



May 17, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services

FROM : The OIC-PENR Officer

SUBJECT : **REQUEST FOR THE APPROVAL OF THE PROPOSED
WORK AND FINANCIAL PLAN FOR CONTINUING FUND
FY 2021**

In order to properly utilize the savings from the different programs, activities and projects (P/A/Ps) of FY 2021, we are requesting for the approval of the proposed Work and Financial Plan (WFP) for Continuing Funds for FY 2021 under each P/A/Ps in the total amount of ₱ 2,568,721.84.

The table below shows the summary of the savings incurred from different P/A/Ps with 100% accomplishments as of December 2021, with the following justifications and purpose of use as indicated in the attached WFP.

P/A/Ps	Amount	Justification/Purpose
General Administration and Support	₱404,542.01	<ul style="list-style-type: none">Wages of hired Data Encoder, Supplies Checker and Driver/Messenger to augment the workforce in the Administrative Section and Office of the PENRO;Improvement of the PENRO Conference Hall, PENRO Hostel and procurement of supplies and equipment for the use of the PENRO Building and procurement of supplies for the Administrative Section.
Production and Dissemination of Technical and Popular Materials in the Conservation and Development of Natural Resources including Environmental Education (IEC)	₱802.39	<ul style="list-style-type: none"><i>Travelling Expense (Obligated and Disbursed)</i>
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects	₱30,864.76	<ul style="list-style-type: none">Wages of the Computer Maintenance Technologist in support of the ICT Unit.
Natural Resources Enforcement and Regulatory Program	₱231,351.25	<ul style="list-style-type: none">Procurement of supplies, and for the conduct of Wildlife Enforcement Officer (WEO) TrainingWages of the Driver/Messenger;The amount ₱136,526.83 was considered unutilized, hence, a separate WFP was already prepared and signed.
Protected Area, Cave and Wetlands Development and Management Sub-Program	₱1,983,396.03	<ul style="list-style-type: none">Installation of additional 138 witness monuments for the demarcated PA-MWS Boundary, BAMS species identification, GIS Training for PA Staff;Procurement of various ICT Supplies;Hiring of Support Staff for caving activity;Improvement of the TSD Building facilities.

Wildlife Resource Conservation Sub-Program	₱42,794.94	<ul style="list-style-type: none">• Procurement of supplies needed for the Wildlife Rescue Center;• Mandatories and other expenses.
Forest Development, Rehabilitation and Maintenance and Protection -ENGP	₱3,592.29	<ul style="list-style-type: none">• <i>Procurement of Office Supplies (Obligated and Disbursed)</i>
Soil Conservation and Watershed Management including Water Basin and Management and Development	₱7,905.00	<ul style="list-style-type: none">• <i>Travelling Expense (Obligated and Disbursed)</i>

For consideration and approval.


IMELDA M. DIAZ

Department of Environment and Natural Resources
FY 2021 Continuing Fund Physical and Financial Plan
(In Thousand Pesos)

