

Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
Brgy. Poblacion 5, Coron, Palawan

TRAVEL ORDER

No. _____

Name : NIKKI E. RIPALDA
Position FOREST TECHNICIAN I
Departure Date: November 27, 2022
Destination: DENR-PENRO, PPC, Palawan and DENR
MIMAROPA Regional Office, Manila,
Philippines

Salary : _____
Div./Sec./Unit: CDS
Official Station CENRO Coron
Arrival Date : December 7, 2022

Purpose of Travel: 1) To submit GEM documents and other transmittal of CENRO Coron and confer with PENRO CDS re: GEM Targets
2022 and 2023;
2.) To attend in the conduct of Information Officers Workshop and Launching of Pinas Basura Buster in Puerto
Princesa City;
3. To attend in the conduct EMS Writeshop at Bayview Park, Manila, likewise, follow up the request of CENRO Coron
to RO regarding legal advise on easement to be implemented in Coron, Palawan under GEM.

Assistant o Laborers allowed: _____
Appropriations to which travel should be charged: _____
Remarks or special instructions: _____

Certifications:

This is to certify that the travel is necessary and is connected with
the functions of the official/employee of this Division/Section/Unit ____.

Recommending Approval:

Approved:

DONNA MAYOR-CORDOVE, CESO IV
ARD, Mangement Services Division

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director

AUTHORIZATION

I hereby authorize the accountant to deduct the corresponding amount of unliquidated cash advance from my succeeding salary for my failure to liquidate this travel within the prescribed twenty-day period upon return to my permanent official station pursuant to Item 5.1.3 Commission on Audit (COA) Circular No. 97-00 dated February 10, 1997 and Section 16 No. 248 dated May 29, 1995.

NIKKI E. RIPALDA
(Official/Employee)



REGIONAL SPECIAL ORDER

No. 1371
Series of 2022

NOV 16 2022

SUBJECT : AUTHORIZING THE CONDUCT OF INFORMATION OFFICERS WORKSHOP ON THE CRAFTING OF 2023 COMMUNICATION PLAN AND USE OF SOCIAL MEDIA PLATFORMS; AND THE LAUNCH OF PINAS BASURA BUSTER MASCOT IN PUERTO PRINCESA CITY, PALAWAN ON NOVEMBER 29-DECEMBER 1, 2022

In the exigency of the service, to capacitate DENR MIMAROPA Information Officers in crafting the 2023 communication plan in accordance with the DENR's 10-point agenda and in using social media platforms based on Memorandum Circular No. 2021-09 or the Social Media Guidelines for DENR Regional Offices, Staff and Line Bureaus and Attached Agencies; and to celebrate the National Environmental Awareness Month, National Clean Air Month, National Climate Change Consciousness Week, and National Day for Youth Climate Action this November, the conduct of Information Officers Training Workshop and the Launch of Pinas Basura Buster (PBB) Mascot and Solid Waste Management Mobile Game Application is hereby authorized to be held on November 29-December 1, 2022 in Puerto Princesa City, Palawan.

This activity shall be attended by the following employees:


NAME	POSITION/DESIGNATION
1. Madona P. Corado	Senior Communication Development Officer, RSCIG
2. Jyferon A. Villapa	Communication Development Officer II, RSCIG
3. Jayhne Maeritz A. Barcenal	Information Officer II, RSCIG
4. Janice D. Belen	Information Officer I, RSCIG
5. Izzah Loren Fernandez	Communication Development Officer I, RSCIG
6. Bea Natasha R. Fortu	Information Officer, PENRO Oriental Mindoro
7. Charity Aguila-Linatoc	Information Officer, CENRO Socorro
8. Kathreen Diaz	Information Officer, CENRO Roxas
9. Shyla Alah Z. Abutan	Information Officer, PENRO Occidental Mindoro
10. Serna M. Urieta	Information Officer, CENRO Sablayan
11. Aina Krizia Sy Viray	Information Officer, CENRO San Jose
12. Jelomy H. Mahayag	Information Officer, PENRO Marinduque
13. Eunice May A. Cacabelos	Information Officer, PENRO Romblon
14. Irene A. Mixdon	Information Officer, PENRO Palawan
15. Jessie M. Escandalio	Information Officer, PENRO Puerto Princesa
16. Jenemie D. Obra	Information Officer, CENRO Quezon
17. Kervin Darryl G. Viterbo	Information Officer, CENRO Roxas
18. Marie Kris A. Matibag	Information Officer, CENRO Brooke's Point

19. Nikki E. Ripalda	Information Officer, CENRO Coron
20. Rodel M. Dorado	Information Officer, CENRO Taytay
21. Staff	Office of the Regional Executive Director
22. Staff	PENRO
23. Staff	CENRO
Facilitator/Secretariat	
24. Edna A. Tarrosa	Administrative Officer V/Chief, HRD Section
25. Kristine Zacarias	Administrative Assistant I/Training Staff

An End-of-Learning Report shall be submitted by the RSCIG to the undersigned thru the ARD for Management Services fifteen (15) days after the event, via email address: hrdsdenrmimaropa@gmail.com.

All related expenses shall be charged against RSCIG and HRDS Funds subject to accounting and auditing rules and regulations. Personnel who attended the activity on November 30, 2022, which falls on a holiday, may avail of the compensatory time off (CTO) valid until the end of December 2022.

