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Republic of the Philippines Department of Environment and Natural Resources **PENRO MARINDUQUE**

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 P 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	 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	• Travelling Expense (Obligated and Disbursed)
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects	₱30,864.76	• Wages of the Computer Maintenance Technologist in support of the ICT Unit.
Natural Resources Enforcement and Regulatory Program	₱231,351.25	 Procurement of supplies, and for the conduct Wildlife Enforcement Officer (WEO) Training Wages 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	 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	 Procurement of supplies needed for the Wildlife Rescue Center; Mandatories and other expenses.
Forest Development, Rehabilitation and Maintenance and Protection -ENGP	₱3,592.29	• Procurement of Office Supplies (Obligated and Disbursed)
Soil Conservation and Watershed Management including Water Basin and Management and Development	₱7,905.00	• Travelling Expense (Obligated and Disbursed)

For consideration and approval.

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IMELDA M DIAZ

Agency/Bureau: DENR	MIMAROPA REGIO	- PENRO	Marinduque

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			REGIONAL OFFICE/		2021				mance/Tai	rgets		FY 2022 Fi	nancial P	erformanc	e/ Target	5
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL	EXPENSE	Q1	Q2	Q3	Q4	1
			MUNICIPALITY	Physical	Financial	Estimate			Estimate	TOTAL	CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
						<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	TARGET		Total	<u>Total</u>	<u>Total</u>	<u>Totai</u>	BUDGET
General Administration and Support			Marinduque								TOTAL	177	165	30	32	404
General Management and Supervision																
1. Administrative Services			Marinduque								MOOE	70	405			
			Inamiduque								MODE	73	165		32	300
a. Hiring of Supplies Checker		Supplies Checker hired (no.)	Marinduque			1	1			1	MOOE	07	07			
			Mannauque			1					MOUE	27	27			54
b. Hiring of Driver/Messenger		Driver/Messenger hired (no.)	Marinduque			1				1	MOOE	46				46
c. Procurement of Putong Uniform	1,800/	Putong uniform procured (no.)	Marinduque				19			19	MOOE		34			34
for PENRO Putong Group	uniform															
d. Procurement and Installation of																
Block-out Curtain for PENRO		Block-out Curtain procured and installed (no.)	Marinduque				1			1	MOOE		64			64
Conference Hall																
e. Procurement of Aircon	14,990/	Aircon procured (no.)	Marinduque					2		2	MOOE			30		30
	unit															
		Circuit Breaker and Steel Cage for the	Marinduque				4			4	MOOE		8			8
		(2) units aircon procured (no.)														
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/	Extension Wire (5 Meters) procured (no.)	Marinduque				2			2	MOOE		1			1
	cord															

Agency/Bureau: DENR MIMAROPA REGION - PENRO Marinduque

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			REGIONAL OFFICE/		2021			T	mance/Ta	rgets		FY 2022 Fi	nancial Pe	erformanc	e/ Targets	5
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL	EXPENSE	Q1	Q2	Q3	Q4	
			MUNICIPALITY	Physical	Financial	Estimate	Estimate	Estimate	Estimate		CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
				-		<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	TARGET		<u>Total</u>	<u>Total</u>	Total	<u>Total</u>	BUDGE
				•••••••••••••••••••••••••••••••••••••••												
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	1,800/	Putong uniform procured (no.)	Marinduque				19			19	MOOE		34			34
for PENRO Putong Group	uniform															
d. Procurement and Installation of		Block-out Curtain procured and installed (no.)	Marinduque				1			1	MOOE		64			64
Block-out Curtain for PENRO			·							· · · · · · · · · · · · · · · · · · ·						
Conference Hall																
e. Procurement of Aircon	14,990/	Aircon procured (no.)	Marinduqua								1005					
	unit		Marinduque					2		2	MOOE			30		30
		Circuit Breaker and Steel Cage for the	Marinduque				4			4	MOOE		8			8
		(2) units aircon procured (no.)														
f. Electric Fan (Stand Fan)	1,950/	Electric Fan (Stand Fan) procured (no.)	Marinduque				3			3	MOOE		6			
	unit															6
	4051		Adamin du anua													
g. Extension Wire (5 Meters)	495/ cord	Extension Wire (5 Meters) procured (no.)	Marinduque				2			2	MOOE		1			1

