

FIELD OFFICE ENGAGEMENT: CENRO TAGBILARAN EXPERIENCED
Upper De La Paz, Cortes, Bohol

A Terminal Report
Presented to the
Training and Development Division
Human Resources Development Service

In partial fulfillment of the requirements for the
Environment and Natural Resources Academy
Supervisory Course Class 303 Molave

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I. Introduction

- Background

A good leader and front liners of any offices must be equipped with all the necessary knowledge and skills in the performance and delivery of public service. However, previous management promoted potential employees as leaders who assumes the tasks and responsibilities in handling certain positions without undergoing first the necessary training that could help them develop their capabilities and competencies in various field of assignment.

Hence, the Human Resources Development Service initiated a training designed for potential leaders that enhances their competencies in management, leadership and technical aspect. The series of lecture conducted through a Webinar from August 23 to September 25, 2021 gives the learner an overview on existing laws and regulations, the leadership competencies and the managerial skills that a leader should possess has a great impact towards preparing the ENRA Learner to various Field Office Engagement assessing the learners capabilities and for the participants to experience the real life condition in field offices and apply various skills, knowledge and capabilities.

The Learners are task to observe the actual learning that could enhance knowledge based on the discussion and to develop decision making skills that could improve one's capabilities to become a front liner manager in the near future.

- Objectives

Generally, the objective is immersion in the field office as potential manager to be able to apply the learning gained from Academy through a Webinar series of lectures in all aspects of learnings from technical, managerial, and leadership matters.

- Expectations

The following were my expectation during the duration of the Field Office Engagement, to wit:

1. courtesy call with the Host CENRO, attended the Monday Program, meet with the employees and securing Copy of the Work and Financial Plan from the Designated Planning Officer;
2. to validate the accomplishment report and experienced the conduct of seagrass assessment. National Greening Program and Biodiversity Monitoring System;
3. to be able to review the documents in the processing of any permit in the Regulatory and Permitting Section (Forestry matters), mining and Environment;
4. to be knowledgeable in the processing of Public Land Applications, from the acceptance and inspections of LMIs, to the examinations and evaluations of supporting documents

- of LMOs up to the issuance of Order of Approval from the CENRO. Also to keep abreast from the latest laws and department orders in relation to PLA; and
- conduct exit conference with the host CENRO and the Section Chiefs to give feedback and for their information of the observations by the learner.

II. CENRO Profile

Organizational Structure

CENRO Tagbilaran is headed by a newly designated OIC CENRO, Supervising Environmental Management Specialist Elena G. Suarez previously assigned in CENRO Talibon, Bohol. She is assisted by SVEMS Leonardo T. Elle. There are five (5) Section/Units, namely: Regulatory and Permitting Section headed by LMO Aurelio D. Baay Jr., Conservation and Development Section lead by SEMS Narciso G. Gapas, Forester III Walter A. Ramirez head the Enforcement and Monitoring Section, Engr. II Myrna V. Labuan for the Surveys Section and EMS II Maria Corazon T. Colarines of the Administration Section.

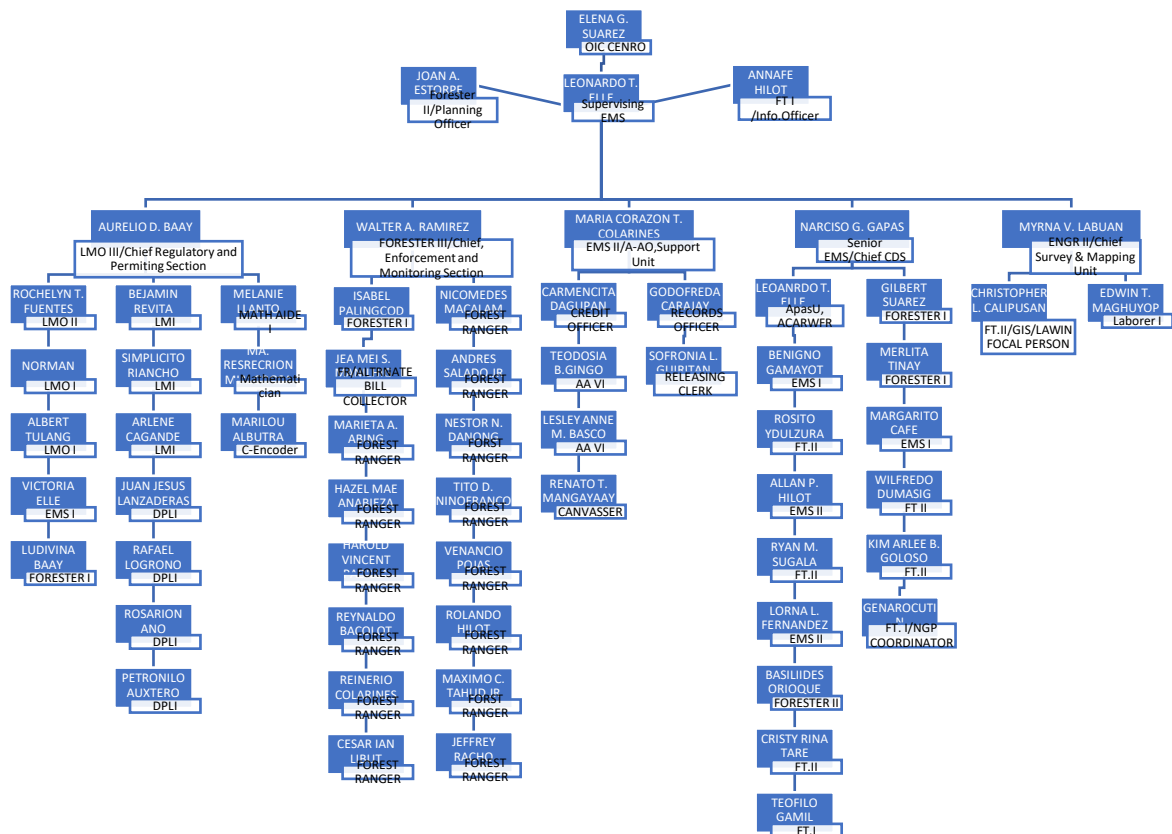


Figure 1. Organizational Structure of CENRO Tagbilaran City

As shown in Table 1, there are 198 employees which 66 (33.33%) are permanent, 2 (1.01%) are casual, 129 (65.15%) are Job Orders and a detailed (embedded) from the MGB7. More than half (101) of the total work force are female while 97 (48.99%) are male.

Table 1. Composition of CENRO Tagbilaran City Employees

STATUS OF EMPLOYMENT	GENDER		STATUS	
	MALE	FEMALE	TOTAL	%
Permanent	40	26	66	33.33
Casual	0	2	2	1.01
Contractual	57	72	129	65.15
Detailed	0	1	1	0.51
TOTAL	97 (48.99%)	101 (51.01%)	198	100.00

Location

CENRO Tagbilaran City is located at Upper De La Paz, Cortes, Bohol about 13 km from Tagbilaran City. It comprises a City (Tagbilaran City) and 30 municipalities which 13 (Antequera, Balilihan, Catigbian, Corella, Sagbayan, Sierra Bullones, Sevilla, Carmen, Batuan, Bilar, Loboc, Sikatuna, and San Isidro) are mainland while 17 (Cortes, Maribojoc, Loon, Calape, Tubigon, Clarin, Daus, Panglao Baclayon, Albuquerque, Lila, Loay, Dimiao, Valencia, Garcia-Hernandez, Jagna, and Duero) are coastal covering a total land area of **242,245.30** hectares.

