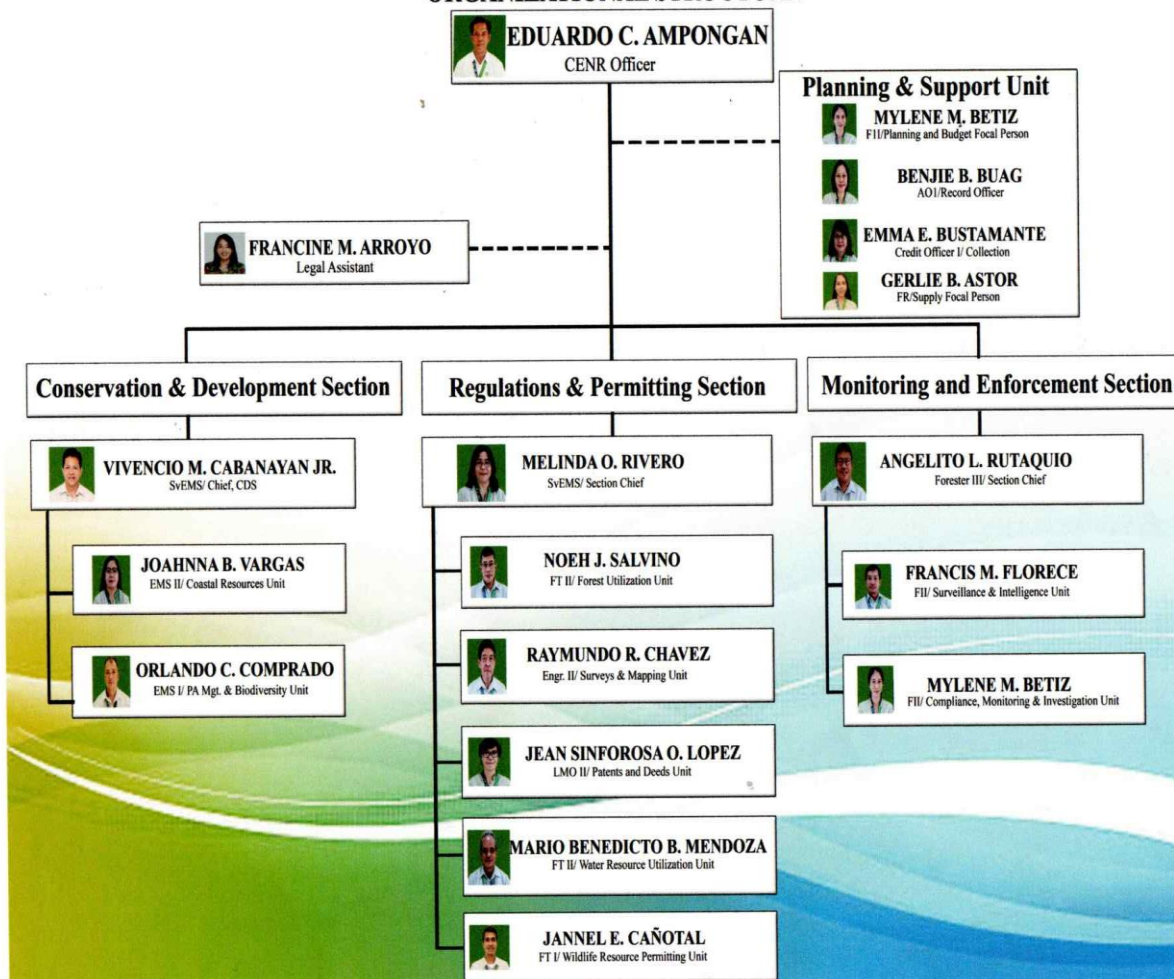
- 8 Support Staff
- 10 Forest Extension Officers
- 11 Forest Protection Officers (Charged to GAA)
- 17 Forest Protection Officers (Charged to BBB)