Agency/Bureau: DENR MIMAROPA REGION - PENRO Marinduque

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					2021	FY	2022 Phys	ical Perfor	mance/Tai	gets		FY 2022 Fi	nancial Pe	erformanc	e/ Targets	j
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	REGIONAL OFFICE/ PROVINCE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL		01	Q2	Q3	Q4	T
	onit cost	T EN ONMANCE INDICATORS	MUNICIPALITY	Physical	Financial	Estimate	Estimate	Estimate	Estimate	IUIAL	EXPENSE CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
						Total	<u>Totai</u>	<u>Total</u>	<u>Total</u>	TARGET		<u>Total</u>	<u>Total</u>	<u>Total</u>	Total	BUDGE
h. Procurement of complete sets		Complete set of materials for the	Marinduque				2			2	MOOE		15			15
of materials for official use		the two (2) rooms of the PENRO Hostel														
of the two (2) rooms of the		bunkbeds procured (no.)														[
PENRO Hostel bunkbeds																
i. I Procurement of seat cover		Seat cover for chairs procured (no.)	Marinduque				50			50	MOOE		10			
for chairs for official use											WICOL		- 10			10
in the PENRO Conference Hall																
j. Hiring of Data Encoder		Data Encoder hired (no.)	Marinduque						1	1	MOOE					
									1		MODE				32	32
2. Budgetary Reserves, Impositions											MOOE	104				
and Mandatories											WOOE	104				104
a. Mandatories											MOOE	104				104

Prepared by: JHONA LIZA S. MEDENILLA PO II/In-Charge, Planning Section

Reviewed by LORELYN chief, Finance Section

GE *₽*∕ØĘ∕ REYES MA In-Charge, Management Services Division

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CYNTHIA COLANO Chief, Technical Services Division

Recommending Approval: IMELDA M. QIAZ OIC-PENR Dificer

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Approved by:

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			REGIONAL	FY	2021	FY :	2022 Phys	ical Perfo	rmance/T	argets		FY 2022 F	nancial Pe	erformanc	e/ Target	s
			OFFICE/	Accom	olishment	Q1	Q2	Q3	Q4			Q1	Q2	Q3	Q4	T
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/	Dhuning	F in	Estimate	Estimate	Estimate	Estimate	TOTAL	EXPENSE CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
			MUNICIPALITY	Physical	Financial	<u>Total</u>	<u>Total</u>	<u>Total</u>	Total	TARGET	CLASS	Total	<u>Total</u>	<u>Total</u>	<u>Total</u>	BUDGET
Protected Area, Cave and Wetlands			Marinduque								TOTAL	151	334	877	621	1,983
Development and Management Sub-Program																
I. Proclaimed and Legislated Protected Areas			Marinduque								MOOE		249	790	544	1,583
a. Installation of witness monuments		No. of witness monuments installed	Marinduque					70	68	138	MOOE			560	544	1,104
on the demarcated boundaries of MWS																
b. Conduct of Training/Workshop on		Training/Workshop for GIS mapping	Marinduque					1		1	MOOE			20		20
GIS Mapping		conducted (no.)														
c. Identification of Tree Species		No. of Tree Species identified	Marinduque					139		139	MOOE			210 <		210
in the BAMS Area		No. of thee Species identified	Mannouque					100		100	WOOL			210		210
d. Procurement of Various ICT		Various ICT Supplies Office supplies	Marinduque				574			574	MOOE		249			249
Officer Supplies and Materials		and materials procured (no.)														
											MOOF					
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
			Mannaaque								MOOL					
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	14,900/unit	Window-Type Aircon procured (no.)	Marinduque					3		3	MOOE			45		45
for Official Use of TSD Building				1												

			REGIONAL	FY	2021	FY	2022 Phys	ical Perfo	rmance/T	argets	1	FY 2022 Fi	nancial P	erformanc	e/ Targets	
	11-14 0-14		OFFICE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/	Dhunical	Financial	Estimate	Estimate	Estimate	Estimate	TOTAL	EXPENSE CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
			MUNICIPALITY	Fliysical	Financiai	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	TARGET		<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	BUDGET
d. Repair and Improvement of Electrical System		Electric System repaired and	Marinduque				1			1	MOOE		20			20
of TSD Building		improved (no.)														
Program Management and Supervision			Marinduque								MOOE	24	37	37	33	131
Budgetary Impositions and Mandatories			Marinduque								MOOE	127	5	5		137
											1005	127				127
a. Mandatories			Marinduque								MOOE	127				127
b. QMS Implementation			Marinduque								MOOE		5	5		10
							1									

Prepared by: JHONA LIZA S. MEDENILLA PO II/In-Charge, Flanning Section

Reviewed by: Chief, Finance Section

bs REYES GE In-Charge, Management Services Division

CYNTHIA O.N. OZANO Chief, Technical Services Division

Recommending Approval: IMELDA M. DIAZ OIC-PENR Officer Approved by:

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	Agency/Bureau: DENR MIMAROPA	REGION - PENRO Marinduque
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			REGIONAL	FY	2021	FY	2022 Phys	ical Perfo	rmance/T	argets		FY 2022 F	inancial Pe	erformanc	e/ Targets	,
	11-11-0		OFFICE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL	EXPENSE	Q1	Q2	Q3	Q4	TOTAL
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/	Dhumiaal	Financial	Estimate	Estimate	Estimate	Estimate	TOTAL	EXPENSE CLASS	Estimate	Estimate	Estimate	Estimate	
			MUNICIPALITY	Physical	Financiai	Total	<u>Total</u>	<u>Total</u>	<u>Total</u>	TARGET		<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	BUDGET
Wildlife Resource Conservation Sub-Program			Marinduque			 					TOTAL	21		22		43
Protection and Conservation of Wildlife																
a. Procurement of White Board		Whiteboard Procured (no.)	Marinduque					1		1	MOOE			5		5
for WRC Mini-Clinic																
b. Procurement of Fit Aid kits and		Procurement of First Aid Kit and	Marinduque					1		1	MOOE			3		3
Supplies for the WRC Mini-Clinic		Medical Supplies (no.)														
c. Labor and wages for the Fabrication		Tables and Chairs fabricated (set)	Marinduque					1		1	MOOE			14		14
of tables and chairs for the TSD Building																
2. Budgetary Reserves, Impositions																
and Mandatories																
a. Mandatories											MOOE	21				21
(water exp, fuel, lubricant and oil)																<u> </u>
	+					<u> </u>										

Prepared by:

JHONA LIZA S. MEDENILLA PO II/In-Charge, Planning Section

Chief, Finance/Section

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

Reviewed by

CYNTHIA C COZANO Chief, Technical Services Division

Recommending Approval:

IMELDA MAIAZ OIC-PENR Officer

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Approved by:

Agency/Bureau: DENR MIMAROPA REGION - PENRO Marinduque

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					2021	FY	2022 Phys	ical Perfor	mance/Ta	rgets		FY 2022 Fi	nancial Po	erformanc	e/ Targets	\$
PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	REGIONAL OFFICE/ PROVINCE/	Accom	plishment	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL
PROGRAMIACTIVITTIPROJECT	Unit Cost	PERFORMANCE INDICATORS	MUNICIPALITY	Physical	Financial	Estimate	Estimate	Estimate	Estimate		EXPENSE CLASS	Estimate	Estimate	Estimate	Estimate	TOTAL
				rnysica	1 intanciai	<u>Total</u>	<u>Total</u>	Total	<u>Total</u>	TARGET		<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	BUDGET
								<u> </u>			L					<u> </u>
Formulation and			Marinduque								TOTAL	30				30
Monitoring of ENR																
Sector Policies, Plans,						1										
Programs and Projects																
A. Planning																
1. Hiring of Computer		Computer Maintenance Technologist	Marinduque			1				1	MOOE	30				30
Maintenance Technologist		hired (no.)													and 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	

Prepared by: JHONA LIZA S. MEDENILLA PO II/In-Charge, Planning Section

Reviewed LORELYN P. SAEU Chief, Finance Section

GEM **DS REYES** MA P. DEL In-Charge, Management Services Division

CYNTHIA UZAOZANO Chief, Technical Services Division

Recommending Approval: IMELDA M DIAZ OIC-PENR Officer

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Approved by:

(In Thousand Pesos)

Agency/Bureau: DEN	R MIMAROPA	REGION - PENR	O Marinduque
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PROGRAM /ACTIVITY /PROJECT Unit Co		Unit Cost PERFORMANCE INDICATORS	REGIONAL	FY	FY 2021 Accomplishment		FY 2022 Physical Performance/Targets				FY 2022 Financial Performance/ Targets						
	Unit Coot		OFFICE/	Accom			Q1 Q2		Q3 Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL	
	Unit Cost		PROVINCE/ MUNICIPALITY	Physical	Financial	Estimate	Estimate Estimate	Estimate		TARGET	EXPENSE CLASS	Estimate <u>Total</u>	Estimate <u>Total</u>	Estimate <u>Total</u>	Estimate	TOTAL	
				i nysica		Total	<u>Total</u>	<u>Total</u>									
001: Natural Resources Sustainably Managed			Marinduque								TOTAL		81			81	
Natural Resources Enforcement																	
and Regulatory Program																	
Natural Resources Management											MOOE		68			68	
Arrangement/Agreement and Permit Issuance																	
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											MOOE		13			13	
and Natural Resources																	
1. Mobilization of Wildlife Enforcement Officers (WEOs)																	
a. Conduct of Training for WEOs		WEO Training conducted (no.)	Marinduque				1			1	MOOE		13			13	

Prepared by:

JHONA LIZA S MEDENILLA PO II/In-Charge, Flanning Section

Reviewed by LORELYN B SAFT Chief, Finance Serion

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

CYNTHIA V OZANO Chief, Technigel Servises Division

Recommending Approval: Ø IMELDA MAIAZ OIC-PENR Officer

Approved by: