

# **REVISED STATISTICAL REPORTING FORMS on Forestry**

Forest Management Bureau




# OUTLINE OF PRESENTATION

## Legal Bases of Statistical Reporting System (SRS)

OLD SRS Forms  
on Forestry

**NEW SRS Forms  
on Forestry**

- 
- Sample of the Instruction Manual
  - Important Reminders



# STATISTICAL REPORTING SYSTEM

includes the production and disposition of forest products, issuances of approved forestry license/permits, and employment

- [DMO 2021-02](#) Adopting the Revised Statistical Reporting Forms on Forestry
- [DAO 1999-09](#) Adopting Revised Statistical Reporting Forms and Amending Certain Sections of DAO 1994-10
- [DAO 1994-10](#) Amendment of DAO 1989-133 re: Prescribing a Standard DENR Statistical Reporting System and DAO 1993-31 re: Submission of Statistical Data and Information of all Foreign Assisted Projects to the Planning Service, Planning and Policy Office
- [DAO 1989-133](#) Prescribing a Standard DENR Statistical Reporting System





# FOREST BASED PRODUCTS



Logs



Fuelwood



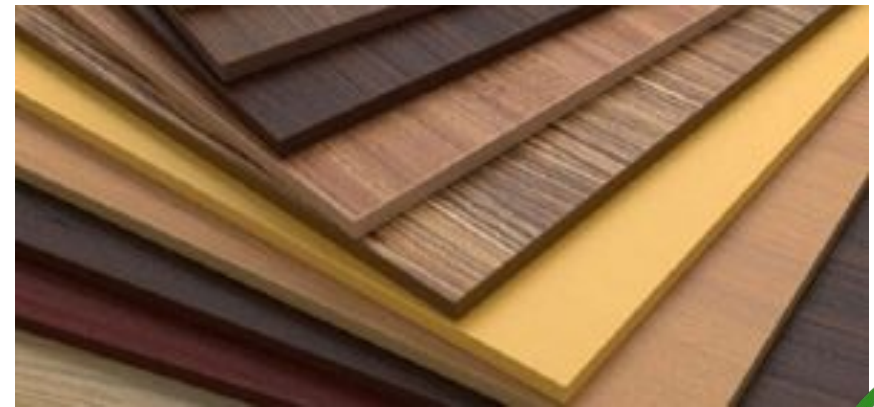
Lumber



Veneer



Block Board



Plywood



# OTHER WOOD BASED PRODUCTS



**Particleboard**



**Fiberboard**

# STATISTICAL REPORTING SYSTEM

	OLD FORMS (12)		REVISED FORMS (11)	
Production and Disposition	FS 1	Log	SRS 1A	Log
	FS 1.1	Sawlog/Veneer Log		
	FS 1.2	Pulpwood		
	FS 1.3	Poles and Piles		
			SRS 1B	Tree Cutting
	FS 2	Fuelwood & Wood Charcoal	SRS 2	Fuelwood & Wood Charcoal
	FS 3	Lumber	SRS 3A	Lumber (Local Input)
			SRS 3B	Lumber (Imported Input)
	FS 4	Veneer	SRS 4A	Veneer (Local Input)
			SRS 4B	Veneer (Imported Input)
	FS 5	Plywood	SRS 5	Plywood
	FS 6	Blockboard	SRS 6	Other Wood-Based Products
	FS 7	Other Wood-Based Products		
	FS 8	Non-Timber Forest Products	SRS 7	Non-Timber Forest Products
Issuances	FS 9	Issuances of Approved Forestry License/Permits	SRS 8	Issuances of Approved Forestry Permits/ Tenure Instruments
Employment	FS 10	Employment Statistics		(Removed)