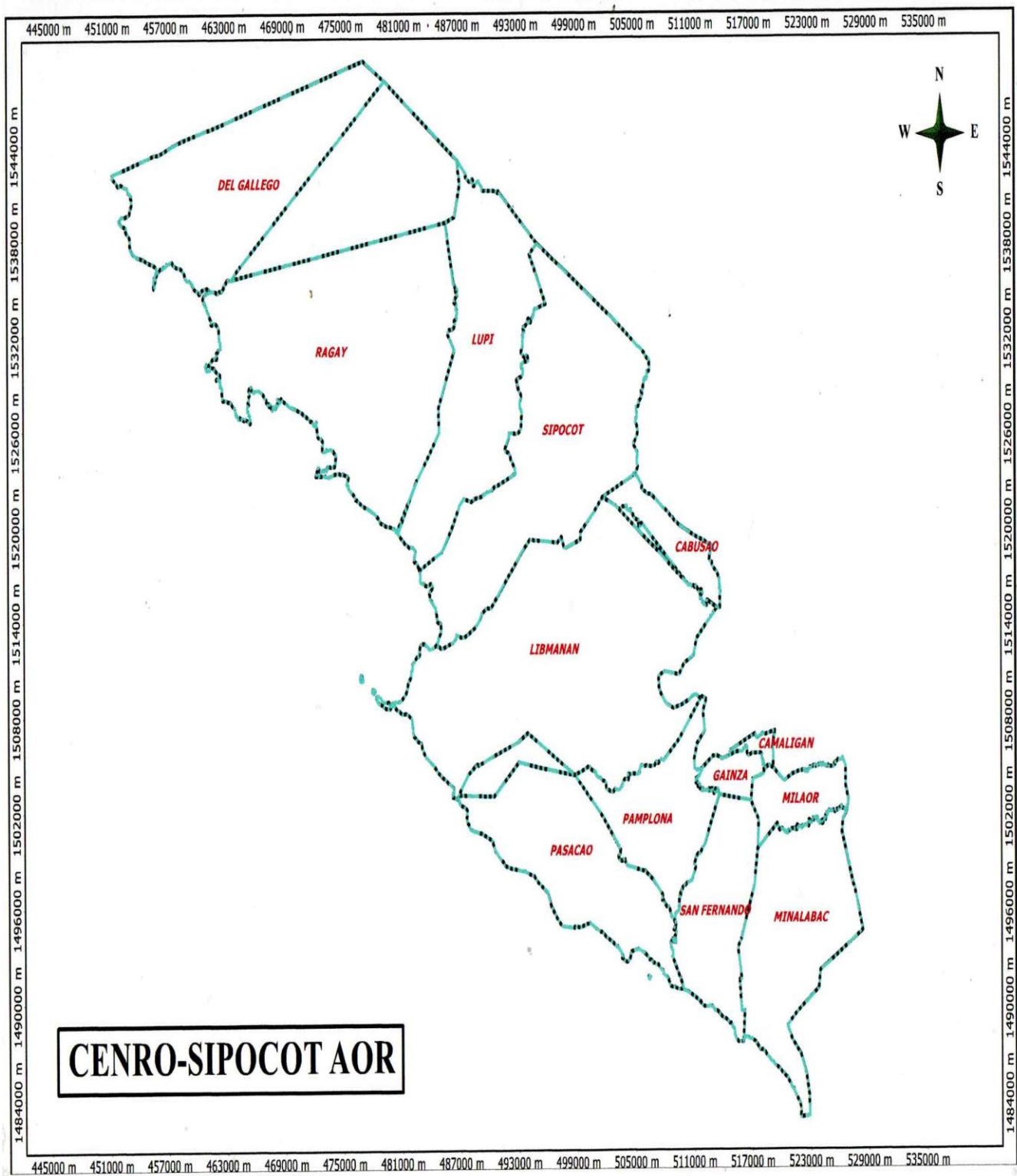
CENRO Sipocot Organization Structure

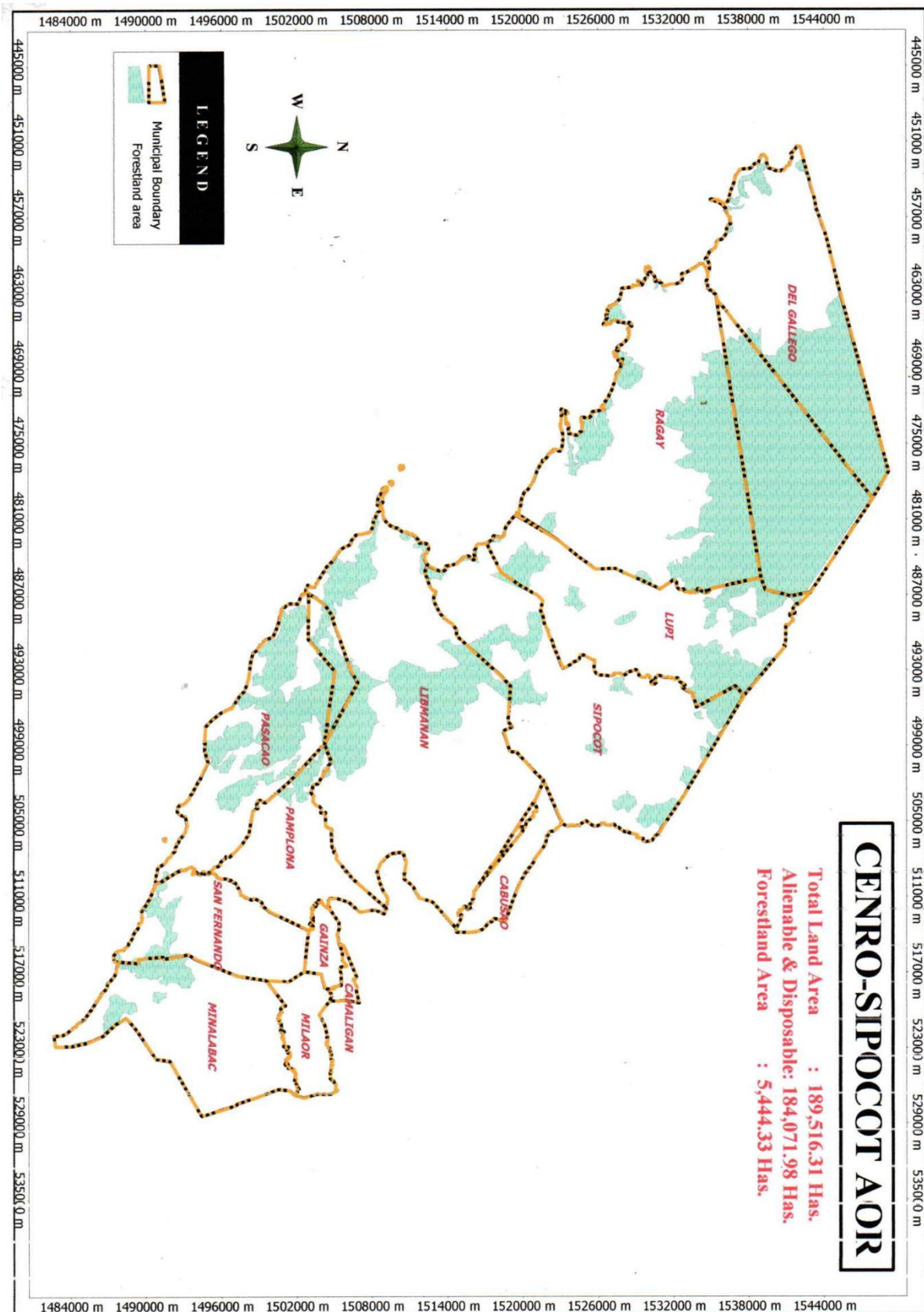


Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Sipocot, Camarines Sur

ORGANIZATIONAL STRUCTURE







- **Location**

PENRO Camarines Sur is composed of three (3) CENROs namely CENRO-Sipocot, CENRO-Goa and CENRO-Iriga City of which one of these Offices is the subject of my Field Office Exposure (FOE).

CENRO-Sipocot is located at South Centro, Sipocot, Camarines Sur. Found in the Southwestern part of the island of Luzon approximately 400 kilometers from Manila. It has jurisdiction over three (3) Districts and thirteen (13) Municipalities. Five (5) municipalities in District I to includes the Municipalities of Cabusao, Del Gallego, Lupi, Ragay, and Sipocot, seven (7) municipalities in District II includes the Municipalities of Gainza, Libmanan, Milaor, Minalabac, Pamplona, Pasacao and San Fernando and one (1) municipality in District III the Municipality of Camaligan.

Per Land Classification, it has a total area of 191,378 hectares of which 135,020 hectares is within the Alienable and Disposable Land (A & D), 56,964 classified as Forestland, 4,406 hectares or 8% is categorized for Protection Forest Land and 49,558 or 87% for Production Forestland.



- **Other Relevant Information**

CENRO Sipocot has a total of 38 permanent or plantilla positions of which 19 are females and 19 are males. There are a total of 45 Contractual/Job Orders wherein 8 are Support Staff, 10 Forest Extension Officers (FEO) and 27 Forest Protection Officers (FPO). The present work force is working together through the leadership of CENR Officer Eduardo C. Ampongan, to implement the mandate, mission, and vision including the priority agenda of the department. These priority agenda include the:

- a. Intensification of the environmental protection;
- b. Enhanced National Greening Program;
- c. Intensification Forest Protection and Anti-Illegal Logging;
- d. Improved Land Administration and Management; and
- e. Enhanced Biodiversity Conservation.

For the General and Administrative Support, the CENRO is continuously holding its Monday Program after the Flag Ceremony. The Section and Unit Chiefs reported their accomplishments and activities conducted in the preceding week including the discussions of the issues and concerns encountered. Compliance to Citizens Charter requirements have also conducted by updating the Major Frontline Services and ensure that the same are posted in the conspicuous place of the office. Among the Major Frontline Services include:

- a. Issuance of Certificate of Tree Plantation Ownership Certificate
- b. Issuance of Self-Monitoring Form
- c. Issuance of Certificate of Verification (COV) for transport of Planted and Non-Premium Trees within Private Land, Non-Timber Forest Products except Rattan and Wood Processing Plant (WPP) to other WPP
- d. Application for Chainsaw Registration
- e. Issuance of Tree Cutting and/or Earth-balling permit for DPWH Project
- f. Issuance of Tree Cutting Permit for Planted Trees (Tenured Forestland or Private Land), or Trees (Planted or Naturally Grown) that Pose Threat to Human Lives and Properties

- g. Issuance of Private Land Timber Permit (PLTP) for Non-Premium Species, or Special Private Land Timber Permit (SPLTP) for Premium/Naturally Grown Trees within Private/Titled Lands
- h. Issuance of Certification of Land Status and/or Certification of Survey Claimant
- i. Issuance of Survey Authority
- j. Application for Agricultural Free Patent
- k. Application for Residential Free Patent

The Office also initiated some safety measures in response to COVID-19 pandemic wherein regular disinfection and sanitation were conducted, work from home arrangement, mandatory requirement of wearing face mask, face shield and observance of social distancing. Designation of the holding area for walk-in clients was installed with provisions of health standard while the personnel were provided with health supplies. The comfort rooms were renovated, and water system was improved for continuous water supply.

For Support to Operation, Data Management through Enhanced Forest Information System (eFIS) per Technical Bulletin no. 8-A, otherwise known as the Adoption of Enhanced Forestry Information System was maintained. This is a web-based integrated forestry application system database for the efficient forest data generation. Included in the activity is the preparation of data through the Manual Data Entry (MDE) with the encoding of approved Certificate of Tree Plantation Ownership (CTPO) for Public Land Management Information System (PLMIS) and submitted to PENRO for consolidation. Another activity in Support to Operation is the conduct of Forest Resources Assessment. The activity involves the field measurement, inventory and observation within the FRA tract and Sampling Plot. Lastly, the conduct of Monthly Price Monitoring wherein the prevailing market price of the domestic wood panel products, non-timber forest products are monitored.

