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MONTHLY TRAVEL PLAN
FOR THE MONTH OF MAY, C.Y. 2022
DENR-PENRO Marinduque

OFFICE/ DIVISION : Technical Services Division
SECTION : Conservation and Development Section

| P/A/P (List down specific activities to be undertaken by each claimant) | NAME OF PERSONNEL & POSITION/ DESIGNATION | LOCATION/ DESTINATION | PURPOSE OF TRAVEL | 1 ST WEEK | 2 ND WEEK | 3 RD WEEK | 4 TH WEEK | 5 th WEEK |
|--|--|---|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| -Forest Development, Rehabilitation and Maintenance and Protection | 1.Cynthia U. Lozano/Chief,TSD | Boac, Buenavista, Mogpog, Santa Cruz, Torrijos, Gasan | -Conduct of NGP monthly site visit | | | 17 | | |
| -Management of Coastal and Marine Resources/Areas | | | | | | | | |
| Technical Assistance to LGUs on ICM Plan | | Brgy. Kayduke, Torrijos | -Conduct of orientation/open forum at Brgy. Kayduke, Torrijos for the technical assistance to LGUs with ICM Plans | | | | | 31 |
| Conduct of Regular Special Events | | Brgy. Caigangan, Brgy. Daykitin, Buenavista, Brgy. Antipolo and Brgy. Banuyo, Gasan | -Conduct of IEC and International Coastal Clean-up re: Month of the Ocean | | | 18 | | |
| -Management of Caves and Cave Resources | | | | | | | | |
| Cave assessment | | Brgy. Sayao, Mogpog | -Conduct of cave assessment for Labao Cave | | | | 24 - 27 | |

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|--|---|---|--|-------|---------|---------|---------|----|
| -Forest Development, Rehabilitation and Maintenance and Protection -Management of Coastal and Marine Resources/Areas Technical Assistance to LGUs on ICM Plan Conduct of Regular Special Events | 2. Aleth C. Bundoc/CDO II/ Chief-CDS | Boac, Buenavista, Mogpog, Santa Cruz, Torrijos, Gasan | -Assist PENRO Imelda M. Diaz in the NGP monthly site visit | | | 17 | | |
| | | Brgy. Kay Duke, Torrijos | -Conduct of orientation / open forum in Brgy. Kay Duke, Torrijos for the technical assistance to LGUs on ICM Plans | | | | | 31 |
| | | Brgy. Caigangan, Brgy. Daykitin, Buenavista, Brgy. Antipolo and Brgy. Banuyo, Gasan | -Conduct of IEC and International Coastal Clean-up re: Month of the Ocean | | | 18 | | |
| -Forest Development, Rehabilitation and Maintenance and Protection | 3. Maria Elena M. Parañaque Forester I/ NGP Coordinator | Boac/ Buenavista/ Mogpog/ Sta. Cruz/ Torrijos/Gasan | -Assist PENRO Imelda M. Diaz in the NGP monthly site visit | | | 17 - 18 | | |
| | | | -Monitoring and Supervision of NGP activities- CSD, Yr2 & Yr3 M&P, EP & Nursery Establishment | 4 - 6 | 10 - 13 | 17 - 20 | 24 - 27 | 31 |

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|---|---|--|---|--|---------|----|---------|--|
| -Management of Marinduque Wildlife Rescue Center (MWRC) | 4. Danilo L. Martinez/Forester II/SPA-IPT Focal Person/ Head, Biodiversity Unit/Chair, TIC (NGP, CBFM & Infrastructure Project) | Sitio Talisay, Bonliw, Torrijos | -Conduct of monitoring and supervision of the activities within the MWRC | | 5 | 19 | | |
| -Management of Seed Production Area/Individual Plus Trees (SPA IPTs - Seed Production Area/ Individual Plus Trees | | Sitio Maulawin, Dampulan, Torrijos, Marinduque | -Conduct monitoring and supervision (re-assessment and re-clustering of 800 IPTs) | | 10 | 19 | | |
| -Marine turtle monitoring | | Brgys. Lupac, Boac, Poctoy and Buangan, Torrijos, Mompong, Santa Cruz, Masiga, Gasan, Daykitin, Buenavista | -Monitoring of nesting sites | | | | 20 | |
| -Management of Caves and Cave Resources | | Barangay Sayao, Mogpog | -Cave assessment | | 11 - 13 | | 24 - 27 | |
| -Demarcation of Boundaries of Marinduque Wildlife Sanctuary (MWS) | | Protected Area site | -Inspection of accomplishment undertaken by RCS Surveying Team | | | 18 | | |

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|---|--|--|---|-------|---------|-------------------|---------|----|
| -Forest Development Rehabilitation, Maintenance and Protection | 5. Ronald M. Matining/ Mathematician Aide II/ NGP Staff | Boac, Buenavista, Mogpog, Santa Cruz, Torrijos | -Assist PENRO Imelda M. Diaz in the NGP monthly site visit -Monitoring of EP and provision of technical assistance in the NGP activities - CSD, Y2 & Y3 M&P & Nursery Establishment | 4 - 6 | 11 - 12 | 17 - 18 19 | 24 - 26 | |
| -Forest Development, Rehabilitation, Maintenance and Protection | 6. Ricky DL. Pereda/Forest Technician I/NGP Staff | Torrijos, Buenavista, Boac, Mogpog, Santa Cruz | -Assist PENR Officer Imelda M. Diaz in the NGP monthly site visit -Provision of technical assistance in the bamboo projects and other NGP activities -Monitoring of nursery establishment and seedling produced | 4 - 6 | | 17 - 18 | 24 - 26 | 31 |

