

PROGRAM / ACTIVITY /PROJECT	PERFORMANCE INDICATORS	PROVINCE/ MUNICIPALITY	PHYSICAL								FINANCIAL								Remarks/Justification for those activities with low and high percentage accomplishments	
			TARGET			ACCOMPLISHMENT					Allotment	Released	% (Amt. Released/Allotment*100)	Obligation		Disbursement		% Budget Utilization Rate(BUR)		
			Annual	This Month	To Date	This Month	To Date	% Accom	% Accom	This Period				To Date	This Period	To Date	Obligation/ Allotment (16/12*100)	Disbursement/ Obligation (18/16*100)		
								(8/6*100)	(9/5*100)											
(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	
General Administration and Support		PS Occidental Mdo								10,546			2,501	3,144	2,535	3,144	0	3		
I. General Management and Supervision	MOOE	Occidental Mdo PENRO CENRO Sablayan CENRO San Jose Mandatories								5,732 2,047 95 95 3,495			243 42 0 0 201	1,814 1,440 0 11 363	342 144 0 0 198	780 409 0 11 360	31.65% 70.35% 0.00% 11.58% 10.39%	13.61% 19.98% 0.00% 11.58% 10.30%		
		CO CENRO Sablayan								500	0	0		0	0	0	0.00%	0.00%		
I. Three (3) Year Rolling Infrastructure Program (TRIP)																				
Construction/Rehabilitation of storage facilities	CENRO Office constructed/ rehabilitated (no.)	C-Sablayan	1					#DIV/0!	0.00%	500							0.00%	#DIV/0!		
1. Administrative Services		Occidental Mdo						#DIV/0!	#DIV/0!	1,706			16	1,304	123	335	76.46%	25.68%		
1.1 Personnel Management		Occidental Mdo						#DIV/0!	#DIV/0!	1,148			0	1,104	75	239	96.17%	21.65%		
a. Preparation of contracts/ appointments	Contract of service prepared (no.)	Occidental Mdo	13		7		20	#DIV/0!	153.85%	10							0.00%	#DIV/0!		
Hiring of Blue Guards	- Blue Guard hired (no.)	Occidental Mdo	4	4	4	4	4	100.00%	100.00%	720				720	59	178	100.00%	24.72%		
Hiring of janitor	- Janitors hired (no.)	Occidental Mdo	4	4	4	4	4	100.00%	100.00%	384				384	16	61	100.00%	15.89%		
b. Submission of Statement of Assets and Liabilities	Statement of Assets and Liabilities and Networth (SALN) reviewed and	Occidental Mdo	164		164		156	#DIV/0!	95.12%	5							0.00%	#DIV/0!		

and Networth (SALN)		submitted to the Office of the Ombudsman (no.)																	
c. Preparation and processing of emoluments and other payments due to personnel		Salary payrolls/vouchers prepared and processed per payroll (no.)	Occidental Mdo	12	1	4	1	4	100.00%	33.33%	10						0.00%	#DIV/0!	
d. Evaluation of Personnel Performance		IPCR commitment submitted to Personnel Section,Admin. Division - Regonal Office with matrix of those who submit and did not submit (January to December 2021)	Occidental Mdo	166	0	166		150	#DIV/0!	90.36%	10						0.00%	#DIV/0!	
		IPCR with rating submitted to Personnel Sec., Admin. Div.-R.O. with matrix of those who submit and did not submit January - With rating (Jul.-Dec. 2020) July - With rating (Jan.-June 2021)	Occidental Mdo	332	0	166		134	#DIV/0!	40.36%	9						0.00%	#DIV/0!	
e. Process retirement/ terminal benefits (compulsory/mandatory)		Complete documents for Terminal Leave submitted to Finance Division for processing (no.)	Occidental Mdo	1	0	0		0	#DIV/0!	0.00%									
f. Preparation of NOSA/NOSI		NOSA/ NOSI report prepared and submitted to R.O. (no.)	Occidental Mdo	164	0	164		169	#DIV/0!	103.05%									
1.2 General Services Administration			Occidental Mdo						#DIV/0!	#DIV/0!	492			16	194	45	90	39.51%	46.30%
a. Property Management																			
a.1 Management of PPE (Property Plant & Equipment) Government vehicles (Fixed Expenditures)		Vehicles registered and insured (no.)	Occidental Mdo	17				19	#DIV/0!	111.76%	10							#REF!	#REF!
		Vehicle repaired (no.)	Occidental Mdo	ANA	ANA	ANA		0	#VALUE!	#VALUE!	226			0	71	20	34	31.19%	48.23%
		Vehicle maintained (no.) Pick-Up - 5, Truck - 1, Motorcycle - 15	Occidental Mdo	17	17	17	21	21	123.53%	123.53%									
a.2 Maintenance of Office Equipment (photo copying machine and aircon)		Office Equipment repaired (no.)	Occidental Mdo	ANA	ANA	ANA		0	#VALUE!	#VALUE!	77			0	50	8	20	64.81%	40.08%
		Office Equipment maintained (no.)	Occidental Mdo	105	105	105	105	105	100.00%	100.00%									
Power source/supply		Generator and solar panel maintained (no.)	Occidental Mdo	7	7	7	7	7	100.00%	100.00%	78			0	2		2	2.56%	100.00%



