

## INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

<b>Name of Participant:</b>	<b>CEDRICK MORALES MASONGSONG</b>
<b>Office/Service:</b>	DENR-PENRO Oriental Mindoro, MSD, Administrative Section
<b>Training Title:</b>	Environment and Natural Resources Frontline Course (Batch 3)
<b>Learning Providers:</b>	<p>DAY 1  <b>Abe R. Francisco</b> – MSD Chief, PENRO Occidental Mindoro  <b>Felizardo B. Cayatoc</b> – CENR Officer, CENRO Puerto Princesa  <b>Johnny P. Lilang</b> – TSD Chief, PENRO Palawan</p> <p>DAY 2  <b>Edna A. Tarrosa</b> – Chief, HRDS, MIMAROPA Regional Office  <b>Engr. Buena Fe A. Rioflorido</b> – Chief, Clearance &amp; Permitting Division, EMB MIMAROPA</p> <p>DAY 3  <b>Rhodora B. Ubani</b> – Chief, CDS, PENRO Palawan  <b>Juan B. Ebor</b> – Chief, Technology &amp; Transfer Division, ERDB  <b>Marilyn R. Limpiada</b> – Chief, Planning &amp; Mgt Division, DENR MIMAROPA and Chairperson, ARTA TWG RO</p> <p>DAY 4  <b>Abe R. Francisco</b> – MSD Chief, PENRO Occidental Mindoro  <b>Atty. Ghandi G. Flores</b> – Chief, Legal Division, DENR MIMAROPA  <b>Engr. Ellengrace R. Galiste</b> – Chief, Mine Management Division, MGB MIMAROPA</p> <p>Day 5  <b>Nazar Norman S. Cortuna, CPA</b> – Chief, Accounting Section, DENR MIMAROPA</p>
<b>Inclusive Dates:</b>	April 26-30, 2021
<b>Venue:</b>	Zoom Platform

### I. EVALUATION OF THE COURSE:

- Technical Content:**

The primary objective of the ENR Frontline Course is to strengthen the knowledge of all participants on the different frontline services of the DENR and how to deal with clients. It also aims to make the participants become an effective government employee.

The 3<sup>rd</sup> batch of the ENR Frontline Course was participated by forty (40) first level employees from Oriental Mindoro, Occidental Mindoro, Marinduque and Romblon (MIMARO). This is a 5-day training course.

The training course was segmented into three (3) modules as follows:

**I. MODULE 1: The DENR in Retrospect**

DAY 1

- a. DENR's Vision, Mission, Mandate and Core Values (Day 4)
- b. DENR's Organizational Structure
- c. Ten (10) DENR Major Programs
- d. Program for Environment and Natural Resources for Restoration, Rehabilitation and Development (PRRD)
- e. 2017-2022 Philippine Development Plan
- f. Ambisyon Natin 2040 &
- g. Sustainable Development Goals

**II. MODULE 2: ENR Frontline Services**

DAY 1

- a. Forest Management Services
  - Forest Management Bureau's Vision and Mandate
  - FMB's Organizational Structure
  - Philippine Forestry
  - Basic Forestry Law and Some Relevant Forestry Laws
  - Cutting Permits or Authorities
  - Special Uses of Forestlands
  - Tenurial Instruments
  - Integrated Forest Management Agreement (IFMA) DAO 99-53
  - Socialized Integrated Forest Management Agreement (IFMA) DAO 2004-30

DAY 1

- b. Land Management Services
  - Land Management Bureau's Mandate
  - Constitutional Provisions on Natural Resources
  - Concept of Land Ownership
  - The Public Land Laws, CARP Law and IPRA Law
  - Modes of Land Disposition

DAY 2

- c. Environmental Management Services
  - Agency Declaration of Policy
  - Laws Relative to Environmental Management
    1. The Philippine Environmental Impact Statement System (PD 1586)
    2. Toxic Substances and Hazardous Waste (RA 6969)
    3. Philippine Clean Air Act of 1999 (RA 8749)
    4. Ecological Solid Waste Management (RA 9003)
    5. Philippine Clean Water Act (RA 9275)

DAY 3

- d. Biodiversity Conservation and Management Services
  - Biodiversity Management Bureau's Functions, Mission and Vision
  - BMB's Organizational Structure
  - Legal Basis
  - Biodiversity, Philippines as a Mega-diverse Country
  - Parks and Protected Areas
  - Protected Area Management
  - NIPAS, SAPA