Regular Activities of the CENRO per Approved Work and Financial Plan or under the General Appropriation Act this CY 2021 anchored with the priority agenda of the Department are as follows:

a. Intensified Environmental Protection

This includes the monitoring of Environment and Management Bureau in the implementation and compliance of the LGU in the provision of the Ecological Solid Waste Management Act or RA 9003. Embedded contractual personnel assigned in CENRO Sipocot is tasks to execute, monitor and assist the LGU for environmental protection, conduct information education campaign (IEC), monitor the operation of Material Recovery Facilities (MRF) funded by EMB and LGU, assistance in the monitoring of Residual Containment Area (RCA), monitor of the safe closure plan for open dumpsite, assist in the preparation of 10-Year Solid Waste Management Plan and monitor its update.

b. Enhanced National Greening Program

Based on EO 26 Series of 2011 issued on February 15, 2011, the past administration was able to establish 1.7 million hectares with 1.3 billion seedlings and generated million jobs. This further implemented by the present administration under the issuance of EO 193 Series of 2015, expanding the coverage of the National Greening Program with the target of establishing 1.2 million hectares from 2017-2022.

CENRO Sipocot has established 23,527.067 hectares from 2011-2020 with different commodities in various municipalities. This CY 2021, the target NGP activities include:

- Comprehensive Site Development-
- Protection and Maintenance of Existing Plantation (PMEP) Year 2
- Protection and Maintenance of Existing Plantation (PMEP) Year 3
- Maintenance of graduated NGP from CY 2011-2016 through Enhancement Planting
- Enhancement of Graduated NGP
- Build Back Better (BBB) Projects Key Results Area 6

c. Intensified Forest Protection and Anti-Illegal Logging

Among the implemented activities are as follows:

- Issuance of cutting and harvesting permit
- Assessment of Certificate of Stewardship Contract (CSC)
- Apprehension of Undocumented Forest Products including Non-timber Forest Products, Vehicle, Equipment and Other Implements
- Immediate Administrative Adjudication Proceedings
- Support to investigation, filing and prosecution for criminal complaints
- LAWIN Forest and Biodiversity Protection System
- Appraisal of Foreshore Leases

d. Improved Land Administration and Management

- Residential and Agricultural Free Patent
- Survey of School Site
- Special Patent
- Resolution of Land Disputes
- Provision of Alternative Disputes Resolution (ADR) on Land Disputes

e. Enhanced Biodiversity Conservation

• Protected Areas, Caves, and Wetland Management

- Survey and Registration of Protected Area Occupants (SRPAO)
- Implementation of Biodiversity Monitoring System (BMS)
- PAMB Meeting
- Ecotourism Management
- Integrated Protected Area Fund (IPAF)
- Management of Caves and Cave Resources/Cave Evaluation.
- Implementation of Cave Management Plan
 - Consultation Meeting
 - Coordination with the BLGU

- Fabrication and installation of billboards
- Community Education and Public Awareness (CEPA)
- Tree planting Activity

-Implementation of Wetlands Site Management Plan

- Partnership with LGU
 - Monitoring and patrolling within CWCH
 - Protection and Conservation and Migratory Bird
 - Upgrading and Enhancement of Ecotourism Facilities
 - Management of Visitors
 - Revenue Collection
- **Wildlife Conservation**
 - Population and Habitat Monitoring and Protection of Marine Turtles
 - Deputation of Wildlife Enforcement Officers
 - Participation To Barangayan of the Department of Interior and Local Government (DILG)-retooled community support program highlighting Serbisyo Caravan and Solution Seeking Table participated in by National Government Agencies

f. Gender and Development

- Activities to highlight gender mainstreaming in the different activities of the CENRO programs/project and activities
- Gender related activities to include the participation in the:
 - World Wetland Day
 - World Wildlife Day
 - National Women's Month Celebration
 - Month of the Ocean
 - Environment Month

V. TASK DETAILS

➤ **FORESTRY**

a. Enhanced National Greening Program (ENGP)

During the immersion, I was able to visit two (2) graduated NGP of CENRO Sipocot in Barangay Lubigan, Jr., Sipocot Camarines Sur, implemented in 2012 and 2013 with the commodities of Pili and Cacao. The survival rate is relatively high as I can observed the series of planted Pili strips with 2-3 meters height and 5-7 centimeters tree diameter. The Cacao trees were already fruiting and ready for harvesting few weeks from now. Somehow, these are examples of remarkable success story in the implementation of the NGP/ENGP under the jurisdiction of CENRO Sipocot. Accordingly, this can be attributed to the cooperation of the partner implementer, concern community, and the Local Government Units (LGU). Per information of the NGP Coordinator, FI Mei Ann Joy De Leon, continuous rehabilitation of graduated NGP sites were conducted specifically those with low survival rate. A total of 27 Forest Protection Officers (FPO) were being hired and utilized in the maintenance and protection activities. The Office also hired 10 FEO who also joined us in the inspection of the NGP sites and supervised the implementation of ENGP by the partner implementer. Accordingly, they were assigned in the different project sites with the 300-hectares area coverage. Other strategy conducted was the implementation of Enhancement Planting through hiring of additional pick-up laborers to facilitate the replanting activities.

For Calendar Year 2021, the CENRO has a target of 592 hectares Comprehensive Site Development (CSD) with Coffee and other Fruit Commodity in the municipalities of Sipocot, Ragay and Pasacao. Protection and Maintenance of Existing Plantation (PMEP) Year 2 has a coverage area of 258.97 hectares and PMEP Year 3 has 1,595.55 hectares. These are in the municipalities of Libmanan, Del Gallego, Lupi, Sipocot, and Ragay. On the other hand, a total of 920.69 hectares graduated NGP has also an on-going replanting and PMEP activities. The early determination of the plantable area based on the Survey, Mapping and Planning (SMP) were also conducted prior to the plantation establishment to

identify possible expansion site to avoid shortfall in the area planted. The schedule of inspection/validation of accomplishment was prepared in advance and inform the partner implementer to facilitate the implementation of the project based on approved Contract and Work and Financial Plan.

b. Monitoring and Enforcement

To verify the activities conducted by the Monitoring and Enforcement Section (MES), I have conducted the review of their accomplishment reports and the means of verification (MOVs) submitted. As of September 2021, the Section has already recorded a total apprehension of 8,818.72 board feet out of 5,500 board feet target or 160.34% accomplished. This is so because of the collective efforts and support of the other law enforcement agencies like the Philippine National Police (PNP), Philippine Army (PA), and the LGUs. These agencies also assisting in the filing of criminal complaint in court of which the office has already accomplished five (5) cases filed out of four (4) cases target or 125% accomplishment. The conduct of Administrative Adjudication Proceeding (AAP) has already accomplished where the target of six (6) cases filed is already 100% completed. The hired Legal Assistant II also assisted in the conduct of AAP. The MES also handled the supervision of the 11 FPOs of which they are also utilized in LAWIN Patrol. I was able to meet them and conducted the interview to check their knowledge and skills in the jobs and functions inherent to the position. Accordingly, they are assigned in manning the LCNP with a shifting schedule of 8 days per month per FPO, conduct replanting in the graduated NGP and conduct IEC. For the year, the LAWIN patrol has a total target of 335 kilometers of which the reported accomplishment is already 312.57 kilometers of 93.33% and the backlog of 22.43 kilometer can be accomplished by the end of October 2021. Among the recorded threats in the timberland areas within the AOR include annual perennial farming, charcoal making, cutting of trees, garbage, fire, hut/house & other infrastructure, invasive species livestock and poultry farming and kaingin. These were all acted upon through IEC and coordination with the LGU to facilitate the immediate resolution of the issues. Assessment/Validation of Certificate of Stewardship Contract (CSC)

is also assigned in the MES. For the year, the target for CSC validation is 55 and as of September 2021, the CENRO accomplished 100%.

Other activity of the MES is the conduct of monthly price monitoring wherein the prevailing market retail price of wood and wood-based by-products and non-timber forest product were being monitored and proforma reports Forms DRP 1, 2, and 3 and FMP 1 & 2 were submitted to the higher authorities. FT I Ina Gracia C. Geronimo is in-charge in the conduct of the price monitoring and submission of report to the PENRO for consolidation. Based on record, the deadline of submission is every 20th day of the month, but she prepares the report as early as every 15th day of the month to avoid late submission.

I was able to attend the administrative adjudication proceeding (AAP) involving 106 pieces of Mahogany lumber cut in the private property having a total volume of 844.64 board feet/1.99 cu.m. at North Villazar, Sipocot Camarines Sur on July 19, 2021. An in-quest complaint was filed against the two (2) accused of violation of PD 705 as amended and renumbered and violation of RA 9175. They denied ownership of the apprehended items as they were only hired to slice the lumbers. They pinpointed the owners of the Mahogany lumbers and the chainsaw. FIII Rotaquio advised the respondents to submit their sworn statement and proofs to support their allegations. Notices of Hearing shall be sent to the owner of Mahogany lumbers and the chainsaw to shed light on the allegation of the respondents.