# STATISTICAL REPORTING SYSTEM

REVISED FORMS		Additional Information
SRS 1A	Log	Beginning Balance and Ending Balance, Address of Buyer
SRS 1B	Tree Cutting	Beginning Balance and Ending Balance
SRS 2	Fuelwood & Wood Charcoal	Beginning Balance and Ending Balance, Address of Buyer
SRS 3A	Lumber (Local Input)	Beginning Balance and Ending Balance, Address of Buyer, Complete Business Address (Permittee), Company Name and Address/Country of Origin (Input)
SRS 3B	Lumber (Imported Input)	
SRS 4A	Veneer (Local Input)	Beginning Balance and Ending Balance, Address of Buyer, Complete Business Address (Permittee), Company Name and Address/Country of Origin (Input)
SRS 4B	Veneer (Imported Input)	
SRS 5	Plywood	Beginning Balance and Ending Balance, Address of Buyer, Complete Business Address (Permittee), Company Name and Address/Country of Origin (Input)
SRS 6	Other Wood-Based Products	Beginning Balance and Ending Balance, Address of Buyer, Complete Business Address (Permittee), Company Name and Address/Country of Origin (Input)
SRS 7	Non-Timber Forest Products	Beginning Balance and Ending Balance, Address of Buyer, Complete Business Address (Permittee), Coordinates (Northing, Easting)
SRS 8	Issuances of Approved Forestry Permits/ Tenure Instruments	Coordinates (Northing, Easting)



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APR 28 2021

**DENR Memorandum Order**  
**No. 2021 - 02**

**SUBJECT : ADOPTING THE REVISED STATISTICAL REPORTING  
FORMS ON FORESTRY**

Pursuant to Section 3 of DENR Administrative Order No. 1999-09 and in order to be responsive to the current developments in the forestry sector, the following forms (Annexes 1 to 11) are hereby revised and adopted:

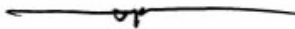
- FS-SRS 1-A: Log Production and Disposition
- FS-SRS 1-B: Tree Cutting and Disposition
- FS-SRS 2: Fuelwood and Wood Charcoal Production
- FS-SRS 3-A: Lumber Production and Disposition (Local Input)
- FS-SRS 3-B: Lumber Production and Disposition (Imported Input)
- FS-SRS 4-A: Veneer Production and Disposition (Local Input)
- FS-SRS 4-B: Veneer Production and Disposition (Imported Input)
- FS-SRS 5: Plywood Production and Disposition
- FS-SRS 6: Other Wood-Based Production and Disposition
- FS-SRS 7: Non-timber Production and Disposition
- FS-SRS 8: Issuances of Approved Forestry Permits/Tenure Instruments

The attached instruction manual on how to fill-out the forms (Annex 12) shall guide the concerned units of the DENR Field Offices in accomplishing the revised forestry statistical forms.

The Regional Offices shall prepare the quarterly report with monthly breakdown using the prescribed electronic spreadsheet format. The electronic copy shall be submitted by the Regional Offices through their respective official email address to the Forest Management Bureau (FMB).

All Offices shall ensure the completeness, correctness, and timely submission of the forestry statistical reports.

For immediate compliance.

  
**ROY A. CIMATU**  
Secretary





# LOG PRODUCTION AND DISPOSITION

## OLD FORMS

Program/Project/Activity: SAWLOG/VENEER LOG PRODUCTION and DISPOSITION

Program/Project/Activity: PULPWOOD PRODUCTION and DISPOSITION

Program/Project/Activity: POLES AND PILES PRODUCTION and DISPOSITION

Name of Licensee/Permittee/Company/ Holder/People's Organization (1)	Type of License/ Permit/Tenurial Instrument <sup>1/</sup> (2)	P r o d u c t i o n			Total Forest Charges/ Gov't. Share Paid (P) (6)	Consumed (m3) (7)	D i s p o s i t i o n				
		Species (3)	N/P <sup>2/</sup> (4)	Net Volume (m3) (5)			Disposed/Sold				
							Domestic (m3) (8)	Buyer (Company Name) (9)	Export (m3) (10)		