DAY 3

- e. ENR Research Services
- Ecosystems Research Development Bureau's Functions, Mission, Vision and Mandate
  - ERDB's Organizational Structure and Functions of Units
  - Research and Development
  - 2017-2022 ENR-RDE Framework
  - ENR-RDE Cycle

DAY 4

- f. Mining Resources Management Services
- Mines and Geosciences Bureau's Mandate
  - Introduction to Mining (Mining 101)
  - Republic Act No. 7942: Mining Act of 1995

### III. **MODULE 3:** Ease of Doing Business and Efficient Government Service Delivery

DAY 2

- a. Client Service Excellence 101
- 10 Commandments of Service Excellence
  - Essential Client Service Skills
  - Client Service Tips

DAY 3

- b. Republic Act No. 11032: "Ease of Doing Business and Efficient Delivery of Government Services" and Republic Act 9485: "Anti-Red Tape Act of 2007"
- Implementing Rules and Regulations of RA 11032
  - Purpose of RA 11032
  - Anti-Red Tape Authority and its powers and functions

DAY 4

- c. Workplace Protocol and Etiquette
- d. Public Accountability
- Accountability of Public Officers
  - System of Accountability

DAY 4

- e. Republic Act No. 6713: "Code of Conduct and Ethical Standards for Public Officials and Employees"
- Legal Bases
  - Norms of Conduct
  - Duties and Other Obligations
  - Prohibited Acts and Transactions
  - Common Offenses

DAY 4

- f. 2017 Rules on Administrative Cases in the Civil Service (RACCS) – CSC Resolution No. 1701077
- Disciplinary and Non-disciplinary Cases
  - Classification of Administrative Cases
  - Kinds of Administrative Penalties
  - Back Wages and other similar Benefits

DAY 5

- g. Financial Literacy (Financial Planning, Saving and Budgeting)
- Importance of Fin-Ed (Financial Education)
  - Tips for Successful Saving

• **Impression/Comments:**

Honestly speaking, when we were told that we will be participating the ENR Frontline Course, the negative side of me was murmuring, “BAKIT KAYA AKO NAPASAMA DITO, TAGA ADMIN NAMAN AKO. PURO TECHNICAL NAMAN ANG MGA TOPICS!!!”. But the positive side of me reminded that being a government employee, I should always open my door for new learnings.

This 5-day training course caters our needs in understanding the frontline services of the DENR. The subject matter experts like to have a smooth discussing, but we can't avoid some difficulties like slow connection and power loss when having a virtual set-up.

To the organizers and facilitators, HRDS MIMAROPA Region, thank so much for giving me a chance to be a part of this kind of learning event. To all the speakers, thank you for sharing your valuable time and knowledge.

**II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:**

For me, regardless of the section/unit assignment all employees should know the department's mandate, mission, vision, core values and basic information about all services offered in their department.

**III. RECOMMENDATIONS:**

I want to recommend a face-to-face set-up but due to pandemic they restricted us to have that kind of set-up. I recommend giving us all the learning materials used in the webinar to help us accomplish the proposed activities cited below.

**IV. POST LEARNING ACTION PLAN/PROPOSAL:**

Proposed Plan/Activity/Output	Time Frame
Conduct (or Assist in the conduct of) an Introduction to the New Entrants. Especially the DENR's Vision, Mission, Mandate, Core Values and Organizational Structure and Workplace Protocol and Etiquette.	2 <sup>nd</sup> Semester of CY-2021
Conduct (or Assist in the conduct of) of a re-echo of learnings from the virtual training to the Job Order personnel of the Office. All of my batch mates in the province can take a part of this.	1 <sup>st</sup> Semester of CY-2022

**Part 2 (To be prepared by the Supervisor)**

How will you support the post Learning Action/Proposal?

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Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Advised the herein attendee to share the knowledge obtained from this learning course to his co-employees. Instructed him to have a copy of all learning materials used in the webinar he attended.

Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses.

Leave Administration Course for Effectiveness  
ENR Basic Course (when promoted)

Submitted by:

  
**CEDRICK M. MASONGSONG**  
Attendee

May 05, 2021  
Date

Noted/Confirmed by:

  
**NESTOR N. CUASAY**  
Supervisor