I was able to witness the dialogue between the Provincial Government of Camarines Sur, PENR Officer of Camarines Sur and CENR Officer of Sipocot and their staff wherein issues on the resistance of the CSC Holders on the implementation of Bamboo Plantation Establishment funded by the provincial government were raised. The CENRO, PENRO and Provincial Government leaders agreed to conduct meeting/dialogue with the CSC holders to inform them that the program of the government is really to help the upland farmers and therefore everybody will be given the chance to hear their side and settle the dispute.

c. Regulatory and Permitting

Activities in the Regulatory and Permitting Section involved the issuance of cutting and harvesting permit. Upon receipt of the request for inspection, the RPS team convene in coordination with the landowner and verify the harvestable trees to be cut as basis of the allowable volume. Upon clearance, the landowner is reminded to use the registered chainsaw and as much as possible, coordinate with the LGU prior to the commencement of cutting for monitoring purposes.

I was able to join in the conduct of DPWH public hearing as requirement in securing Special tree cutting permit from the DENR. The DPWH will be constructing River Revetment and Multi-Purpose Building in Barangay Aslong, Sipocot, Camarines Sur in CY 2022 as the projects are included in the NEP.

During my task as interim CENRO, the received request for clearance of tree cutting was referred to the Regulatory Unit, through SVEMS Melinda O. Rivero, directing the inspection team to conduct inventory of the harvestable trees. The processing of the permit was conducted through the evaluation of the report of the Inspection Team to include the geotagged photos, inventory of the number and volume of trees to be cut as basis in the determination of allowable volume. The landowner is reminded to use the registered chainsaw in cutting and coordinate with LGU prior to the actual cutting operation. The team is also reminded to monitor the cutting and pre-loading activities. The processing period and the turnaround time strictly followed per provision of the Citizens Charter (5th Edition).

The CENRO has still backlogs in the cutting/harvesting permits inspected/validated with report submitted to PENRO with recommendation for approval. Out of 16 targets, only 10 were accomplished or 62.50% accomplishment. Per justification, the activity is clientele dependent and therefore the accomplishment is beyond the control of the Office.

➤ **BIODIVERSITY**

a. Implementation of Biodiversity Monitoring System (BMS)

I was able to join with the staff of PASU Vivencio Cabanayan, Jr. in the conduct of the Focus Group Discussion (FGD) as part of the BMS in Libmanan Cave National Park (LCNP). The community took part in the discussion on updating the status of the protected area in terms of assessing the existence of illegal activities in the area, present status of wildlife population (flora and fauna) and their recommendation to protect the resources of the LCNP. Majority of the community residents agreed that the visibility of the regular FPO on duty in the LCNP minimized the incidents of illegal transport of forest products from the area. The conduct of regular LAWIN patrol to check and response the threats also help in the protection of the protected area. They also suggested that close coordination with the LGU will also help establish strong partnership with them and their assistance in the protection of the LCNP. Other activities conducted in the BMS is the preparation of field diary during patrolling simultaneously with the Communication Education and Public Awareness (CEPA), photo documentation and recording of observed change and the conduct of the Transect Walk to list the observed flora and fauna along the transect line.

b. Implementation of Cave Management Plan

Among the notable accomplishment in the implementation of the Cave Management Plan of Pag-Oring caves include the consultation meeting on the implementation of the management plan, coordination with the LGU, fabrication and installation of billboard, Community Education and Public Awareness (CEPA) campaign and tree planting activities. The PASU of LCNP, SVEMS Vivencio Cabanayan and Assistance PASU Joahanna Vargas as working together to implement the activities in the Plan.

c. Ecotourism Management

The facilities inside the LCNP include the Protected Area Office, Information Center with Comfort Rooms, Tables, Chairs and Cottages and Eco-trail. These were regularly maintained by the hired Bantay-Gubat and FPOs assigned in the area. Clean-up drives were initiated to maintain cleanliness of the surrounding participated in by the community resident and volunteers. Landscaping and beautification of the front space of the PA Office were also conducted. Observance of the minimum protocol for COVID 19 strictly enforced to the local tourists and visitors of LCNP. Signage reminding the mandatory wearing of face mask and provision of foot bath, temperature check and alcohol for sanitation were also initiated. The repair of the furniture and fixtures inside the PA office and improvement of the 11-meter eco-trail, concrete pathway and handrail were also conducted.

d. Implementation of Wetland Site Management Plan

In my immersion in the Cabusao Wetlands and Critical Habitat (CWCH) in Barangay Biong, I have met the Municipal Tourism Officer of Cabusao Mr. Abner Avizola. He mentioned that CWCH was established by virtue of DAO 2011-10. He also mentioned that LGU implemented project in the covered barangay of the Wetland to include the livelihood project in Barangay Biong, Barcelonita and Sta. Cruz (i.e., Crab fattening, nipa shingles production) and the planting of Cacao and Pili awarded to Biong Farmers Association. The area has also been planted with mangrove species funded by Bottom-Up Budgeting (BUB) covering 32 hectares. From the Central Integrated Protected Area Fund (IPAF), the DENR constructed the view deck, catwalk, and the foot bridge. I was also informed that Mr. Avizola was a Saringaya Awardee in 2016, given by the DENR 5 Regional Office during the Environment Month for individual category having been involved in the environmental protection and initiated remarkable accomplishment in protecting the Cabusao Wetland Area.

Though DAO 2011-10 declared only 27 hectares, Mr. Avizola said that the LGU is maintaining about 232 hectares of mudflat, marshland, and mangrove. Accordingly, the DENR and LGU has a Memorandum of Agreement (MOA) for the management of the wetland.

Despite of various effort executed by the DENR and LGU, cooperation from some community resident is still wanting. Issues on illegal pasturing/grazing, collection of mangrove trees for firewood and illegal claims inside the CWCH are among the major issues encountered in the protected area. An incident happened when newly planted 60,000 propagule were destroyed by cows grazing in the area. Accordingly, the owner of the livestock was known to be influential, that is why no corresponding complaint has ever filed and no damages has been settled or paid.

e. Integrated Protected Area Fund

Both the LCNP and CWCH are collecting entrance fees from the tourists and visitors. Despite pandemic, I have observed that tourists are still visiting the protected area. Maybe because the management implement the COVID 19 safety protocol for visitors and tourists. The entrance fees paid by the tourists shall be divided wherein the 75% is deposited in the Retained Income Account (RIA) while 25% shall be deposited to the Special Account in the General Fund (SAGF) by the PENRO. Per record, as of September 2021, the collected IPAF in LCNP is P3,490 out of the P1,000 annual target or 349% accomplishment. The entrance fees in CWCH are being collected and deposited in the account of LGU with the sharing agreement of 75% for LGU and 25% for DENR. However, the 25% has not yet remitted to DENR since then but the Municipal Treasurer's Office is submitting report of monthly collection to the DENR.

➤ ENVIRONMENT

The CENRO has an embedded EMB contractual personnel, EnMO Robert Jason A. Monreal. During immersion, I was able to ask his job description and tasks. Accordingly, he was responsible in the monitoring and checking the prohibited act per RA 9003, he conducted Information and Education Campaign (IEC), monitor the EMB and LGU funded Material Recovery Facilities and assisted in the monitoring of the Residual Containment Area (RCA) of the LGU. He also monitors the record of waste disposal of the LGU, collection of waste in the locality, the segregation requirement, composting at barangay level, implementation of programs and activities in solid waste management by LGU and the enforcement of RA 9003. He mentioned that all the LGU in the AOR has already initiated the closure of the open dumpsite and use the RCA while the sanitary landfill has not yet constructed. Majority of his covered municipalities have not yet submitted their 10-year Solid Waste Management Plan.