## REVISED FORM

### LOG PRODUCTION AND DISPOSITION

PENRO	CENRO	Month	Name of Permittee/Tenure Holder	Type of Permit/Tenure Instrument	Beginning Balance (m3)  <b>NEW</b>	P R O D U C T I O N				Consumed by Owned WPP (m3)	D I S P O S I T I O N				Ending Balance (m3)  (6+9) - (11+13)  <b>NEW</b>		
						Type of Logs N-Naturally Grown P-Planted	Species	Volume (m3)	Forest Charges Paid (Php) <i>(for Naturally Grown ONLY)</i>		S o l d			Address of Buyer <sup>1/</sup>			
											Type of Sales D-Domestic E-Export	Volume (m3)	Name of Buyer				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)		

*Log Production (for industrial use)*

# TREE CUTTING AND DISPOSITION

## NEW FORM

TREE CUTTING AND DISPOSITION														
PENRO	CENRO	Month	Name of Permittee	Type of Permit	Beginning Balance (m <sup>3</sup> )	TREE CUTTING				DISPOSITION				Ending Balance (m <sup>3</sup> ) (6+9) - 12
						Type of Logs N-Naturally Grown P-Planted	Species	Volume (m <sup>3</sup> )	Forest Charges Paid (Php) (for Naturally Grown ONLY)	Type of Disposition PC-Personal Consumption TO-Turn Over Others-pls. specify	Volume (m <sup>3</sup> )	Name of Recipient	Address of Recipient (Municipality, Province)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)

*Removal from Tree Cutting Permit, Special Tree Cutting Permit, Private Land Timber Permit, and Muyong Resource Permit. (for non-commercial use including exemption for NGAs)*

# FUELWOOD & WOOD CHARCOAL PRODUCTION AND DISPOSITION

## OLD FORM

Province of Origin (1)	Naturally Grown / Planted (2)	Production (m3) (3)	Forest Charges Paid (P) (4)
A. Fuelwood B. Wood Charcoal			

## REVISED FORM

FUELWOOD & WOOD CHARCOAL PRODUCTION AND DISPOSITION															
PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Type of Permit	Type of Product (Fuelwood or Wood Charcoal)	Beginning Balance (m³)	PRODUCTION		Volume (m³)	DISPOSITION			Ending Balance (m³) (8+11) - (12+13)	
								Name of Source	Address of Source		Personal Consumption (m³)	Sold			
												Volume (m³)	Name of Buyer	Address of Buyer (Municipality, Province)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
			NEW				NEW				NEW				

# LUMBER PRODUCTION AND DISPOSITION

## OLD FORM

Permittee (1)	Local			Imported			Disposed/Sold	
	Species (2)	Log Input <sup>(m<sup>3</sup>)</sup> (3)	Mill Output <sup>(m<sup>3</sup>)</sup> (4)	Species (5)	Log Input <sup>(m<sup>3</sup>)</sup> (6)	Mill Output <sup>(m<sup>3</sup>)</sup> (7)	Domestic (8)	Export (9)

## REVISED FORMS

### LUMBER PRODUCTION AND DISPOSITION (LOCAL INPUT)

PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Beginning Balance (m <sup>3</sup> )	PRODUCTION					DISPOSITION		DISPOSITION		Ending Balance (m <sup>3</sup> )  (6+11) - (12+13+15)		
						Log Input				Mill Output (m <sup>3</sup> )	Personal Consumption (m <sup>3</sup> )	Consumed by Owned WPP (m <sup>3</sup> )	Type of Sales D- Domestic E- Export	Volume (m <sup>3</sup> )		Sold	
						Company Name	Company Address	Species	Volume (m <sup>3</sup> )							Name of Buyer	Address of Buyer <sup>1/</sup>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)
				NEW								NEW		NEW			

NEW

NEW

NEW

### LUMBER PRODUCTION AND DISPOSITION (IMPORTED INPUT)

PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Beginning Balance (m <sup>3</sup> )	PRODUCTION							DISPOSITION		Sold		Ending Balance (m <sup>3</sup> )  (6+11) - (12+13+15)
						Log Input				Mill Output (m <sup>3</sup> )			Personal Consumption (m <sup>3</sup> )	Consumed by Owned WPP (m <sup>3</sup> )			
						Company Name	Country of Origin	Species	Volume (m <sup>3</sup> )								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)
				NEW								NEW				NEW	