	PhilGEPS posting compliance (January 31, 2021) (compliance for 2020) Submission Date: January 28, 2021	Occidental Mdo	1	0	1		1	#DIV/0!	100.00%									
b. Procurement Monitoring	Procurement Monitoring Report (PRM) prepared and submitted (no.) (January 14, 2021 for 2nd Sem 2020) (July 14, 2021 for 1st Sem 2021)	Occidental Mdo	2	0	1		1	#DIV/0!	50.00%	6		0	6	3	6	100.00%	100.00%	
2.3 Cashiering and Collections	PMR for 2nd sem 2020 submitted - January 13, 2021	Occidental Mdo								44		8	8	0	0	17.05%	0.00%	
a. Submission of Report	Disbursement Report prepared and submitted to the Accounting Section RADAI, RCI (no.)	Occidental Mdo	24	2	8	0	150	0.00%	625.00%	5		0				0.00%	#DIV/0!	
b. Cashiering and collections	LDDAP submitted/ forwarded to the bank (no.)	Occidental Mdo	360	30	120	35	221	116.67%	61.39%	5		0				0.00%	#DIV/0!	
	Report of collections prepared, submitted and filed (no.)	Occidental Mdo	12	1	4	1	4	100.00%	33.33%	10		0				0.00%	#DIV/0!	
	Remittances check prepared/ delivered and filed (no.)	Occidental Mdo	60	5	20	5	23	100.00%	38.33%	8		0				0.00%	#DIV/0!	
	Advice of Checks Issued and Cancelled (ACIC) prepared and submitted (no.)	Occidental Mdo	140	10	40	7	34	70.00%	24.29%	5		0				0.00%	#DIV/0!	
c. Bonding/renewal of Special Disbursing Officers	Special Disbursing Officers (SDO) bonded/renewed (no)	Occidental Mdo	11	0	1	0	1	#DIV/0!	9.09%	11		8	8			68.18%	0.00%	
2. Financial Management Services		Occidental Mdo								104		20	32	7	19	30.75%	59.41%	
2.1 Accounting		Occidental Mdo								71		10	11	4	6	15.75%	53.67%	
a. Disbursement	All claims obligated/ approved for payment or acted upon (no.)	Occidental Mdo	1,500	50	425	0	95	0.00%	6.33%	8		0	2		2	18.75%	133.33%	
b. Bookkeeping	Transactions recorded/posted into different books of accounts/ journals (no.)	Occidental Mdo	120	10	40	0	424	0.00%	353.33%	6		5	5			91.65%	0.00%	
	Disbursement reports transmitted to COA (no.)	Occidental Mdo	12	1	4	0	1	0.00%	8.33%	8		0				0.00%	#DIV/0!	
	Reports on Ageing of Cash Advances (RACA) prepared (no.)	Occidental Mdo	4	1	2	0	0	0.00%	0.00%	8		0				0.00%	#DIV/0!	