In my attendance in the Solid Waste Management Council meeting in Ragay, the MENRO designate Neopito Tipay, Jr. raised the issue that the RCA is already filled with residual wastes and that mandatory disposal of the same is necessary. He mentioned that garbage collector from Albay and a cement company in Bulacan offered to collect municipal waste with stipulated conditions. Per advised of EnMO Monreal, the LGU may request for the extension of the used of RCA, while they are still looking for the final disposal facility of the stockpiled waste. MENRO Tipay also informed the body that EMB Regional Office has delivered composter, biodegradable waste shredder, accessories, and other consumables materials. He also informed the body of the comments of EMB in the used of MRF in Barangay Agrupacion. EnMO Monreal mentioned that the comment of EMB must be complied such as the proper disposal of COVID 19 related waste, the preparation of the 10- year Solid Waste Management Plan, collection of waste to cover 50% of the barangays within AOR, recording of waste stockpile in RCA and MRF and the used of PPE by the operator of MRF. LGU assured the body that they will comply with the requirement of EMB and strictly implement the segregation at source. In the meantime, the LGU will be checking the credentials of the service provider for garbage collection.

➤ **MINING**

The CENRO has an MGB embedded personnel, Science Research Specialist II Ray Wilson Magonles. His tasks in to assist the CENRO Sipocot in addressing the issues and complaints relative to illegal quarrying. He conducted coordination with the Local Government Units (LGU) once complaint was received and followed by the ocular inspection. He also coordinating with the personnel from MES and EMB for a joint inspection, whenever necessary. But sometimes when the EMB and CENRO are busy, he opted to proceed and coordinated with the LGU/MENRO concern to request for assistance. The Provincial Mining and Regulatory Board (PMRB) of Camarines Sur has its regular meeting duly activated by the MGB and the Provincial Government.

During the 2nd day (September 28, 2021) of my reporting in the CENRO, our Team, composed of FTI Imelda Dela Torre, FR Domingo Canavers, FR Ariel Andes and SRSII Ray Wilson Magonles, conducted the monitoring and follow-up investigation on the alleged illegal treasure hunting inside the Bicol Natural Park (BNP). Coordination with the Local Barangay Officials was conducted and since Punong Barangay was not around, the Chief Tanod assisted us in locating those open pit inside the claimed lot of certain Abelardo Chumacera which is located at the back of the Modernized and Mechanized Forest Nursery (MMFN). The team discovered four (4) open pits and electric power lines used in the digging operation. The team decided to confront the claimant of the lot and during conversation, he admitted the offense committed. Mr. Chumacera was directed to stop the operation because it is punishable by law. He also instructed to cover the open pit to avoid future incident. He promised to stop the operation and cover the open holes immediately. A report was prepared and submitted to CENRO immediately.

➤ **LANDS**

CENRO Sipocot has a total target of 24 patents for Agricultural and 150 for Residential. Based on September 2021 report, the Office has already accomplished 143 for Residential and 101 patents for Agricultural with percent accomplishment of 95% and 421%, respectively. These were already processed and transmitted to PENRO for approval. Strategies undertaken include the conduct of barangay assembly, house to house gathering of application and the facilitation of the approval of barangay lot subdivision survey. During the interview with the staff and personnel of the Patents and Deeds Units, many of the Land Management Inspectors (LMI) have not yet accomplished their target, despite the overall target of the CENRO has already met. Now, the acceptance and processing of Agricultural Free Patent was suspended since January 2021 while waiting for the issuance of the Implementing Rules and Regulations for the new guidelines in Agricultural Patent or the RA 11573.

During my tasked as Interim CENRO, verification of the documents submitted for the Residential Free Patents were reviewed and scrutinized, it was noticed that the attachments are complete and in accordance with the checklist of requirement for RFPA and FPA. Important documents attached include Order of Issuance of Residential Patent for signature of the PENRO, Land and lot status Certification, Technical Description and Sketch Plan, photocopy of the technical description, and cadastral map, application for residential patent, Certificate of Posting by the Barangay Captain, Investigation and ocular inspection, duly notarized Special Power of Attorney, Waiver Right and Quit Claim , MPDC Certification, Court Clearance, Certificate of Tax Payment, Tax declaration, Certificate of Posting issued by Barangay Captain and Affidavit of adjudication by sole heir of estate of deceased person with waiver of right. The processing period of 120 was observed. The transmittal to PENRO is recommended for signature of CENRO Ampongan having complete documents submitted.

I was able to talk with LMO II Joan Dungca also a Deputized Public Land Inspector (DPLI), the highest patent generator in the CENRO. She mentioned that the trust and confidence she builds with the LGU has help her a lot in convincing the

landowner to file application for titling. She mentioned that her assistance extended to the landowner include the preparations and notarization of the needed affidavits and to look for cheaper Notary Public to really ease up the agony of the applicant in securing these requirements.

➤ **LEADERSHIP AND MANAGERIAL MATTERS**

During the first day on my FOE, I have noticed that immediately after the flag ceremony, CENRO Ampongan convene all the staff and personnel for a sort of weekly updating. All the Section and Unit Chiefs provided their report on the activities conducted from the preceding week and the plans for the coming weeks. The issues and concerns were being tackled and addressed, too.

When I was tasked to facilitate the Monday on October 4, 2021, I was able to hear all the activities conducted by the sections and units for the week. The issues and problem encountered in CDS, MES and RPS were discussed and suggestion to resolve the problem were raised.

The Record Units was visited and talked with the Record Officer/AO I Benjie Baug. I was able to check the recording of incoming and outgoing correspondences and found out that a contractual personnel is assigned in the receiving/releasing of documents. these are recorded in excel files and printed daily for proper filing. Summary of the acted correspondence were also prepared. The unacted documents were being traced and required the in-charge for an update. CENRO Sipocot is also implementing the Regional Electronic Document System Tracking (REDTS) wherein the document received from PENRO were recorded in the tracking monitoring system link in the Regional Office to check if the documents referred to CENRO has been acted in due time. Tracking slip will be attached to the documents and to be filled up by concern unit for proper referral. This also facilitate the tracing of the whereabouts of the documents. Implementation of Land Administration Management System was already in place employing a contractual employee to implement and maintained the system. During the review of the activities of LAMS,

it was mentioned by the Focal Person that they are conducting the re-encoding of the land record for the previous data was corrupted when it was forwarded to the PENR Office.

For the Physical accomplishment of the CENRO, I have interviewed the Planning Officer Mylene Betiz and check the status of accomplishment of the CENRO as of September 2021. Based on record, activities of CENRO for completion in the last quarter include Agricultural Patent with 7 patents, revenue generation for Forestry with P1,831,220.55, still for collection, 1 Forest Land Use Plan (FLUP) and 1 Community Resources Management Framework for preparation, 6 cutting permit inspected/validated and endorsed to PENRO, and the completion of the 592 hectares Comprehensive Site Development (CSD) for the 1st cycle PMEP.

For Financial Status Report which is also handled by the Planning Officer, her record covered only the Summary of Obligation per Activity which is already 86.56% obligated. Accordingly, Record of Budget Utilization Rate Reports is handled by the PENRO Budget Officer.

The designated Supply Officer is Forest Ranger Girlie Astor. She discussed with me on the process of procurement of common-used supply. From the approved Project Procurement Management Plan (PPMP) and Annual Procurement Plan (APP), they are preparing the Purchase Request (PR) for supplies to be procured for the quarter. These PR will be submitted to PENRO for approval. Once approved, Request for Quotation (RFQ) will be prepared for approval then they will conduct the canvassing. This will be submitted to PENRO for the preparation of Abstract of Bids and notice of award for the supplier with lowest quotation and followed by processing and payment of claim vouchers. In procurement which employ public bidding, the PENRO handled it having the constituted Bids and Award Committee (BAC).

The office premises were then inspected checking the information posted in the bulletin board, and in the wall of the Office. Among the noted posters include the

Core Values of the DENR, the “no smoking” sign, “Mandate, Mission, Vision of the DENR, Anti Fixer Campaign, the CENRO Sipocot Organization Structure, poster on the proper disposal of face mask, Priority Land for Senior Citizen, Persons with Disability and Pregnant Women, Notice to Client on “No ID No Entry” Deposit the firearms to the guard on duty, and bags are subject for inspection. The content of the Bulletin Board includes announcements From Management Services such as from HRD, Policy, Memorandum and Special Order, Announcement, Manpower Complement and Miscellaneous announcement. Technical Services announcement include Memorandum, Policy, Accomplishment, RPS, MES and CDS announcement. Direction of the location of the restroom was also posted in the wall near the Comfort rooms.

I have also documented the service vehicle of the CENRO to include two (2) four-wheels vehicle/pick-up type and 7 motorcycles. These service vehicles are used in the mobility of the personnel in conducting inspection, validation, patent generation and others. Renewal of registration of the service vehicle was timely applied in the Land Transportation Office (LTO).

The Credit Officer Emma Bustamante was also interviewed and checked her reports submitted to PENRO. Accordingly, only the report of receipt issued, and payment collected were being reported. It was the PENRO Credit Officer do the consolidated reports submitted to Regional Office. Her bond as accountable officer was checked and I have found out that the expiration date is last September 2021. I advised her to facilitate the renewal of her bond to avoid future problem.

I have also check if the CENRO has designated Pollution Control Officer (PCO) and have found out also that the designated PCO has also an expired accreditation by EMB since 2020. He was also advised to facilitate the attendance to training and apply for the renewal of his accreditation as PCO with the EMB. The management of solid waste in the CENRO was also check and found out that no trash bin provided for degradable, non- biodegradable, and residual waste. There was

improvised wood trash rack in one corner of the office with no available container to serve the purpose. Trash bin used inside the office have mixed waste.

The CENRO has an internet connection supervised by ISA II of the PENR Office. However, with weak, fluctuating, and unreliable signal/connection. Such connection is being used by ENGP, LAMS and communication requirements of the office.

I have also witnessed the commitment of the key personnel of the Office by taking overtime without any compensation. During my 10-day stay in the office, the usual staff conducting overtimes were the SVEMS/Assistant of the CENRO, Planning and Budget Officer, the Records Officer, the Secretary of the CENRO, Focal Persons assigned in the preparation of the FLUP and CRMF and Patent processing.

The assigned key staff also strategized on how the timely submission of report must be complied by preparing the report early. No record of late submission of report base of verification of the date of preparation and released of monthly reports by Records Unit (i.e. Monthly Accomplishment Report, Price Monitoring Report, Report of Apprehension and Case filed, Lawin Patrol Reports, Statistical Report, Chainsaw Registration Reports, and others)

The CENRO has also installed client holding area to avoid the entry of client inside the office building as safety measure in COVID 19 Pandemic. The holding area has alcohol, hand washing area and required the client to wear face mask and face shield

VI. INSIGHTS

- **Knowledge**
- As I can observed, CENRO Sipocot work jointly with the technical and administrative matters. The sectoral activities in Forestry, Lands Mining, Biodiversity, and Environment are part of the technical side while the Planning, Budgeting, Human

Resources Management, Financial Management, Records Management and Collection are in the administrative side. During FOEs, all the critical activities of all these units were being observed and evaluated based on the program/project and activities (PPA) with the target. Field visits have undertaken to check the actual situation. Strategies implemented were also verified and listed down the best practices and the failures to serve as guide in the decision making process during my actual duties in managing the people and implementing the targets. And here are the important lessons I gathered in my FOE:

- All the key positions (Technical Staff) of the CENR Office are handled by experts in their field of profession. From the CENRO down to the Section and Unit Chiefs, I can observe they are working with the mindset that these are the things to be done, these are the process of having this output and these are the required volume that we must produce. From the start of the year, they look at the target, scheduled the implementation and deliver the service. This is the reasons why all the targets are fully accomplished and even exceeded the target as early as September. They were even nominated for Eagle Award in the Central Office. And this might be the consideration taken by the CENRO to let these experts share their knowledge to the newly appointed one to facilitate the cooperation and learning among others.
- Learn and understand the process. Involvement in the program/project and activities (PPA) in the CENRO is very critical having the frontline services. Learning the appropriate regulation is the key to the proper implementation of the PPA. The issuance of the Ease of Doing Business act is one of the policies that have been required to strictly follow and adhere by all the government employees specially those delivering the service. Personnel of Sipocot tried their best to follow the Citizens Charter, that is why they strategized to distribute the work and divide among all the key players of the office just to comply with the requirement of the law. In my stay in the Office, I have not heard of any client complaining that the service is slow, or they have waited for so long to get what they wanted. They can also explain to the client the necessary thing to be done even by phone, just to guide the client on the process.

- Financial Management- At the start of the year, the budget allocation for the year is provided to the office, they started immediately the planning, identify, and prioritized the need and scheduled the procurement. They were even computed the allocation for Travel, Office supplies, the allocation for the incentives and benefits, gasoline, and other needed supplies by the projects. In checking their obligation report, they were able to schedule the expenditure based on the PBB requirement. It was mentioned by the Planning Office that by November 2020, the requirement to obligate 90% of the budget can be accomplished. The CENRO has a total budget allocation of P4,620,000 wherein 3,080,360.27 has already obligated equivalent to 86.58% accomplishment with the remaining budget up to December 2021 amounting to P477,639.73.
- Records Management- The initiative of the Records Officer in improving the services of the unit by facilitating the system of receiving and tracking of document is very impressing. This process limits the incident of missing or unacted/delay action on documents. They also initiated to do the document tracking for the update and reminder to the concern personnel to expedite action for a better service to the people.
- Human Resource Management- the basic functions of Human Resource Management include planning, controlling, directing, and organizing the office activities, utilizing the workforce, recruitment, and staffing. What I can see in the present structure of the office in that, they maximize the people and distribute the work to accommodate what is expected of them. They always say that they have limited manpower, but the targets were accomplished and even exceeded the requirement. The staffing pattern maintain the selection of the right person to the right position resulted to a well- organized execution of work in due time or even in advance.
- Aimed to deliver the output in advance- Every staff specifically in the Technical section of the CENRO always say that we have to submit report in advance so that we can be marked as “excellent”. The idea is that they must accomplish the activities in advance so that they can submit the output early. Maybe, the advance submission of report has also an advantage, if in case errors of reporting observe, the concern can still facilitate the correction without being marked late.

➤ **Skills**

Assignment of different jobs to different people with different character, cultures, and attitude really a challenge for the head of office. In that case, I can see that the top management of CENRO has already know the capability of every staff and personnel. During my interviews to all the Section and unit heads, I can see that various skills have been possess remarkably by everyone both from Technical and Management Staff. The way they explain to me their tasks, their challenges and the issues/concerns of their units. Many of them has the initiative. They proposed additional strategies to be done to facilitate the execution of the activities. Majority of them has the leadership skills and could encourage the community, LGUs and even their co-employees to cooperate and do their task. They have the capability to manage and organize their subordinates within the section and maximize the people's participation in the different activities. The newly appointed personnel are also expressing their willingness to learn, accomplish their target and to strategize to cope with their quota specifically in the patent drives. I also learned that despite limited manpower, their joint effort delivers the output, therefore having a teamwork is very important in an organization with very limited manpower.

➤ **Values**

In the completion of my FOE, through my exposure to the different kinds of people with different kinds of values, I can say that the reflection of the leader is dependent of how a leader used his authority to develop and empower his subordinates. Sometimes you need to communicate more often to understand your ideas and principles. The aim of CENRO Sipocot to be competitive is a signed of having visionary leader. He knows that he must lead to implement the DENR mandate, mission, and vision which a true leader must possess. The commitment of each employee to deliver the output was also observed in my interview to majority of the people working in the CENRO. The respect of

everyone to their co-employees was also observed, that is why when I left CENRO Sipocot, I felt that I left my new family.

I. CHALLENGES MET

➤ FORESTRY

a. Enhanced National Greening Program (ENGP)

- The continuous maintenance and protection of the graduated NGP to avoid waste of government money used in the various projects of the DENR. It has been observed that areas with no maintenance and protection activities dropped the survival rate due to adverse climatic condition/typhoons, destruction by occupants/settlers and other illegal activities. The challenge is the implementation of the sustainability program for the protection of the government investment after ENGP.
- The yearly observation of the Commission on Audit regarding the ENGP implementation which must be addressed and considered. This includes the determination of the accepted survival rate, the determination of damages incurred during typhoon, the net area planted over the amount paid by the DENR and the preparation of comprehensive billing report for the purpose of payment. The challenge is the implementation strategies to be coupled with the skill and knowledge of partner implementer and the CENRO staff to address the issues and finally resolve the problems and gaps in NGP implementation.

a. Monitoring and Enforcement

- The ratio of the number of personnel over the area of timberland which is 1:3,560 hectares. Limited manpower in law enforcement activities is very difficult and risky on the part of the personnel. The distribution of task and function is also a good strategy however sometimes affects the efficiency of personnel due to multiple designation/functions. The challenge includes the identification of working strategies

of maximizing the manpower complement and expansion of the local community participation. The safety and risk of the MES personnel is also at stake especially in areas where problem on insurgency exist.