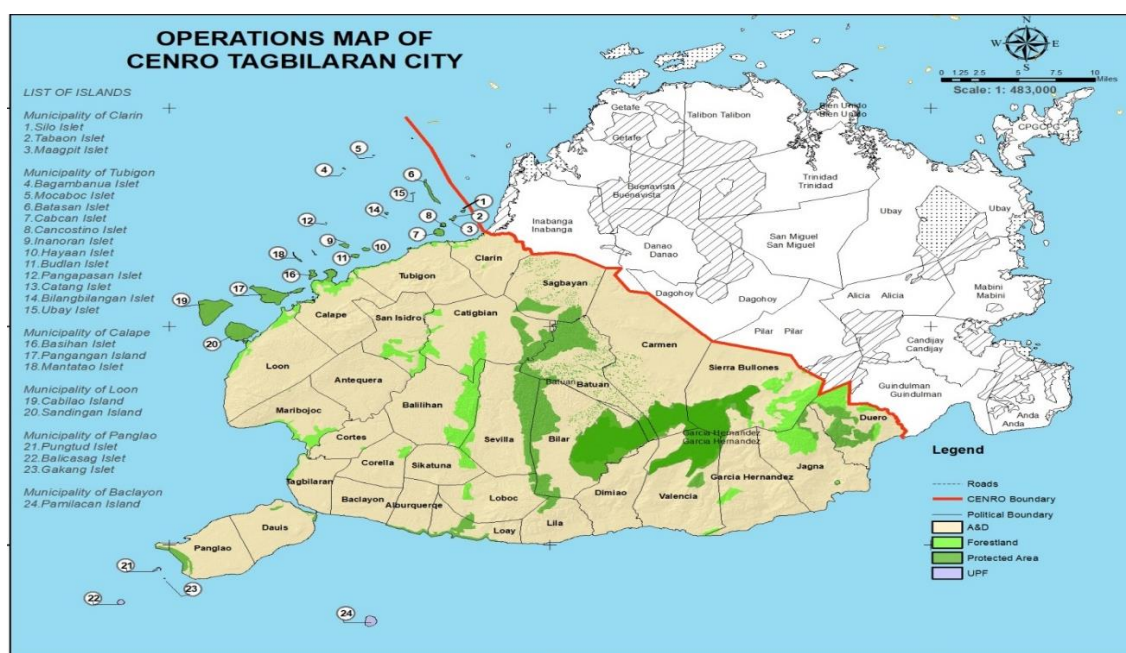


Figure 2. CENRO Tagbilaran City Administrative Jurisdiction Map

Table 2. Category of Lands

CLASSIFICATION	AREA (Has)	Percentage
Alienable and Disposable Land	188,194.00	77.69
Forestland/Timberland	10,317.16	4.27
Protected Area	43,677.18	18.03
Military Reserve	56,955.60	23.52
T O T A L	242,245.30	100.0

As shown in Table 2, over three-fourth (77.69%) of the land that comprises 188,194 hectares is Alienable and Disposable. Military Reservation is second with a little under one-fourth (23.52 %) with 56,955.0 has., Protected Area follows with 43,677.18 has. or 18.03%, a little over 4 percent is timberland with 10,317.16 has.

Other Relevant Information about the CENRO

CENRO Tagbilaran has 10 Protected Area which **Four are Legislated Protected Areas** (Rajah Sikatuna Protected Landscape, Chocolate Hills Natural Monument, Albuquerque- Loay-Loboc Protected Landscape and Seascape and Panglao Island Protected Seascape) and **Six Initial Components** (Alejawan-Cansuhay-Anibongan River Watershed Forest Forest Reserve, Loboc Watershed Forest Reserve, Cabilao-Sandigan Island Mangrove Swamp Forest Reserve, Pangangan Island Mangrove Swamp Forest Reserve, Tubigon Group of Islands Mangrove Swamp Forest Reserve/ Wilderness Area and Clarin Group of Islands Wilderness Area. Table 3 shows the area coverage per PA.

Table 3. Area Coverage of Protected Area

Name of Protected Area	Proclamation No/Date	Area (Has)
a. Legislated		
1. Rajah Sikatuna Protected Landscape	287/ amended by P.P. No. 129/ RA 11038 dated 4/23/200	10,964.64
2. Chocolate Hills Natural Monument	1037 amended by P. P. No. 333 / RA 11038 dated 2/26/2003	13,994.95
3. Albuquerque- Loay-Loboc Protected Landscape and Seascape	293/ amended by P.P. 2152 RA 11038 dated 4/28/2000	1,165.51
4. Panglao Island Protected Seascape	426/ amended by P.P. 2152 RA 11038	2,445.08

b. Initial Components		
1. Alejawan-Cansuhay-Anibongan River Watershed Forest Forest Reserve		3,630.00
2. Loboc Watershed Forest Reserve		10,387.0
3. Cabilao-Sandigan Island Mangrove Swamp Forest Reserve		133.0
4. Pangangan Island Mangrove Swamp Forest Reserve		749.0
5. Tubigon Group of Islands Mangrove Swamp Forest Reserve/ Wilderness Area		30.0
6. Clarin Group of Islands Wilderness Area		178.0

III. Task Details

Forestry

Activities conducted related to Forestry are the following:

1. Documents review in the processing of cutting and transport permits
2. One-on-one interview with concern Focal Person
3. Conduct actual ground validation/inspection