NEW

NEW

NEW

# VENEER PRODUCTION AND DISPOSITION

## OLD FORM

Permittee (1)	Log Input <sup>(m<sup>3</sup>)</sup>		Total Mill Output <sup>(m<sup>3</sup>)</sup>	Consumed <sup>1/</sup> (m <sup>3</sup> )	Disposed/Sold	
	Local (2)	Imported (3)	(4)	(5)	Domestic (6)	Export (7)

## REVISED FORMS

### VENEER PRODUCTION AND DISPOSITION (LOCAL INPUT)

PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Beginning Balance (m <sup>3</sup> )	PRODUCTION				DISPOSITION				Ending Balance (m <sup>3</sup> ) (6+10) - (11+13)	
						Log Input			Mill Output (m <sup>3</sup> )	Consumed by Owned WPP (m <sup>3</sup> )	Sold				
						Company Name	Company Address	Volume (m <sup>3</sup> )			Type of Sales D- Domestic E- Export	Volume (m <sup>3</sup> )	Name of Buyer		Address of Buyer <sup>1/</sup>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
				NEW								NEW			

NEW

NEW

### VENEER PRODUCTION AND DISPOSITION (IMPORTED INPUT)

PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Beginning Balance (m <sup>3</sup> )	PRODUCTION				DISPOSITION				Ending Balance (m <sup>3</sup> ) (6+10) - (11+13)	
						Log Input			Mill Output (m <sup>3</sup> )	Consumed by Owned WPP (m <sup>3</sup> )			Sold		
						Company Name	Country of Origin	Volume (m <sup>3</sup> )			Type of Sales D-Domestic E- Export	Volume (m <sup>3</sup> )	Name of Buyer		Address of Buyer <sup>1/</sup>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
				NEW								NEW			

NEW

NEW



# PLYWOOD PRODUCTION AND DISPOSITION

## OLD FORM

Permittee  (1)	Veneer Input (m3)			Mill Output (m3) (5)	Disposed/Sold (m3)	
	Company Produced  (2)	Purchased			Domestic  (6)	Export  (7)
		Local  (3)	Imported  (4)			

## REVISED FORM

PLYWOOD PRODUCTION AND DISPOSITION																			
PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Beginning Balance (m <sup>3</sup> )	PRODUCTION							DISPOSITION					Ending Balance (m <sup>3</sup> ) (6+14) - (15+17)	
						Company Produced (m <sup>3</sup> )	Veneer Input					Mill Output (m <sup>3</sup> )	Consumed by Owned WPP (m <sup>3</sup> )	Type of Sales D-Domestic E- Export	Volume (m <sup>3</sup> )	Sold			
							Purchased			Country of Origin	Volume (m <sup>3</sup> )					Name of Buyer	Address of Buyer <sup>1/</sup>		
							Local	Company Name	Company Address										
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)
				NEW			NEW			NEW			NEW				NEW		

# OTHER-WOOD BASED PRODUCTION AND DISPOSITION

## OLD FORMS

Program/Project/Activity: BLOCKBOARD PRODUCTION and DISPOSITION						
Permittee (1)	Input (m3)			Mill Output (m3) (5)	Disposed/Sold (m3)	
	Veneer		Lumber/ Sawmill Waste (4)		Domestic (6)	Export (7)
	Local (2)	Imported (3)				

Program/Project/Activity: OTHER WOOD-BASED PRODUCTION and DISPOSITION								
Permittee (1)	Type of Product (2)	Input (m3)				Mill Output (m3) (7)	Disposed/Sold (m3)	
		Veneer (3)	Pulpwood (4)	Woodwaste (5)	Others (6)		Domestic (8)	Export (9)

## REVISED FORM

OTHER WOOD-BASED PRODUCTION AND DISPOSITION																
PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Type of Product	Beginning Balance (m³)	PRODUCTION				DISPOSITION				Ending Balance (m³) (7+12) - 14	
							Input			Volume (m³)	Mill Output (m³)	Type of Sales D-Domestic E- Export	Volume (m³)	Name of Buyer		Address of Buyer <sup>1/</sup>
							Type of Input (Veneer, Plywood, Pulpwood, Woodwaste, etc.)	Company Name	Company Address							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
				<b>NEW</b>			<b>NEW</b>								<b>NEW</b>	

Other wood-based products - blockboard, particleboard, fiberboard, etc.