c. Remittance	Salary & other deductions remittance list prepared (no.)	Occidental Mdo	60	5	20	0	10	0.00%	16.67%	8			0				0.00%	#DIV/0!	
d. Reporting	Financial Statements submitted to RO/COA (no.)	Occidental Mdo	12	1	4	0	4	0.00%	33.33%	8			0				0.00%	#DIV/0!	
	Financial Accountability Report (FAR#S 3, 4, 5, 6, 1-c) submitted to RO/CO/COA	Occidental Mdo	21	2	8	0	0	0.00%	0.00%	4			0				0.00%	#DIV/0!	
e. Attendance to Regional/ National Reconciliation) and Pre-Reconciliation	Pre-Reconciliation conducted and attended (no.)	Occidental Mdo	1	0	1	0	0	#DIV/0!	0.00%	16			0				0.00%	#DIV/0!	
	Regional/National Reconciliation attended (no.)	Occidental Mdo	1	0	1	0	0	#DIV/0!	0.00%	5			4	4	4	4	83.60%	95.69%	
2.2 Budgeting		Occidental Mdo								33			3	13	3	13	40.30%	97.74%	
b. Budget Reprogramming	Monthly Disbursement Program and Financial Plans prepared and submitted to Central Office (no.)	Occidental Mdo	1				0	#DIV/0!	0.00%										
c. Obligation of Allotment	Claims received obligated and generated using e-Budget system (no.)	Occidental Mdo	1,000	80	310	0	48	0.00%	4.80%	10			0	10		10	100.00%	100.00%	
d. Reporting of Financial Accountability Reports (FARs)	Financial Accountability Reports (FAR#s 1, 1-a and 1-b) submitted to Regional Office/Central Office/COA (mode of submission - monthly, quarterly, semi-annual or once a yr.)	Occidental Mdo.	16	4	4	0	0	0.00%	0.00%	8			0				0.00%	#DIV/0!	
e. Registry of Allotment and Obligations	RAOD (PS, MOOE & CO) prepared (no.)	Occidental Mdo	36	3	12	0	6	0.00%	16.67%	5			0				0.00%	#DIV/0!	
f. Attendance to Workshop/trainings (National/Regional)	Pre-Reconciliation attended (no.)	Occidental Mdo	1	0	1	0	0	#DIV/0!	0.00%										
	Regional/National Reconciliation attended (no.)	Occidental Mdo	1	0	1	0	0	#DIV/0!	0.00%	10			3	3	3	3	33.00%	90.91%	
3. Top Level Management and Supervision		Occidental Mdo								427			6	115	3	39	26.84%	34.03%	
3.1 Instructions for action	Papers/documents/ communications acted upon (no)	Occidental Mdo	1,000	50	300	0	460	0.00%	46.00%	117			0	72	11	27	61.54%	37.50%	

3.2	Field inspections	Field visits conducted (no.)	Occidental Mdo	40	3	13	0	10	0.00%	25.00%	80			0	0	0	0	0.00%	#DIV/0!	
			PENRO	16	1	5	0	2	0.00%	12.50%	32			0				0.00%	#DIV/0!	1) NGP Sites 2) MCWS
			C-Sablayan	12	1	4	0	2	0.00%	16.67%	24			0				0.00%	#DIV/0!	1) NGP Sites 2) MCWS
			C-San Jose	12	1	4	0	6	0.00%	50.00%	24			0				0.00%	#DIV/0!	1)Re-assessment of Virginia Cave in Pawican Ilin Island (March 10-11); 2)March 15-19 Celebration of World Water day 2021 at San Jose, Calintaan, Rizal and Magsaysay; 3)Mangrove planting and nursery establishment at Calintaan (March 20)
3.3	Conferences, Meetings and	Meetings/conferences attended (no.)	Occidental Mdo	64	5	21	3	28	60.00%	43.75%	180			6	15	3	11	8.36%	73.14%	
	other related activities		PENRO	24	2	8	0	4	0.00%	16.67%	68			6	14	3	10	20.65%	71.23%	attended on the Regional Expanded Executive Committee meeting on January 11, 2021
																				meeting with Survey Assessment Team atCENRO San Jose on January 20-23, 2021 via zoom
			C-Sablayan	20	2	7	3	16	150.00%	80.00%	56			0				0.00%	#DIV/0!	1.) Re-organizing the Municipal Disaster and Risk Reduction Management Council (MDRRMC) of the Municipality of Sablayan, Province of Occidental Mindoro (April 20, 2021).; 2.) Committee Hearing on Environmental Protection, Tourism and Culture (April 8, 2021).; 3.) Solid Waste Management Board 1st Quarter Meeting (April 8, 2021)
			C-San Jose	20	1	6	0	12	0.00%	60.00%	56			0	1		1	1.79%	100.00%	