This Order shall take effect on the dates specified herein.


LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director



DENR by the Bay Bldg., 1515 Roxas Boulevard, Ermita, Manila 1000
Telephone Numbers: 3rd floor - (02) 8405-0046 / 4th floor - (02) 7273-6123 / 5th floor - (02) 7002-3114
Email: mimaropa@denr.gov.ph | Website: <http://mimaropa.denr.gov.ph>

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Department of Environment and Natural Resources
MIMAROPA Region

REGIONAL SPECIAL ORDER

No. 399
Series of 2022

DEC 02 2022

SUBJECT : AUTHORIZING THE CONDUCT OF WORKSHOP ON DRAFTING AN ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEM MANUAL

In the interest of the service and in order to ensure the ISO 14001:2015 certification of the DENR MIMAROPA, the conduct of the Workshop on Drafting an ISO 14001:2015 Environmental Management System Manual on 05-07 December 2022 in Bayview Park Hotel Manila, Corners United Nation St. and Roxas Blvd., Manila, is hereby authorized.

This activity shall be participated by the following officials and personnel:

NAME	POSITION / DESIGNATION	ASSIGNMENT
Regional Office		
1. Donna Mayor-Gordove, CESO IV	ARD for Management Services	Chairperson
2. Rosario C. Gulmatico	Chief, Administrative Division	Vice-Chair
3. Edna A. Tarrosa	Chief, HRDS	Member
4. Maria Cristina C. Rendorio	Chief, Personnel Section	Member
5. Madona P. Corado	Chief, RSCIG	Member
6. Romeo P. Ibarrientos	OIC-Chief, GSS	Member
7. Michelle B. Tuyan	OIC-Chief, Records Section	Secretariat
8. Leizel F. Moreno	Admin. Asst. I	Secretariat
9. Kristine A. Zacarias	Admin. Asst. I	Training Secretariat
10. Angel Nica B. Capacio	Admin. Asst. I	Training Secretariat
PENRO OCCIDENTAL MINDORO		
11. Abe R. Francisco	Chief Admin. Officer / Chief, MSD	Head
12. Wilfredo T. Aquino	Land Management Officer II	Member
CENRO SABLAYAN		
13. Isaias A. Guimod	Deputy CENRO	Head
14. Mercy A. Fianza	Forester I / Planning Officer	Member
CENRO SAN JOSE		
15. Nilo P. Salvador	DMO IV / Assistant CENRO	Head
16. Karina Tricia D. Sy	ECOMS I / Planning Officer	Member
PENRO ORIENTAL MINDORO		
17. Maricel V. Supleo	Chief, MSD	Head
18. Myla Gemma P. Gamboa	FT II	Member
CENRO ROXAS, ORIENTAL MINDORO		
19. Reynaldo D. Pudiquet	Forester III / Assistant CENRO	Head
20. Jiely Rose P. Galindez	Forester II / Chief, PMSS	Member

HRDS/AD/ARDMS

CENRO SOCORRO		
21. Emily G. Aguilon	Forester III / Chief, CDS	Head
22. Mackaley P. Martinez	Forester I / Planning Officer	Member
PENRO MARINDUQUE		
23. Gemma P. Delos Reyes	In-Charge, MSD	Head
24. Nannette M. Joven	Forester II	Member
PENRO ROMBLON		
25. Thelmo S. Hernandez	Chief, MSD	Head
26. Sheilla Jane M. Forlales	Forester II / OIC-Chief, Planning	Member
PENRO PALAWAN		
27. Wamalayda S. Talabucon	Planning Officer III	Head
28. Irene A. Mixdon	AO I / IEC Officer	Member
CENRO BROOKE'S POINT		
29. Joselito A. Eyala	Forester III / Deputy CENRO	Head
30. Rachel H. Appie	Forester I / Planning Officer	Member
CENRO CORON		
31. Edwin I. Cac	SEMS / OIC, Assistant CENRO	Head
32. Nikki E. Ripalda	FT I / Information Officer	Member
CENRO PUERTO PRINCESA		
33. Norma D. Cayatoc	OIC- Assistant CENRO	Head
34. Arlene B. Basaya	ECOMS I / Chief, CMMU	Member
CENRO QUEZON		
35. Janes T. Panes	Forester II / Planning Officer	Member
36. Richelle C. Ojario	FT II / Asst. CBFM Desk Officer	Member
CENRO ROXAS, PALAWAN		
37. Ronnie P. Lilang	LMO III / Chief, RPS	Head
38. Grace M. Castañas	ECOMS II / Planning Officer	Member
CENRO TAYTAY		
39. Mariano P. Lilang, Jr.	DMO IV / Chief, PASS	Head
40. Ana Liza D. Marasigan	ECOMS I / QMS Educ. & Training Team Chair	Member

All expenses to be incurred in the conduct of this activity shall be charged against the CY 2021 QMS/EMS Continuing funds. However, travelling expenses of the participants from field offices shall be charged against their respective offices' funds subject to accounting and auditing rules and regulations.

The EMS Secretariat and HRDS shall submit report to the undersigned within fifteen (15) days after the end of the activity.

This Order shall take effect during the duration of the activity.


LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director



Department of Environment
and Natural Resources
MIMAROPA Region



Doc ID: 98739

HRDS/AD/ARDMS

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