# NON-TIMBER PRODUCTION AND DISPOSITION

## OLD FORM

Licensee/Permittee (1)	Nature of Product (e.g. Bamboo, Rattan, etc.) (2)	Type of Permit (e.g. OM, CV, etc.) (3)	Species (4)	Unit of Measure (5)	Quantity (6)	Forest Charges Paid (in Pesos) (7)
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## REVISED FORM

### NON-TIMBER PRODUCTION AND DISPOSITION

PENRO	CENRO	Month	Name of Permittee	Complete Business Address	Coordinates (Point Location of the Source) (WGS 1984 datum)		Type of Permit	Type of NTFP	Beginning Balance	Unit of Measure	PRODUCTION		Personal Consumption	DISPOSITION			Ending Balance (10+12) - (14+15)
					Longitude	Latitude					Quantity	Forest Charges Paid (Php) (if applicable)		Quantity	Name of Buyer	Address of Buyer (Municipality, Province)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)

NEW

NEW

NEW

#### STANDARD UNIT OF MEASURE

Almaciga Resin	Kilogram	Bamboo Poles	Piece	Split Rattan	Kilogram
Anahaw Leaves	Piece	Nipa Shingles	Piece	Unsplit Rattan	Lineal Meter
Anahaw Poles	Piece	Buri Midribs	Kilogram		

# ISSUANCES OF APPROVED FORESTRY PERMITS/ TENURE INSTRUMENTS

## OLD FORM

Licensee/Permittee  (1)	Type of License/Permit  (2)	Location  (3)	Plant Capacity  (4)	Area (ha)  (5)	Allowable Cut  (6)	Date Issued  (7)	Date Expired  (8)	Issued by (pls check)		
								RO	PENRO	CENRO
								(9)		

## REVISED FORM

### ISSUANCES OF APPROVED FORESTRY PERMITS/ TENURE INSTRUMENTS

Regional Office	PENRO	CENRO	Month	Type of Permit/ Tenure Instrument	Name of Holder	Complete Business Address	Coordinates (Point of Operation) (WGS 1984 datum)		Plant Capacity (for WPP)	Area (ha)	Allowable Cut	Date Issued (mm/dd/yyyy)	Date Expired (mm/dd/yyyy)
							Longitude	Latitude					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

NEW



Instructions on how to fill-out  
**FS-SRS 1-A: LOG PRODUCTION AND DISPOSITION**

Instruction for each field name of the **Log Production and Disposition** is provided to guide the users in filling out the form and help ensure standardization of data collection in all implementing units.