																		1)Meeting re Obrasura implementation and presentation of Approved resolution on the creation of Task Force Cali-Kasan "Calintaan Para sa Kalikasan" (Feb 19); 2)Orientation of the NGP partners in Brgy.Naibuan San Jose (March 4); 3)Farm Tourism Seminar (March 5); 4) Conduct of basic orientation course on RA 9072 (March 8-9); 5)Meeting re the conduct of Pandurucan River Clean-up with the representatives of participating agencies and offices at San Roque (March 12); 6)General assembly of Brgys. Poblacion and Concepcion, Calintaan (March 21).
	Meetings/conferences conducted (no.)	Occidental Mdo	10	1	1	0	0	0.00%	0.00%	50			0	28	0	28	55.13%	101.58%
		PENRO	4	1	1	0	0	0.00%	0.00%	20			0	18		18	87.83%	102.48%
		C-Sablayan	3	0	0	0	0	#DIV/0!	0.00%	15			0				0.00%	#DIV/0!
		C-San Jose	3	0	0	0	0	#DIV/0!	0.00%	15			0	10		10	66.67%	100.00%
	Clients served (no.)	Occidental Mdo	250	20	80	59	138	295.00%	55.20%									
		PENRO	100	7	27	0	16	0.00%	16.00%									
		C-Sablayan	75	7	27	0	63	0.00%	84.00%									
		C-San Jose	75	6	26	59	59	983.33%	78.67%									Clients served for January to Entering in CSS system discontinued until further notice because of system update. Filled-up CSS forms of clients are still collected and kept until advised to
4. Budgetary Reserves		Occidental Mdo								3,495							0.00%	#DIV/0!
Imposition and Mandatories																		
4.1 Mandatory Expenses		Occidental Mdo								3,495			201,000	363	198	360	10.39%	99.17%
Salaries, Wages and other Personal Services		Occidental Mdo								9,978			2,501	3,110	2,501	3,110	0	2
5.1 PS		Occidental Mdo								9,160			2,500.744	3,044.319	2,500.744	3,044.319	33.23%	100.00%
5.2 Relief Life Insurance Premium		Occidental Mdo								818			0.000	65,229	0.000	65,229	7.97%	100.00%
II. Human Resource Development		Occidental Mdo								568			0	34	34	34	6.06%	100.00%
VII. Salaries, wages and other Personal Services		Occidental Mdo								568			0	34	34	34	6.06%	100.00%
1. Personal Services		Occidental Mdo								520			0.000	34,431	34,431	34,431	6.62%	100.00%

