



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region

January 26, 2022

**MEMORANDUM**

**FOR** : The Regional Executive Director  
1515 L & S Bldg., Roxas Boulevard,  
Ermita, Manila

**FROM** : The OIC, PENR Officer

**SUBJECT** : **PENRO SPECIAL ORDER NUMBERS 45 AND 49, S. 2017**

This is in connection to the memorandum dated January 13, 2022 of the RED Maria Lourdes G. Ferrer, CESO III to this Office on the above subject where the Office of the Ombudsman is making an inquiry whether the above subject orders were implemented or amended.

Please be informed that this Office had requested for an extension period for the concerned official, then PENRO who is at present the Chief, MSD, to have ample time to look for documents in our records or provide response until January 27, 2022.

As such, attached is a memorandum of the then PENRO with regards to the actions/reasons of implementation at that time to the above subject.

For information and record.

  
**ERNESTO E. TAÑADA**



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
MIMAROPA Region

January 25, 2022

**MEMORANDUM**

**FOR** : The Regional Executive Director  
L&S Bldg., Roxas Blvd.,  
Ermita, Manila

**THRU** : The OIC, PENR Officer

**FROM** : The Chief, Management Services Division

**SUBJECT** : **PENRO SPECIAL ORDER NUMBERS 45 AND 49, S. 2017**

This is in reply to the Memorandum of the Regional Executive Director Ma. Lourdes G. Ferrer, CESO III, requiring the undersigned to update and furnish the regional office with copies of documents signifying the actions undertaken by the undersigned in connection with the Memorandum issued by former OIC-Regional Director Natividad Y. Bernardino dated July 7, 2017.

The PENRO Special Order Nos. 45 and 49, series of 2017 have been implemented by the Office to ensure uninterrupted public service. It was the only option left upon knowing the very limited personnel in the office due to either vacancy from the promotion of incumbents to their respective positions or imbalance/absence of item in the existing plantilla position of the province.

From the Memorandum of former OIC-Regional Director Natividad Y. Bernardino dated July 7, 2017, it was the impression of the undersigned that the subject reassignment and designation of personnel from SG 1 to SG 17 was left to the undersigned's discretion, and that the regional office made no outright denial of the office's request for affirmation. The undersigned earnestly considered the comments of the regional office and weighed the same with the actual and then present requirements of PENRO Mamburao in order to bring about change, transparency and accountability to the public. Such reassignment and designation of personnel were compelled by several pressing factors: by reason of then discovered and reported irregularities in the office that required personnel who shall perform vital functions with trust and confidence; in the interest of service and exigency of work; to augment the limited number of workforce in PENRO Mamburao; and to address the





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voluminous and various types of transactions in the office that although administrative in nature, are likewise important to the agency.

The instant reply is likewise intended to clarify that the issuance of the subject PENRO Special Order Nos. 45 and 49, series of 2017 was made without any outright intent to disregard existing laws, rules and regulations. It was primarily aimed at rendering the most effective and efficient public service, and without causing any constructive dismissal of personnel within the limited time frame of one year. The above-said special orders were released during the time of then Secretary Gina Lopez who promoted for a transparent and client-focused public service. Also, the said special orders were then implemented when the province of Occidental Mindoro was linked to anomalies in the implementation of the key projects of the agency. As such, the movement of personnel has been done in the office's attempt to stop and dismantle the previous wrongdoings and temptations.

The undersigned had the following justifications in the issuance of the subject PENRO Special Order Nos. 45 and 49, series of 2017:

- a. The records officer during that time was vacant, and there is only one records officer acting as such in the PENRO with two (2) CENR offices, one (1) coordinating office, three (3) protected area offices and one (1) program office. It was also during that time that a permanent assistant was so sickly and into a life problem that hindered her to perform her functions well. The said situation compelled me to look for a personnel who will temporarily act as a records officer and who once worked as a Job Order in the records section. Hence, the reassignment and designation of Park Ranger Cristine Joy T. Francisco as Acting Records Officer in PENRO Mamburao.
- b. There is a very limited personnel in each unit in the PENRO. In the Accounting section for example, there is only one Accountant and one Bookkeeper position, and considering the bulk of transactions from the offices mentioned above, the need for Forest Ranger Amelia T. Calub's reassignment and designation as Accounting Support Staff became very essential. The same applies to the reassignment and designation of Forest Rangers Jocelyn C. Almacen, FR Nilda O. Mancilla and FR Marilyn V. Ragmat to PENRO Mamburao to continue performing their functions for several decades already as CDS Support Staff, Secretary Receiving Clerk and Liaison Officer, respectively.



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- c. During that time, the undersigned was obligated to prioritize designating permanent personnel, though in a first level position, to perform second-level or officer-level functions, rather than having these performed by a Job Order/Contractual Personnel, as these functions are espoused with greater responsibility and accountability. In view of such limited workforce, LMI Ederlinda O. Honrado who has been in the Budget/Accounting for decades was made to act as Assistant Budget Officer and Forest Technician I John Senry B. Fulgar who worked in the personnel section for several years, as Assistant Personnel Officer, both in PENRO Mamburao. Moreover, Forest Technician I Mary Anne D. Minalabang, as the Head of BAC Secretariat though was holding a first level position, but by reason of her good reputation, technical know-how, and independence, her reassignment had become essential in the office.
- d. Initially, Engr. Mary Dominique B. Lavadia was an appointee coming from the regional office. After her appointment, she was assigned in PENRO Occidental Mindoro while still doing her duties and functions in the region as per arrangement. This was the set-up when the undersigned was still the OIC, Chief, MSD of the province. She was retained in the PENRO as per agreement of the heads with the knowledge of the region since there is already a geodetic engineer in CENRO Sablayan during that time aside from LMO I appointee who is also a geodetic engineer. The functions of Engr. Lavadia as LPDS Technical Staff were also equally crucial especially in the patent issuance as she is the one in charge in the thorough evaluation of surveys for approval to the region, including other land related concerns.
- e. The set up in the projects like Carindan Nursery Area and Narra Seed Production Area (SPA) has long been the same in all previous PENROs which the undersigned just continued. As PENRO, the undersigned have been regularly attending meetings of Ecosystems Research and Development Bureau that funds the Narra SPA and such issue was never been raised even once. Since there is no permanent personnel assigned to these projects, additional function or designation is necessary for the project to run and serve their purpose. Hence, permanent personnel were designated to lead and head those contracts of service personnel funded by the project, the reason for the reassignment and designation of Forester I Connie A. Pito and Park Maintenance Noriel E. Dulatre in the above-said project-areas.





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The undersigned honestly believed that the regional office understood the reasons behind the issuance of the subject special orders and their inevitability in the day to day operations of the office. The regional office even issued special orders authorizing and including the reassigned and designated personnel to participate during the trainings and meetings. Thus, it was presumed by the office that the regional office has consented to the above-mentioned work assignment and rotation that also led to career development of the personnel, without producing prejudice to the government.

As the head of office during the issuance and implementation of the subject special orders, the undersigned had no intent to cause for re-assignment and designation that run contrary to laws, rules and regulations. Should there be lapses due to the consideration of compelling and urgent need of responsible, reliable and competent personnel, the undersigned hereby undertakes to be very cautious if be given the same discretion and authority in the future. Hence, the undersigned sincerely appeals for your utmost consideration.

For information and record.

  
ABE R. FRANCISCO