Person Involved:

1. Focal Person of Permitting Section on Forestry
2. Enhanced National Greening Program (eNGP) Coordinator

Biodiversity

- One of the activities conducted in the Protected Area and Biodiversity Management is the Biodiversity Monitoring System through review of accomplishment and documents submitted within the PA and conduct of actual field engagement in one of the Protected Area in CENRO Tagbilaran the Rajah Sikatuna Natural Park (RSPL) in Bilar, Bohol).
- Likewise, monitoring of seagrass assessment was conducted in Libaong, Panglao, Bohol



Lands

- Review of documents in the processing of Public Land Application (Agricultural/Residential).
- The acceptance of PLA from the LMI through Systematic Adjudication, wherein the LMIs would proceed to a specific barangay or municipality, coordinate with the local LGU to reach out to the land claimants and convince them to apply their respective Free Parent Applications.
- CENRO Tagbilaran has a memorandum of agreement with the provincial government wherein some Municipal Assessors are deputized as Land Inspectors. Accordingly, prospected clients may apply their Public Land Applications to their respective local assessors. This strategic innovation is not only instrumental to the Department but also very advantageous to our applicants.



Mining

The embedded MGB personnel told me that only minimal documents will reach in her table considering that clients applied directly to the regional office. What documents she acted on is the request for inspection for the Sand and Gravel application so with quarry permit. There was a Certification required as to the Posting of Notices on the Bulletin Boar.



Environment

- Processing of application for ECC and Certificate of Non Coverage is on line. The applicants himself apply in the website of EMB.
- They have target on Monitoring and inspection of Solid Waste Management Garbage collected during the conduct of 16 coastal clean-ups in Panglao and Dauis municipality.
- Conduct of Ambient and effluent water quality test focusing on coliform concentration (including preparation of report and support to laboratory examination and procurement of reagents/chemical)



Leadership/managerial matters

The CENR Officer met Section Chiefs every Monday for the target of the week and met every Friday to follow up the status of the accomplishment for the week. They focus to value their jobs and their goals in accomplishing targets. The camaraderie in the office is a good example of accomplishing task. She manage to maintain that if there are targets to be done on weekends his employees are willing to render overtime services without any remuneration but their focus is just to accomplish and help the organization to perform better.

IV. Insights during FOE in terms of:

- a. KNOWLEDGE
 - 1. Attendance to Office
 - 2. Personnel Handling a Task should be oriented on the Job to be delivered
 - 3. Good Motivator
 - 4. Possess Necessary Knowledge
 - 5. Emotionally Stable
- b. SKILLS
 - 1. Flexibility
 - 2. Adaptable to New Learning Skills/Methods
 - 3. Patience
- c. VALUES
 - 1. Discipline
 - 2. Excellence
 - 3. Nobility
 - 4. Responsibility

V. Challenges met

- 1. Some of the Section Chiefs are in Field work
- 2. Clients are only entertained outside the office building for the safety of CENRO personnel
- 3. Handling multitasking personnel
- 4. Managing personnel with attitude of superiority
- 5. Very old and defective cadastral surveys that some survey claimants are unknown to the community
- 6. Establishing Harmonious Relationship

VI. Suggestions and Recommendations

Technical

- 1. The conduct of inventory of trees (CTPO) should be the responsibility of the RPS not the EMS (Forest Rangers)
- 2. Re-orientation/capacity building of different policies must be provided to the technical personnel.
- 3. Leveling – off with CENRO personnel during the conduct of technical conference

Managerial/Administrative

4. There should be a planning officer and administrative officer items/positions at CENRO level
5. Provide direction to Senior Citizen
6. Log book should be provided and available near the bundy clock for record purposes in case of brown out and out of order
7. Provide embedded EMB personnel to be assigned in CENRO level
8. The Systematic Adjudication authored and initiated by the famous LAMP should be continued because, rather that the inspectors will just sit and wait for walk-in clients they will proceed to the barangays and reach out to the applicants. This system is very effective, convenient, speedy and economical on the part of the applicants.
9. The partnership between the DENR and the LGU should also be continued. The fact that clients can just visit their local assessor and apply is an add-on to the convenience to the prospective applicants. Moreover, Deputized Municipal Assessors have also first-hand information as to the tax declaration and other relative information in public land application.

VII. Appendices

- Daily Learning Journals
- Photographs