2. Relief Life Insurance		Occidental Mdo								48			0				0.00%	#DIV/0!	
Data Management including Systems	MOOE CO	PENRO Occ Mindoro								260	0	0	0	180	15	37	69.23%	20.56%	
Development and Maintenance	PS									1,450	0	0	0	1,210	0	1,210	83.45%	100.00%	
										616	0	0	165	202	165	202	32.82%	100.00%	
1. Implementation of Information Systems	Database maintained (no.)		6	6	6	6	6	100.00%	100.00%										
	DATS																		
	eBudget																		
	eNGAS																		
	eFIS																		
	Attendance																		
	LAMS																		
	Payroll System Management																		
2. Maintenance and updating of all applicable information systems (end-users/ systems owners shall be responsible from the date population of the information systems																			
a. Management and maintenance of website	100% Website operationalized/ maintained/ updated (no)		1	1	1	1	1	100.00%	100.00%										
b. Operation/Maintenance of Enhanced Forestry Information System																			
b.1 FIS attributes and GIS database mgt system	Updated Forestry Statistics available on-line		4	1	1	1	1	100.00%	25.00%										
	Newly approved/existing forest tenure/CTPO record																		
CBFMA	reviewed and submitted																		
CSC	online to FMB (no.)																		
SLUP																			
SIFMA	Newly approved forest																		
FLAg	tenure/ existing forest																		
FLAgT	tenure/CTPO record																		
CTPO/PLTPC/PLTP/SPLTP	created, reviewed and																		
3. Management and										260			0	180	15	37	69.23%	20.56%	

	maintenance of ICT equipment, safety and security systems, Local Area Network, VOIP, Internet connectivity and other ICT resources and facilities																		
	a. Maintenance of network infrastructure	Network Infrastructure maintained	12	1	4	1	4	100.00%	33.33%										
		80% uptime of Network Infrastructure with reports submitted to KISS on the 5th day of every month																	
	b. Hiring of IT Assistant	IT Assistant hired (no.)	1	1	1	1	1	100.00%	100.00%	180			0	180	15	37	100.00%	20.56%	
	c. Maintenance of Internet Connectivity and Facility	Internet Subscription	3	3	3	3	3	100.00%	100.00%	80			0				0.00%	#DIV/0!	
	d. Management and maintenance of safety and security systems, other ICT resources and facilities	Safety and security system equipment maintained/ operationalized (no)	6	6	6	6	6	100.00%	100.00%										
		ICT Equipment maintained (no.)	4	4	4	4	4	100.00%	100.00%										
	4. Operationalization of in-house GIS based ENR Information																		
	a. Updating and Implementation of DENR Control Map	updated (no) DENR Control Map updated and implemented	1	1	1	1	1	100.00%	100.00%										
	5. Generate latest statistics and Information on ENR related concerns	ENR Statistical Profile updated, packaged and published (no.)	1				0	#DIV/0!	0.00%										
	6. Coordination/ linkages/ attendance to learning events/ Workshop on ICT & other Statistical concerns	Workshop/training on ICT/ Statistics attended (no.)	1			0	1	#DIV/0!	100.00%										
		Celebration of National Statistics Month (NSM)	3				0	#DIV/0!	0.00%										
	7. Procurement of ICT equipment																		
	For Data Management																		

Including Systems Development and Maintenance																		
a. Procurement of IT equipment	Laptop Desktop		20 10 10	0	20 10 10		20 10 10	#DIV/0! #DIV/0! #DIV/0!	100.00% 100.00% 100.00%	1,450 750 700			0 0 0	1,210 673 537	0	1,210 673 537	83.45% 89.73% 76.71%	100.00% 100.00% 100.00%
16. Salaries, wages and other Personal Services										616			165	202	165	202	32.82%	100.00%
a. Personal Services										563			165.041	202.147	165.041	202.147	35.91%	100.00%
b. Retirement and Life Insurance Premiums										53			0				0.00%	#DIV/0!
Production and Dissemination of Technical and Popular Materials in the Conservation and Development of Natural Resources including Environmental Education	MOOE	Occidental Mindoro PENRO CENRO Sablayan CENRO San Jose								89 21 19 49			2 0 0 2	8 4 0 4	2 0 0 2	8 4 0 4	26.79% 57.14% 0.00% 50.00%	#DIV/0! #DIV/0! #DIV/0! #DIV/0!
1. Public Information	Radio program aired DENR	Occidental Mdo	2	0	0	0	0	#DIV/0!	0.00%	30			0	0	0	0	0.00%	#DIV/0!
	special events (no./ no. of mins.)	C-San Jose	2	0	0	0	0	#DIV/0!	0.00%	30			0				0.00%	#DIV/0!
2. Information, Education and Communication	Forums/Symposiums/meetings attended (no.)	Occidental Mdo PENRO C-Sablayan	3 1 1	0 0 0	0 0 0	0 0 0	1 0 0	#DIV/0! #DIV/0! #DIV/0!	33.33% 0.00% 0.00%	21 7 7			0 0 0	4 4	0	4 4	19.05% 57.14% 0.00%	100.00% 100.00% #DIV/0!
		C-San Jose	1	0	0	0	1	#DIV/0!	100.00%	7			0				0.00%	#DIV/0!
a. Brainstorming/ Planning (identify theme/ monthly	Lectures on Environmental Education	Occidental Mdo C-Sablayan  C-San Jose	2 1 1	0 0 0	0 0 0	0 0 0	1 0 1	#DIV/0! #DIV/0! #DIV/0!	50.00% 0.00% 100.00%	16 8 8			2 0 2	4	2	4 4	25.00% 0.00% 50.00%	100.00% #DIV/0! 100.00%

celebration)	conducted with report submitted (no.)																	
	Exhibits to showcase ENR programs and success stories installed/participated (no.)	Occidental Mdo PENRO	1 1	0 0	0 0	0 0	0 0	#DIV/0! #DIV/0!	0.00% 0.00%	11 11			0 0	0 0	0 0	0 0	0.00% 0.00%	#DIV/0! #DIV/0!
3. Installing of streamers/ billboards/ signages in strategic areas	Streamers/billboards/ signages/tarpaulins installed (no.)	Occidental Mdo PENRO C-Sablayan C-San Jose	6 2 2 2	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	#DIV/0! #DIV/0! #DIV/0! #DIV/0!	0.00% 0.00% 0.00% 0.00%	11 3 4 4			0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0.00% 0.00% 0.00% 0.00%	#DIV/0! #DIV/0! #DIV/0! #DIV/0!
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects	MOOE	Occidental Mdo PENRO C-Sablayan C-San Jose Mandatories								891 405 140 140 206			3 3 0 0 0	17 4 6 8 0	0 0 0 0 0	15 1 6 8 0	5.88% 12.29% 5.00% 6.25% 0.00%	#DIV/0! #DIV/0! #DIV/0! #DIV/0! #DIV/0!
A. Planning																		
1. Coordination, formulation and integration of plans, programs and activities for the short, medium and long term horizon including the review and updating of existing plans																		
a. Preparation and submission of Budget Proposal for FY 2022 cum Forward Estimates for FY 2022-2024	FY 2022 Proposed Physical & Financial Plans prepared and submitted (no.)	Occidental Mdo	1	0	1	0	1	#DIV/0!	100.00%	26			0				0.00%	#DIV/0!
b. Preparation and submission of Work and Financial Plan for FY 2022	FY 2022 Work and Financial Plan prepared and submitted (no.)	Occidental Mdo	1	0	0	0	0	#DIV/0!	0.00%	26			3	3			11.85%	0.00%
2. Conduct of consultation meeting with the stakeholders	Meetings/consultations conducted (no.)	Occidental Mdo	2		1	0	1	#DIV/0!	50.00%	20			0				0.00%	#DIV/0!
3. Preparation and																		

[illegible]



[illegible]

1.	Mandatory Expenses	Occidental Mdo								206			0				0.00%	#DIV/0!	
3.	Salaries, wages and other Personal Services	Occidental Mdo								1,717			459	562	103	103	32.73%	18.40%	
a.	Personal Services	Occidental Mdo								1,571			458.554	561.963	103.409	103.409	35.77%	18.40%	
b.	Retirement and Life Insurance Premiums	Occidental Mdo								146			0				0.00%	#DIV/0!	

Prepared by:

Reviewed by:

Approved:

HENRY A. MARMOL  
OIC, Planning Section

ABE R. FRANCISCO  
Chief, Management Services Division

ERNESTO E. TAÑADA  
OIC, PENR Officer