Agency/Bureau: DENR MIMAROPA REGION - PENRO Marinduque

PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	REGIONAL OFFICE/ PROVINCE/ MUNICIPALITY	FY 2021 Accomplishment		FY 2022 Physical Performance/Targets					FY 2022 Financial Performance/ Targets					
				Physical	Financial	Q1	Q2	Q3	Q4	TOTAL	EXPENSE CLASS	Q1	Q2	Q3	Q4	TOTAL
						Estimate	Estimate	Estimate	Estimate			Estimate	Estimate	Estimate	Estimate	
						Total	Total	Total	Total	TARGET		Total	Total	Total	Total	BUDGET
General Administration and Support			Marinduque								TOTAL	177	165	30	32	404
General Management and Supervision																
1. Administrative Services			Marinduque								MOOE	73	165		32	300
a. Hiring of Supplies Checker		Supplies Checker hired (no.)	Marinduque			1	1			1	MOOE	27	27			54
b. Hiring of Driver/Messenger		Driver/Messenger hired (no.)	Marinduque			1				1	MOOE	46				46
c. Procurement of Putong Uniform for PENRO Putong Group	1,800/ uniform	Putong uniform procured (no.)	Marinduque				19			19	MOOE		34			34
d. Procurement and Installation of Block-out Curtain for PENRO Conference Hall		Block-out Curtain procured and installed (no.)	Marinduque				1			1	MOOE		64			64
e. Procurement of Aircon	14,990/ unit	Aircon procured (no.)	Marinduque					2		2	MOOE			30		30
		Circuit Breaker and Steel Cage for the (2) units aircon procured (no.)	Marinduque				4			4	MOOE		8			8
f. Electric Fan (Stand Fan)	1,950/ unit	Electric Fan (Stand Fan) procured (no.)	Marinduque				3			3	MOOE		6			6
g. Extension Wire (5 Meters)	495/ cord	Extension Wire (5 Meters) procured (no.)	Marinduque				2			2	MOOE		1			1

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General Administration and Support			Marinduque								TOTAL	177	165	30	32	404
General Management and Supervision																
1. Administrative Services			Marinduque								MOOE	73	165		32	300
a. Hiring of Supplies Checker		Supplies Checker hired (no.)	Marinduque			1	1			1	MOOE	27	27			54
b. Hiring of Driver/Messenger		Driver/Messenger hired (no.)	Marinduque			1				1	MOOE	46				46
c. Procurement of Putong Uniform for PENRO Putong Group	1,800/ uniform	Putong uniform procured (no.)	Marinduque				19			19	MOOE		34			34
d. Procurement and Installation of Block-out Curtain for PENRO Conference Hall		Block-out Curtain procured and installed (no.)	Marinduque				1			1	MOOE		64			64
e. Procurement of Aircon	14,990/ unit	Aircon procured (no.)	Marinduque					2		2	MOOE			30		30
		Circuit Breaker and Steel Cage for the (2) units aircon procured (no.)	Marinduque				4			4	MOOE		8			8
f. Electric Fan (Stand Fan)	1,950/ unit	Electric Fan (Stand Fan) procured (no.)	Marinduque				3			3	MOOE		6			6
g. Extension Wire (5 Meters)	495/ cord	Extension Wire (5 Meters) procured (no.)	Marinduque				2			2	MOOE		1			1

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						Estimate	Estimate	Estimate	Estimate	Estimate		Estimate	Estimate	Estimate	Estimate	Estimate
						Total	Total	Total	Total	TARGET		Total	Total	Total	Total	BUDGET
h. Procurement of complete sets of materials for official use of the two (2) rooms of the PENRO Hostel bunkbeds		Complete set of materials for the the two (2) rooms of the PENRO Hostel bunkbeds procured (no.)	Marinduque				2			2	MOOE		15			15
i. I Procurement of seat cover for chairs for official use in the PENRO Conference Hall		Seat cover for chairs procured (no.)	Marinduque				50			50	MOOE		10			10
j. Hiring of Data Encoder		Data Encoder hired (no.)	Marinduque						1	1	MOOE				32	32
2. Budgetary Reserves, Impositions and Mandatories											MOOE	104				104
a. Mandatories											MOOE	104				104

Prepared by:

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PO II/In-Charge, Planning Section

Reviewed by:

LORELYN P. SAET
Chief, Finance Section

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

CYNTHIA P. LOZANO
Chief, Technical Services Division

Recommending Approval:

IMELDA M. DIAZ
OIC-PENR Officer

Approved by:

LORMELYN E. CLAUDIO, CESE IV
Regional Executive Director

Agency/Bureau: DENR MIMAROPA REGION - PENRO Marinduque

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						Estimate	Estimate	Estimate	Estimate			Estimate	Estimate	Estimate	Estimate	
						Total	Total	Total	Total	TARGET		Total	Total	Total	Total	BUDGET
Protected Area, Cave and Wetlands Development and Management Sub-Program			Marinduque								TOTAL	151	334	877	621	1,983
I. Proclaimed and Legislated Protected Areas			Marinduque								MOOE		249	790	544	1,583
a. Installation of witness monuments on the demarcated boundaries of MWS		No. of witness monuments installed	Marinduque					70	68	138	MOOE			560	544	1,104
b. Conduct of Training/Workshop on GIS Mapping		Training/Workshop for GIS mapping conducted (no.)	Marinduque					1		1	MOOE			20		20
c. Identification of Tree Species in the BAMS Area		No. of Tree Species identified	Marinduque					139		139	MOOE			210		210
d. Procurement of Various ICT Officer Supplies and Materials		Various ICT Supplies Office supplies and materials procured (no.)	Marinduque					574		574	MOOE		249			249
II. Management of Caves and Cave Resources Cave Assessment and Classification			Marinduque								MOOE		43	45	44	132
a. Hiring of Support Staff		Support staff hired (no.)	Marinduque						1	1	MOOE				44	44
b. Procurement of Caving Equipment	2,600/unit	Head lamp procured (no)	Marinduque					5		5	MOOE		13			13
	10,000/unit	Cave helmet procured (no.)	Marinduque					1		1	MOOE		10			10
c. Procurement of 3 units of window-type aircon for Official Use of TSD Building	14,900/unit	Window-Type Aircon procured (no.)	Marinduque					3		3	MOOE			45		45

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						Estimate	Estimate	Estimate	Estimate			Estimate	Estimate	Estimate	Estimate	
						Total	Total	Total	Total			TARGET	Total	Total	Total	
d. Repair and Improvement of Electrical System of TSD Building		Electric System repaired and improved (no.)	Marinduque				1			1	MOOE		20			20
Program Management and Supervision			Marinduque								MOOE	24	37	37	33	131
Budgetary Impositions and Mandatories			Marinduque								MOOE	127	5	5		137
a. Mandatories			Marinduque								MOOE	127				127
b. QMS Implementation			Marinduque								MOOE		5	5		10

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						Total	Total	Total	Total			Total	Total	Total	Total	
Wildlife Resource Conservation Sub-Program			Marinduque								TOTAL	21		22		43
Protection and Conservation of Wildlife																
a. Procurement of White Board for WRC Mini-Clinic		Whiteboard Procured (no.)	Marinduque					1		1	MOOE			5		5
b. Procurement of Fit Aid kits and Supplies for the WRC Mini-Clinic		Procurement of First Aid Kit and Medical Supplies (no.)	Marinduque					1		1	MOOE			3		3
c. Labor and wages for the Fabrication of tables and chairs for the TSD Building		Tables and Chairs fabricated (set)	Marinduque					1		1	MOOE			14		14
2. Budgetary Reserves, Impositions and Mandatories																
a. Mandatories (water exp, fuel, lubricant and oil)											MOOE	21				21

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						Total	Total	Total	Total	TARGET		Total	Total	Total	Total	BUDGET
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects			Marinduque								TOTAL	30				30
A. Planning																
1. Hiring of Computer Maintenance Technologist		Computer Maintenance Technologist hired (no.)	Marinduque			1				1	MOOE	30				30

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						Estimate	Estimate	Estimate	Estimate			Estimate	Estimate	Estimate	Estimate		
						Total	Total	Total	Total			TARGET	Total	Total	Total		Total
OO1: Natural Resources Sustainably Managed			Marinduque								TOTAL		81				81
Natural Resources Enforcement and Regulatory Program																	
Natural Resources Management Arrangement/Agreement and Permit Issuance											MOOE		68				68
a. Hiring of Driver/Messenger		Driver/Messenger hired (no.)	Marinduque				1			1	MOOE		46				46
Program Management and Supervision			Marinduque								MOOE		22				22
Operations Against Illegal Environment and Natural Resources											MOOE		13				13
1. Mobilization of Wildlife Enforcement Officers (WEOs)																	
a. Conduct of Training for WEOs		WEO Training conducted (no.)	Marinduque				1			1	MOOE		13				13

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