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| <p>-Forest Development, Rehabilitation and Maintenance and Protection</p> | <p>7. Carlo M. Watiwat/Forest Technician II/NGP Staff</p> | <p>Torrijos, Buenavista, Boac, Mogpog, Gasan, Santa Cruz</p> | <p>-Monitoring of the nursery establishment and seedling produced</p> <p>-Provision of technical assistance in Agroforestry Project and other NGP activities</p> <p>-Assist PENRO Imelda M. Diaz in the NGP monthly site visit</p> | <p>4 - 6</p> | <p>11 - 12</p> | <p>19</p> | <p>24 - 26</p> | <p>31</p> |
| <p>-Forest Development, Rehabilitation and Maintenance and Protection</p> | <p>8. Wilson R. Paez/Forest Technician I/NGP Staff</p> | <p>Boac/Mogpog/ Sta. Cruz,/Gasan/ Torrijos/Buenavista</p> | <p>-Monitoring of the nursery establishment and seedling produced</p> <p>-Provision of technical assistance in Nipa Project and other NGP activities</p> <p>-Assist PENRO Imelda M. Diaz in the NGP monthly site visit</p> | <p>4 - 6</p> | <p>11 - 12</p> | <p>19</p> | <p>24 - 26</p> <p>17 - 18</p> | <p>31</p> |

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| -Management of Coastal and Marine Resources/Areas Monitoring and patrolling Marine Protected Area Networking | 9. John Andrew M. Magculang/Forest Technician I/CRFMU Staff | Brgy. Sayao, Brgy. Paye and Brgy. Guisian, Mogpog | -Conduct monitoring and patrolling along the coastal area | 5 - 6 | | | | |
| | | Brgy. Biga, Brgy. Aloba, Brgy. Angas, Brgy. Morales and Brgy. Tagum, Sta. Cruz Brgy. Silangan, Mogpog | -Coordination and evaluation re: status of MPA area | | 10 - 12 | | 17 & 19 | |
| Technical Assistance to LGUs on ICM Plan | | Brgy, Kay Duke, Torrijos | - Conduct of orientation/open forum at Brgy. Kayduke, Torrijos for the technical assistance to LGUs with ICM Plans | | | | | 31 |
| Conduct of Regular Special Events | | Brgy. Caigangan, Brgy. Daykitin, Buenavista, Brgy. Antipolo and Brgy. Banuyo, Gasan | -Conduct of IEC and International Coastal Clean-up re: Month of the Ocean | | | 18 | | |
| -Performance of CSC holders evaluation -Certificate of Stewardship Contract Evaluation | | Brgys. Sabong and Tambunan, Boac | -Conduct of CSC lot evaluation | | | | 24 - 27 | |

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|---|--|---|---|-------|---------|---------|---------|----|
| -Management of Coastal and Marine Resources/Areas | 10. Brian Iñigo F. Leaño/Forest Technician I/CRFMU Staff | | | | | | | |
| Monitoring and patrolling | | Brgy. Sayao, Brgy. Paye and Brgy. Guisian, Mogpog | -Conduct monitoring and patrolling along the coastal area | 5 - 6 | | | | |
| | | Brgy. Biga, Brgy. Aloba, Brgy. Angas, Brgy. Morales and Brgy. Tagum, Sta. Cruz | | | 10 – 12 | | | |
| Marine Protected Area Networking | | Brgy. Silangan, Mogpog | -Coordination and evaluation re: status of MPA area | | | 17 & 19 | | |
| Technical Assistance to LGUs on ICM Plan | | Brgy, Kay Duke, Torrijos | -Conduct of orientation/open forum at Brgy. Kayduke, Torrijos for the technical assistance to LGUs with ICM Plans | | | | | 31 |
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| -Management of Coastal and Marine Resources/Areas | 11. Corazon R. Pelaez /Forest Technician I/BCU Staff | | | | | | | | |
| Technical Assistance to LGUs on ICM Plan | | Brgy. Kayduke, Torrijos | -Conduct of orientation/open forum at Brgy. Kayduke, Torrijos for the technical assistance to LGUs with ICM Plans | | | | | | 31 |
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| -Management of Caves and Cave Resources | | | | | | | | | |
| Cave assessment | | Brgy. Sayao, Mogpog | -Conduct of cave assessment at Labao Cave located at Brgy, Sayao, Mogpog | | 11 - 13 | | 24 - 27 | | |

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|---|---|--|--|---|---------|---------------|---------|--|
| -Formulation/Updating of CRMF -Regular Monitoring and Evaluation of CBFM Areas -Management of Caves and Cave Resources Cave assessment -Regular Monitoring and Evaluation of CBFM Areas | 12. Randy R. Pantoja/ - Forest Technician I/BCU Staff - CBFM Desk Officer - GIS Unit Staff | -Brgy. Malbog, Buenavista -Brgy. Balanacan, Mogpog -Brgy. Makawayan, Torrijos Brgy. Kamandugan, Sta. Cruz | -Conduct ground validation/mapping of the lacking parcel of the CBFM area -Conduct Regular Monitoring and Evaluation of CBFM Areas using the prescribed Evaluation Tool -Conduct of assessment/mapping of Labao Cave | 6 | | 19 | | |
| | 13. Judie Ann M. Feliciano/Project Evaluation Assistant I | Brgy. Balanacan, Mogpog -Brgy. Makawayan, Torrijos Brgy. Kamandugan, Sta. Cruz | -Conduct Regular Monitoring and Evaluation of CBFM Areas using the prescribed Evaluation Tool | 6 | 11 - 13 | 17 - 18 20 | 24 - 27 | |

