January 03, 2022

#### **MEMORANDUM**

**FOR** : The Regional Executive Director

DENR MIMAROPA Region

**THRU**: The Assistant Regional Director for Management Services

**ATTENTION**: The Chief, Regional Planning and Management Division

The Chief, Regional ICT Section

**FROM**: The OIC – PENR Officer

SUBJECT: INFORMATION SYSTEMS (IS) MAINTENANCE

MONITORING REPORT FOR THE FOURTH QUARTER, CY 2021 OF DENR-PENRO MARINDUQUE

In line with the monitoring and maintenance of in-house and Central Office implemented Information Systems, please be informed that DENR-PENRO Marinduque has 100% maintained functional Information Systems for the Fourth Quarter, CY 2021.

Attached is the Information Systems Quarterly Maintenance Monitoring Report for your reference.

For information and record.

IMELDA M. DIAZ

A	Indicate the name of existing systems/applications developed within your office
В	Describe briefly the objective and the intended users of the system
	Indicate whether the system/application was developed In-House or Outsourced
C	In-House - All existing IS developed by programmers within your office
	Outsourced - All existing IS contracted by your office
	Indicate the name of the office/s using the Information System (IS)
E	Indicate whether the hosting of the system is On-Premise, Cloud, Co-Located, Managed or Other
E	Indicate if the system is Operational (Yes/No); If No, specify the problems encountered (E).
	Operational - the system is functioning being used by end user.
G	Maintenance
	G.1 - Indicate the maintenance activity taken by your office (Note: Keep record of activity taken such as screen shot, etc. for reference during validation)
	G.2 - Indicate the date when the maintenance activity was taken
	G.3 - Indicate other maintenance activity that is not included in the activities dropdown
	Problems Encountered
	H.1 - Describe the problems encountered (Note: Keep record of announcement/advisory, screen shot of error message, etc. for reference during validation)
	H.2 - Indicate the date when the problem was encountered
	H.3 - You may indicate other comments, notes, references, etc.
- 1	Action taken
	1.1 - Describe the action taken by your office (Note: Keep record of recommendation given, patch files used, updates used, etc for reference during validation)
	1.2 - Indicate the date when the action was taken
	1.3 - You may indicate other comments, notes, references, etc.

Office/ Region/Bureau	Region 4B	
IS Maintenance Monitoring for the Quarter	4th Quarter (October - December)	20

			(C) Mode of	(D)	(E) Heat	(F)	(G) Maintenance			(H) Problems Encountered				(I) Action Taken	
No.	(A) System/Application (B) Description	Development	System/Application User/s	(E) Host Implementation	CuntomiAnulication	(G.1) Activities	(G.2) Date / Period	(G.3) Remarks	(H.1) Description	(H.2) Date / Period	(H.3) Remarks	(I.1) Description	(I.2) Date / Period	(I.3) Remarks	
	4 - 2021  ENRO Document Action and Tracking System (PDATS)	The Document Action and Tracking System (DATS) was developed to automate the current process of DENR-PENRO Marinduque in recording and tracking internal and external documents' movements. A central procedural system of document recording and tracking through digital means introduces increased security and authenticity concerning document status, and reduces the risk of human error or tampering in handling documents. The DATS also reduces the loss or misplacing of documents by effectively tracking or tracing the chain of custody and whereabouts of the document.  Basic Features of the System 1. Computerized recording and tracking all incoming and outgoing documents 2. Automatically computes the time consumed on and after action's have been taken 3. Attached documents per transaction 4. Generate Document Tracking Slip 5. Generate Document Tracking Slip 5. Generate porcument reports (summary Report that can	Outsourced	Administrator/Receiving and Releasing - Cher PENNO Records			Others		Bonular data	(n.i) Description		No problems encountered	(I.1) Description	(I.2) Date / Period	(I.3) Remarks

Maintained and monitored by:

MARK RYAN S. LOZADA Information Systems Analyst II Reviewed by:

JHONNA LIZAS. MEDENILLA
Planning Officer II/ In-Jharge, Planning Section

Noted by:

GEMMA P. DEVOS REYES

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Inst	ructions:
	Indicate the name of existing systems/applications developed within your office
В	
С	Indicate if the system is Operational (Yes/No); If No, specify the problems encountered (E).
D	Maintenance
	D.1 - Indicate the maintenance activity taken by your office (Note: Keep record of activity taken such as screen shot, etc. for reference during validation)
	D.2 - Indicate the date when the maintenance activity was taken
	D.3 - Indicate other maintenance activity that is not included in the activities dropdown
E	Problems Encountered
	E.1 - Describe the problems encountered (Note: Keep record of announcement/advisory, screen shot of error message, etc. for reference during validation)
	E.2 - Indicate the date when the problem was encountered
	E.3 - You may indicate other comments, notes, references, etc.
F	Action taken
	F.1 - Describe the action taken by your office (Note: Keep record of recommendation given, patch files used, updates used, etc for reference during validation)
	F.2 - Indicate the date when the action was taken
	F.3 - You may indicate other comments, notes, references, etc.