- Lack of depository/impounding site of the confiscated forest product and conveyances. The exposure of the apprehended items in the adverse environmental condition led to immediate deterioration of the items.
- The lack of hauling truck and limited-service provider (truck rental) with complete documents in transacting business in the government. The service provider was also hesitant to accommodate the job for safety reasons.
- Strengthening of the capability of the MES personnel in the implementation of PD 705 as amended/renumbered and the preparation of CRW report.

b. Regulatory and Permitting

- Observance and compliance of the Citizens Charter is a challenge in the CENR Office especially when bulk of request were received and no available staff/personnel to attend.
- Differences in the implementation and interpretation of the policy issuance like the imposition of necessary fees, the differences of requirement to be submitted per policy over the requirement listed in the Citizens Charter.

BIODIVERSITY

- The management of the Libmanan Cave National Park must consider the compliance of Solid Waste Management Program specifically in the operation of Ecotourism activities. Per observation, the sustainability of the Solid Waste Management practices in the ecotourism site are not strictly implemented. The available trash bin in the area were already dilapidated and need for reconstruction and repainting.

- The threat of COVID 19 ceased the operation of ecotourism activities result to decrease of income generated from the activities. The pandemic has stopped the acceptance of tourist due to quarantine policies implemented IATF and the LGU since 2020-2021. The generation of income from the PA was affected by this pandemic.
- Continuous illegal cutting activities, collection of wildlife flora and fauna and vandalism inside the caves in by tourist/visitors. Based on the conducted FGD, the illegal activities in the protected area must be minimized. The DENR must not be complacent in protecting the area against illegal activities to preserve the importance of LCNP to the community and to the ecosystem as well.
- The pending proclamation of the LCNP as legislated protected area under RA 11038 or the ENIPAS. The pending proclamation hindered the CENRO for the full implementation of activities incorporated in RA 11038 or the expanded NIPAS. The challenge is the lobbying to the law makers to prioritize the passing of this law and eventually proclaimed the LCNP.

ENVIRONMENT

- Considering that Ecological Solid Waste Management Program is the mandate of the Local Government Unit, the compliance with the provision of RA 9003 such as the waste segregation at source, construction of the sanitary landfill and education of the community on the proper management of waste.
- Imposing discipline in the proper disposal of solid waste and changing the culture of the community by conducting waste segregation.
- Compliance to the preparation of 10-year Solid Waste Management Plan. The AOR of CENRO Sipocot has 13 municipalities with no prepared SWMP. The EMB finds it so difficult to require the LGU to prioritized preparation of the plan as guidance of LGU in the management of their waste.

- The challenge is that how RA 9003 can be implemented and how to address the problem of waste disposal and management in the LGU and in the DENR as well as the monitoring and facilitating agency.

MINING

- The continuous illegal quarrying activities and the involvement of the influential people in the illegal extraction of quarry.
- The engagement of some LGUs in illegal quarrying for the government implemented projects.
- The challenge is also the enforcement of the law and the seriousness of the Local Officials to address the problem of illegal quarrying in the AOR.

LANDS

Generation of patents by the newly promoted Land Management Inspectors, incurred backlogs on their quota. Difficulties in patent generation encountered for the lack trust of the applicant to the new employees of DENR.

- Lack of interest and lack of knowledge of the part of landowners in the procedure of for titling.
- Insufficient fund to finance the titling process. The client must secure so many clearances from other government agencies with corresponding fees.
- Erroneous surveys, missing documents, and inconsistencies of the data of the lot as to area, boundaries, and landowners.

- The challenge is the strategies how to sanitize the land records, expedite the land titling application and the proper orientation of the new employees in patent generations.
- The equal distribution of target is a good strategy to attain the work target of the office, however it was noticed that only few were able to deliver the output. Experts in patent generation attained their quota while new employees failed. The challenge is that how the expert can share for the technical improvement/development of the new appointees.

LEADERSHIP AND MANAGERIAL MATTERS

CENRO Sipocot has already nominated as Eagle Awardee in 2018 which means that the office has already initiated remarkable accomplishment in the DENR. Which means that the execution of the programs/projects and activities of the office were already in line with the mandate, mission, vision, and the priority agenda. The strategies initiated include the proper distribution of work target to available manpower complement, the regular and due consultation conducted by the CENRO specifically the conduct of regular Monday Program. The hands-on settlement of conflict by the CENRO and his staff was also observed specifically in addressing the received complaints by the office. The process of mentoring and coaching were observed during the discussion of issues and concerns wherein the leader and subordinates were democratically raised suggestion and thoroughly discussed the option to end up with best decision.

The computerization of the documents receiving/releasing, and the monitoring of action taken to the concern sections/units is a good practice which I have learned from the Records Unit. The copies of the excel files prepared by the Focal Person were also provided to Record Officer as back up files in case problem will occur.

The CENRO was able to identify the key staff who has the expertise in the key position in the office as mentioned above. His personnel have the commitment and aspiration to deliver the output in due time. And these are identified best practices which can be implemented upon my return to my workstation.

I can observe that the personnel and staff were all concentrated in accomplishing the task somehow the harmonious relationship with each other within the institutions can be affected. And if this situation will continue; gaps will arise and will be experienced soon.

The office dominated by young and newly promoted personnel while most of the senior staff are planning to retire two years from now, including the CENR Officer. The identification and training of the future leaders to replace the retiring one must be considered.

c. SUGGESTIONS AND RECOMMENDATIONS

FORESTRY

a. Enhanced National Greening Program

- Continuous maintenance of graduated NGP (Pick up laborers, FPO and Enhancement planting). The activities can accelerate the survival rate of the established plantation and the continuous maintenance of graduated NGP must be prioritized.
- Policy enhancement to provide tenure to graduated NGP area formulating policies on issuance of appropriate tenurial instrument through family or community approach for the management of the area to avoid waste of investments. The DENR should assist in the organization of the community as partner in the maintenance of NGP sites.
- Preparation of the sustainability plan for the established plantation shall be prioritized to meet the objective of the NGP/ENGP.

a. Monitoring and Enforcement

- In the issue of limited manpower, the recruitment and deputation of other volunteers can be considered. Linkaging/networking with the uniformed agencies and other government agencies can be considered.
- Provision of funds for the construction of impounding area for confiscated forest product and conveyances. Considering that the Office compound was already congested, the possible identification of the area for the purpose can be considered. Other government institution like the LGU can be tapped and requested for the possible assistance.
- The disposition of abandoned confiscated forest product through donation is a good practice to avoid deterioration of the items. Those with court case must be requested with the corresponding motion to the concern court for disposition through public auction. While the case is still on-going, the proceeds of the sales can be deposited in court.

a. Regulatory and Permitting

- To comply with the provision of the Citizens Charter and the Ease of Doing Business Act as required by law. In case of bulk of request received by the CENRO, the staff and personnel can cluster the field inspection and maximize the scheduled inspection in a week to accommodate the request.

BIODIVERSITY

- Continuous implementation of the LCNP and CWCH Management Plan. The benefits that can be derived from these protected area are very important and has a chain effect in the socio-economic upliftment of the living condition of the community residing adjacent to the protected area.

- Networking/Linkage- it has been proven that building good relationship with other government agencies can really help in the implementation of the different programs and projects of the DENR. The good relationship with the LGU, other government agencies and to the community will be of great help in accomplishing the target and deliver the output. As much as possible increase other institutions' participation in the development and protection efforts.
- Proper management of SWMP in the ecotourism area- Solid waste management is a problem everywhere. With the closure of all the dumpsite in the AOR of Sipocot, management of waste in the major ecotourism area is really a problem. Especially that additional COVID 19 wastes have added to the generated waste that must be carefully managed. The installation of trash bin for biodegradable, non-biodegradable and residual waste must be prioritized.
- Proper management of ecotourism product for IPAF generation- The beauty of the caves in Libmanan and the wetlands in Cabusao are very good example of having diverse resources and services to offer to tourism industry. Therefore, the DENR must exert additional effort to protect the area and improve the services in the tourism industry. Maintenance and introduction of additional facilities to enhance the beauty of the protected area are among the priority area to be considered.
- Deputation of Bantay-bakawan, WEO and other volunteers- To ensure that the LCNP and CWHC have been protected with illegal activities, the Office must continue the recruitment of the volunteers and schedule their shifting deployment within the AOR. They shall be trained and provided with corresponding logistical support in the performance of the endeavor.

ENVIRONMENT

- Compliance to RA 9003/ ESWM Act within the office (re-accreditation of PCO, practice waste segregation, avoidance of single use plastic). Considering the practices on proper waste disposal in the office was not observed, it is my recommendation that

the EnMO assigned in the Office should supervised and monitor the compliance in the proper waste disposal. Installation of trash bin and compliance to the segregation of waste must be imparted to them and be a good example in the community. Handling of COVID 19 related waste must be properly disseminated and educate the people on the proper disposal of this hazardous waste.

- With the issuance of DAO 2018-18, the CENRO should assist the EMB in the implementation of the various environmental laws specifically in the LGU monitoring of their compliance to RA 9003.

MINING

- Monitoring and inventory of illegal quarrying in the AOR. Various complaint were received regarding illegal quarrying in the AOR. And to regulate the continuous existence of this problem, the CENRO, EnMO and the MGB embedded must jointly conduct the inventory of all existing quarry site (legal and illegal) to monitor the extent of violation within the AOR and recommend the necessary measure to stop and/or minimize these illegal activities. Close coordination with the LGU and solicit their cooperation in monitoring within their AOR. Provincial Mining Regulatory Board (PMRB) can also help in the facilitation of the compliance by the quarry operators in the area.
- Strengthen IEC is also one of the recommended strategies. The early resolution of the mining related issues and concerns and the conduct of IEC on how the industry can be responsibly implemented.

LANDS

- Expedite the Rapid Land Tenure Appraisal (RLTA) to sanitize and improve land inventory/records and updating the list of survey claimant and correction of erroneous cadastral maps.

- Expedite the Memorandum of Partnership Agreement (MOPA) and involve the LGU in the generation of patent.
- Continuous deputation of Land Investigator within the Office and the LGU to assist in the patent generation.
- Conduct IEC and continue the strategy of house-to-house campaign, establishment of good working relationship with the LGU and other agencies involved in the titling process.

LEADERSHIP AND MANAGERIAL MATTERS

- While all the personnel are very busy in the implementation of the different target, the establishment/strengthening of teamwork among personnel must be taken into consideration. This can develop the culture of harmonious working relationship with a common vision, mission, and objective. Working as a family is a way that everybody feels the belongingness and be inspired to work in an atmosphere of relax and conducive environment
- Development the second line leaders and new employees- Majority of the CENRO personnel are young and newly appointed. While some of the senior staff including the CENR Officer are already preparing for retirement, training of the next in line leaders must be considered by the management. These new employees must be given support for the improvement of their core, functional, technical and leadership capability. It is easy to develop and motivate the young generation than those senior employees preparing to leave the office.
- Continue/expand networking/linkaging- The Networking conducted by the Office must be strengthen and expanded giving much attention in the logistical and manpower support.

- Having identified various best practices in the operational endeavor of the office, the rewarding on effort of the employees must be taken into consideration. Recognition of best practices and initiatives of employees in rendering excellent service to the client and to the organization during the year end can be considered to boost the morale of the personnel.

Appendix A.

Supervisory challenge in action

FORESTRY



50 has. Pili plantation under NGP year 2012 in Lubigann Jr. ,Sipocot CS.



CBFM CARP Agroforestry Projects project in Sigamot, Limbmanan, CS



Attended the public hearing with the DPWH for STCP application in CY 2022 projects



Gabion check dams under the BBB Task Force Project of typhoon hit provinces



Stockpile of confiscated charcoal, tricycle, flitches/lumbers inside the compound of CENRO Sipocot



Conduct of AAP in the apprehended 106 pieces of Mahogany in North Villazar, Sipocot CS involving 2 respondents

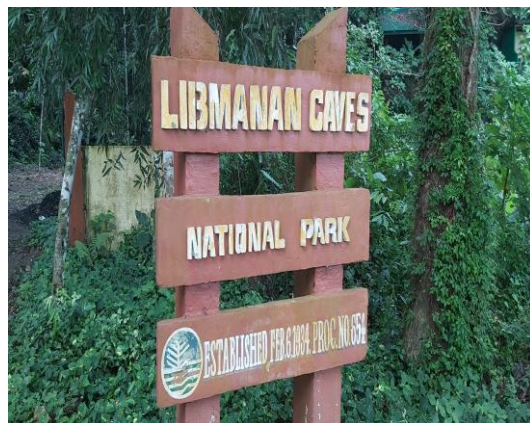
BIODIVERSITY



The entrance gate of CWCH



The 500-meters catwalk in CWCH



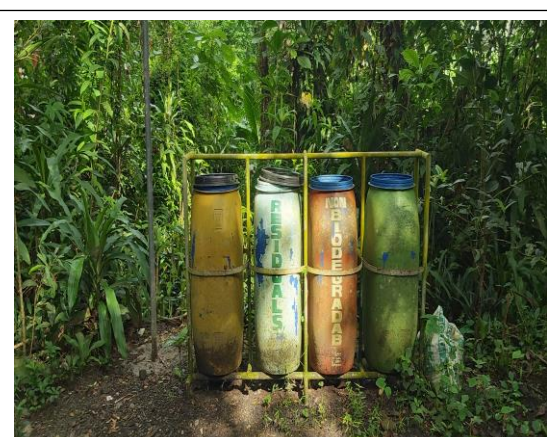
The LCNP entrance gate



BMS-FGD for LGU and residents adjacent the LCNP



The Protected Area Office of LCNP



Trash bin of LCNP for repainting

MINING



Discovery of open pit allegedly conducting treasure hunting inside the Bicol Natural Park (BNP) with the MES and MGB Team of CENRO Sipocot



Another open pit inside the claimed lot of Abelardo Chumacera of Zone 5, Sooc, Lupi, CS



The 3rd open pit also found inside the lot of Abelardo Chumacera.

LANDS



Reviewing the Residential
Free Patent application

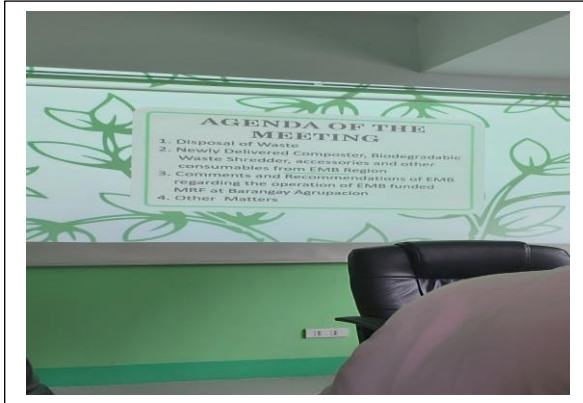


Reviewing the Agricultural Free
Patent with LMO II Joan Dungca



The discussion of the
Technical and
Administrative Functions of
SVEMS Melinda O. Rivero
in CENRO Sipocot

ENVIRONMENT



Agenda of the Municipal Solid Waste Council Meeting of Ragay, Camarines Sur



EnMO Robert Jason Monreal discussing the Programs of EMB



The presiding Officer of MSWMC meeting MPDC/MENRO and DRRMO Neopito Tipay, Jr.

MANAGERIAL AND LEADERSHIP



Interview with CENRO Ampongan



Interview with PCO Orly Comprado



CDS Chief Cabanayan updating status of weekly activities



Records Officer Benjie Buag discussing the activities of Records Unit



Interview with Budget Officer Mylene Betiz and Supply Officer Girlie Astor



Exit Conference with CENRO Ampongan and Staff of CENRO Sipocot



Ramp for the Senior Citizen and PWD



Reviewing of the correspondence of the CENRO



Service vehicles and motorcycles of CENRO



The CENRO Bulletin Board



Desk Officer's receiving Area with suggestion box



Client's holding area