

Annex 1. Streamlining Monitoring Form 1



Streamlining MF 1

STATUS OF STREAMLINING EFFORTS CY 2022

(1) Name of Agency : DENR - Region IV-MIMAROPA - PENRO Marinduque

(2) Name of Service : RO-AF-03. Sale of Bidding Documents

(3) Expected Turnaround Time (TaT)
Simple : 30 minutes
Complex: :
Highly technical :
With issues* :
Without issues* :(4) Responsible Delivery Units/
Processing Units: Bids and Awards Committee (BAC) Secretariat, Procurement Services

(5) Transaction Fees per Citizen Charter

Primary Fees: 500, 000 and below : Php500.00
 More than 500,000 up to 1 Million : Php1,000.00
 More than 1 Million up to 5 Million : Php5,000.00
 More than 5 Million up to 10 Million : Php10,000.00
 More than 10 Million up to 50 Million : Php25,000.00
 More than 50 Million up to 500 Million : Php50,000.00
 More than 500 Million : Php75,000.00

No.	Name of Office (CENRO, PENRO)	Type of Transaction (G2B, G2C, G2G)	Name of Client* (Family Name, Given Name)	Application / Control Number	Volume of Transactions per Client	Number of Requirement / Document Submitted	Classification (Simple/ Complex/ Highly Technical)	Date & Time of Applications w/ complete requirements received		Actual Transaction Fees (Php.)		Date Issued (mm/dd/yyyy)	Date received by client (for other services) or Date transmitted to ROD in the case of free patent		Actual Turnaround Time (TaT)		Remarks
								Date (mm/dd/yyyy)	Hour. & Mins.	Primary Fees	Other Fees		Date (mm/dd/yyyy)	Hour. & Mins.	No. of Days	Hour. & Mins.	
								(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)=count actual working days from col. 13 & 18	(22)= count actual working hours from col. 14 & 19	
1	PENRO Marinduque	G2B	Siccion, Rolando C. Rolando C. Siccion Surveying Office	OR# 1617489	1	4	Complex	9/12/2022	4:37 PM	5000.00	N/A	09/12/2022	09/12/2022	4:40 PM	0	0:03	
TOTAL			#REF!		1					P 5,000.00					0	0	

Prepared by:

Approved by:

GEMMA P. DELOS REYES / In-Charge, Management Services Division / October 3, 2022

Name of Officer / Designation / Date

"For and in the absence of the OIC - PENR Officer"

JOYBERT F. MIAJARES / In-Charge, Office of the PENRO / October 3, 2022

Head of Office / Date