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L	Office/ Region/Bureau	Region 4B	
	IS Maintenance Monitoring for the Quarter	4th Quarter (October - December)	2021

	15 maintenance workomy for the Quarter	4th Quarter (October - L			2021	J						
		(B)	(C)	(D) Mai		(E)	Problems Encounte	ered	(F) Action Taken			
No		System/Application User/s	System/Application Operational?	(D.1) Activities	(D.2) Date / Period	(D.3) Remarks	(E.1) Description	(E.2) Date / Period	(E.3) Remarks	(F.1) Description	(F.2) Date / Period	(F.3) Remarks
-	Q4 - 2021											
1	eBudget System	Encoder - Staff, PENRO Budget Unit	Yes	Technical assistance			Unable to save Obligation transactions	October 28, 2021	Problem occur after system re-installation due to hardware (computer) failure	- The ISA II re-installed The software several times, however, same problem is encoutered The ISA II re-intrough COA E-Ticketing System, however, up to this date, problem is not yet solve - While waiting for The problem to be solved, The ISA II advise The concern End-User to use The computer server that is use for ENGAS encoding also, to encode in The E-Budget, since it was found out that no error is encountered when saving The obligation transactions	October 28, 2021	Last update/feedback from the COA eTicketing System was on November 23, 2021 As of December 28, 2021, the https://gas.coa.gov.ph/etick et/ web server is down Made a follow-up on the reported issue/concern on January 03, 2022
2	Enhanced Forestry Information System (eFIS)	Creator - Forest Technician I/Staff, PENRO Technical Services Division	Yes	Others	October - December 2021	Regular data entry activity only	Some of the operational problems encountered are as follows:  1. Lack of manpower to do the encoding/data entry in the system since the personnel assigned to do the encoding has other major and priority activities and works to do  2. Copies of Certificates and maps that are required to be uploaded in the system are not available			S		
3	Electronic National Government Accounting System (ENGAS)	Encoder - Staff, PENRO Accounting Unit	Yes	Others	October - December 2021	Regular data entry activity only			No problems encountered			
4	LAWIN Forest and Biodiversity Protection System	Data Manager - Forest Ranger/Staff, PENRO Technical Services Division	Yes	Others		Regular data importation and syncing activity only			No problems encountered			

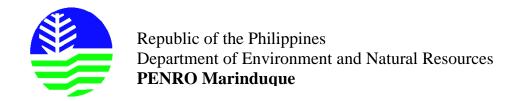
Maintained and monitored by:

MARK RYAN S. LOZADA Information Systems Analyst II Reviewed by:

JHONNA LIZA S MEDENILLA
Planning Officer II/ In-Charge, Planning Section

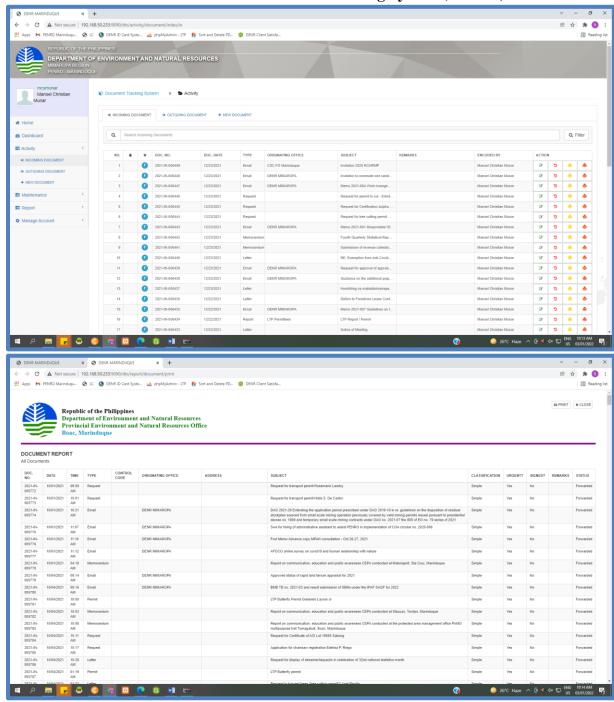
Noted by:

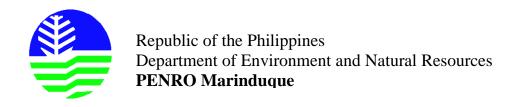
GEMMA P. DEVOS REYES
In-Charge, Management Services Division