No.	Field Name	Instructions
	Region	Write the Region.
	Period Covered	Write the quarter and the year of the report.
(1)	PENRO	Write the PENR Office.
(2)	CENRO	Write the CENR Office.
(3)	Month	Write the specific month of the production.
(4)	Name of Permittee/Tenure Holder	Write the registered name of the reporting permittee or tenure holder involved in the log production.
		Write the permit or tenure instrument issued under which the logs were harvested and cut.
(5)	Type of Permit/ Tenure Instrument	Integrated Forest Management Agreement or <b>IFMA</b> Socializes Industrial Forest Management Agreement or <b>SIFMA</b> Community-Based Forest Management Agreement or <b>CBFMA</b> Certificate of Stewardship Contract or <b>CSC</b> Certificate of Tree Plantation Ownership or <b>CTPO</b>
(6)	Beginning Balance (m3)	Write the carried-over balance from the last reporting period (in cubic meter).
<b>PRODUCTION</b>		
(7)	Type of Logs	Indicate the type of logs produced: <b>N</b> if Naturally Grown and <b>P</b> if Planted.
		Write the specific common name of the log produced.
(8)	Species	Wood groupings like Philippine Mahogany, RTM, Construction and Furniture Wood, or Various/ Miscellaneous/ Mixed Species shall <b>NOT</b> be accepted.
(9)	Volume (m3)	Indicate the volume of logs produced (in cubic meter). This should be based on the official DENR Scaler's Report.
(10)	Forest Charges Paid (Php)	For naturally grown logs, write the amount paid (in pesos) as levy or tax for the log extracted from NATURAL FOREST in accordance with R.A. 7161. Write <b>NA</b> for planted logs.  Forest charges paid should be based on the official receipt <b>EXCLUDING</b> the administrative fees, oath fees, etc.

No.	Field Name	Instructions
<b>DISPOSITION</b>		
(11)	Consumed by Owned WPP (m3)	Indicate the volume of logs used as input for further processing in their own processing plant such as sawmill, plywood mill, and other wood-based mill (in cubic meter).
(12)	Sold: Type of Sales	Indicate the type of sales: <b>D</b> if Domestic/Local Market and <b>E</b> if Export.
(13)	Sold: Volume (m3)	Indicate the volume of logs sold in the local market or exported to other countries (in cubic meter).
(14)	Sold: Name of Buyer	Indicate the name of the buyer to whom the logs were sold and delivered.
		Indicate the address of the buyer.
(15)	Sold: Address of Buyer	Domestic: Municipality, Province Export: Country of Destination
(16)	Ending Balance (m3)	Subtract the volume of disposition from the beginning balance and volume of production (in cubic meter).  (Beg. Bal.+Vol. Prod.)-(Consumed by Owned WPP+Vol. Sold)
<b>SIGNATORIES</b>		
	Prepared/collated by	The person who prepares and collates the report should affix signature over printed NAME, POSITION/DESIGNATION and OFFICE.
	Reviewed by	The Supervisor or the In-charge who reviews the information in the form should affix signature over printed NAME, POSITION/DESIGNATION and OFFICE.
	Approved for release	The CENR Officer or the In-charge (for CENRO reports), the PENR Officer or the In- charge (for PENRO reports), and the Assistant Regional Director for Technical Services (for Regional reports) should affix signature over printed NAME, POSITION/DESIGNATION and OFFICE indicating that the reports have been approved for release.

Please use the instruction manual in filling-out each form.



# IMPORTANT REMINDERS!

- **AVOID** creating/inserting rows in between each entry in the form for the following details:
  - Name of PENRO/CENRO (*we have designated columns for these*)
  - Subtotal and Total (*this can only be added at the bottom part of the form*)
- Do not forget to **indicate the Month** for each entry in the form. **Month should be disaggregated.**
- Volume should be **disaggregated per species** of timber and non-timber. Volume of log production should be based on the **actual cut for the specific month** and not based on the permit with the total allowable cut.
- **AVOID** inserting **numbered list** into the names of permittee or in other data in the form.
- **AVOID merging cells** in a column or in a row.
- Do not forget to **SPECIFY THE PRODUCTS** for FS-SRS 2 (Fuelwood or Wood Charcoal) and FS-SRS 6 Other Wood-Based Products (Fiberboard, Blockboard, and other processed wood products).
- **Lumber that were not processed in WPPs shall be reported under FS-SRS 3A** and the volume of logs used shall also be reported under **FS-SRS 1A**
- **Purchased Imported Veneer** for plywood production shall be reported under FS-SRS 5 only. If the permittee is also the importer of the product, the said importation shall be reported based on DMO 2004-04.
- For processed wood product (lumber, veneer, plywood and other wood-based product), please make sure that the data for the **volume of input and output are complete**. Also, the **volume of output shall not exceed the volume of input**.

**THANK YOU!**