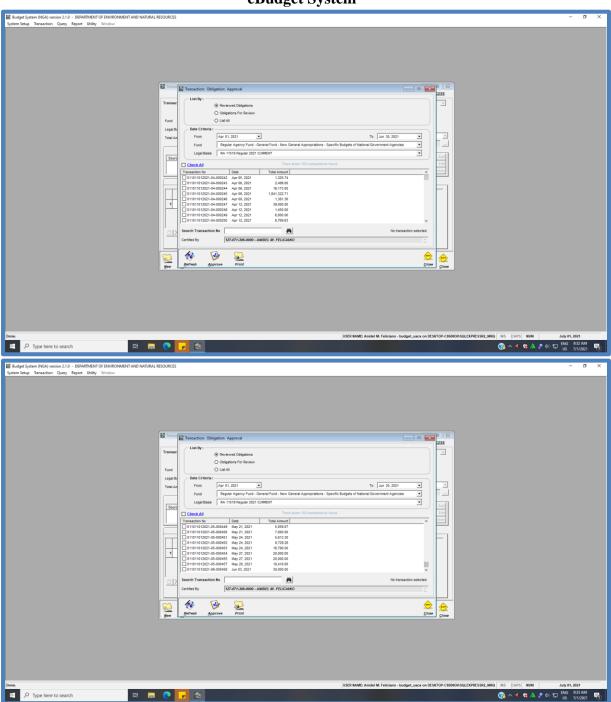
#### SCREENSHOTS OF INFORMATION SYSTEMS BEING MAINTAINED

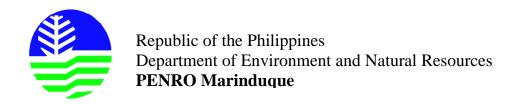
**PENRO Document Action and Tracking System (PDATS)** 



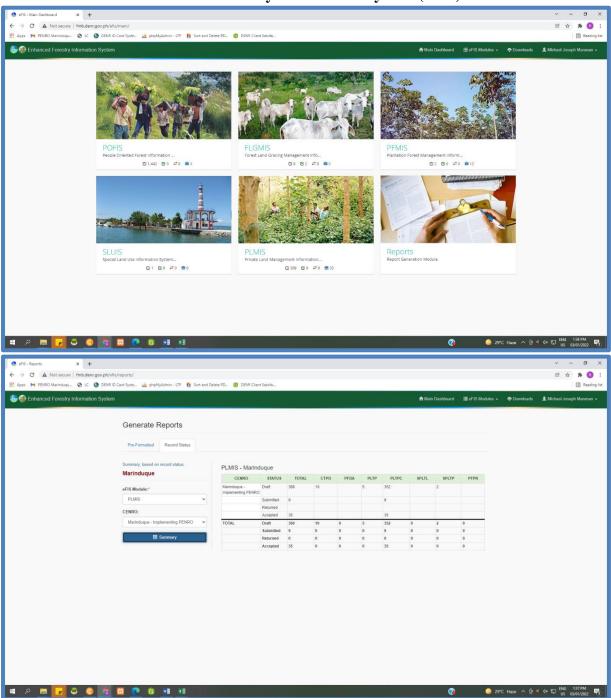


# eBudget System



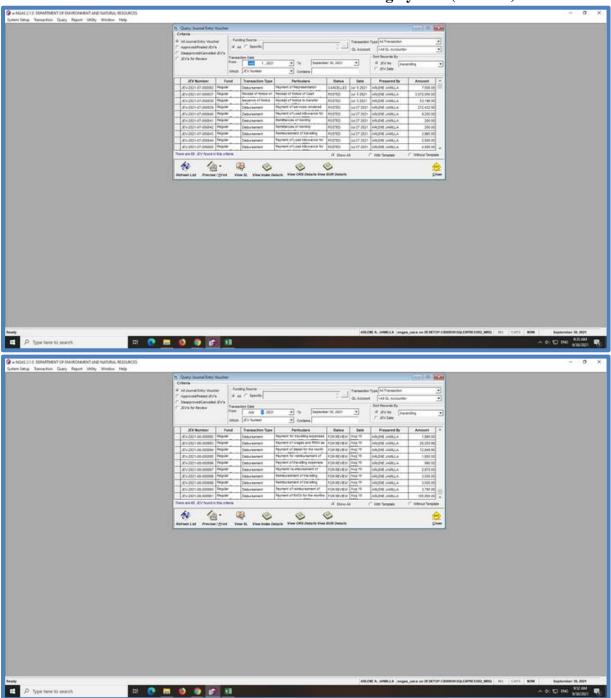


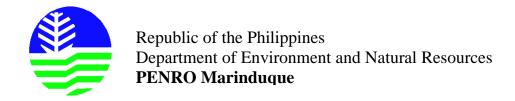
# **Enhanced Forestry Information System (eFIS)**





# **Electronic National Government Accounting System (ENGAS)**





#### **Lawin Forest and Biodiversity Protection System**

