



Republic of the Philippines  
Department of Environment and Natural Resources  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES  
REGION IV – MIMAROPA**

August 10, 2023

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR-MIMAROPA Region  
1515 DENR By the Bay Building, Roxas Blvd.,  
Brgy 668, Ermita, Manila

**FROM :** The OIC, PENR Officer

**SUBJECT :** **REQUEST FOR THE ISSUANCE OF REGIONAL SPECIAL ORDER FOR THE DESIGNATION OF LAND MANAGEMENT OFFICER (LMO) III ROMUALDO S. TRIA AS SPECIAL DISBURSING OFFICER (SDO) OF MINDORO BIODIVERSITY CORRIDOR PROJECT AND APPROVAL OF APPLICATION FOR FIDELITY BOND**

Respectfully requesting herewith for the issuance of Regional Special Order for the designation of LMO III Romualdo S. Tria as Special Disbursing Officer (SDO) of Mindoro Biodiversity Corridor Project as well as approval of Application for Fidelity Bond.

Attached are the draft Regional Special Order and Application for Fidelity Bond.

For information and consideration.

  
**ERNESTO E. TAÑADA**



**Republic of the Philippines  
Department of Environment and Natural Resources  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES  
REGION IV – MIMAROPA**

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**REGIONAL SPECIAL ORDER**

No. 2023 - \_\_\_\_\_

**SUBJECT : DESIGNATION OF LAND MANAGEMENT OFFICER  
(LMO) III ROMUALDO S. TRIA AS SPECIAL DISBURSING  
OFFICER (SDO) OF MINDORO BIODIVERSITY  
CORRIDOR PROJECT**

In the interest and exigency of the service and to address the financial concerns of Mindoro Biodiversity Corridor Project, Land Management Officer III Romualdo S. Tria is hereby designated as Special Disbursing Officer.

As such, he shall perform all duties and responsibilities inherent to the said designation in accordance to the existing rules and regulations. Further, he shall inform the undersigned of his compliance with this Order in writing for record purposes.

This Order takes effect immediately and shall be enforced unless otherwise revoked or superseded by another special order issued by the undersigned or higher authorities.

**FELIX S. MIRASOL, JR., CESO IV**  
Regional Executive Director



REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG INGATANG-YAMAN  
(BUREAU OF THE TREASURY)

Attachment 1  
Fidelity Bond Application Form  
(Revision No. 02 Date: May 30, 2022)

RISK NUMBER

(to be accomplished by BTr Officer)

REQUEST FOR APPLICATION FOR BONDING AND/OR CANCELLATION OF  
FIDELITY BOND OF ACCOUNTABLE PUBLIC OFFICER

INSTRUCTIONS:		1. ACCOMPLISH THIS FORM CORRECTLY		3. MARK APPROPRIATE BOXES <input type="checkbox"/> WITH CHECK <input checked="" type="checkbox"/>	
		2. PRINT ENTRIES LEGIBLY IN CAPITAL LETTERS			
TYPE OF APPLICATION:	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> RENEWAL <input type="checkbox"/> CANCELLATION, please proceed to Item Nos. 24-32	OLD RISK NUMBER:		For Renewal	
1. NAME		ROMUALDO		N/A	
Surname		Given Name		Middle Name	
2. ADDRESS		PUROK PAG-ASA, PAYOMPON, MAMBURAO OCCIDENTAL MINDORO (CAPITAL), OCCIDENTAL MINDORO		PASSPORT SIZE ID PHOTO	
3. DATE OF BIRTH (mm/dd/yyyy)		4. PLACE OF BIRTH			
04/01/1967		PALUAN, OCCIDENTAL MINDORO			
5. SEX		7. CIVIL STATUS		8. CONTACT NUMBER	
<input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE		<input type="checkbox"/> SINGLE <input type="checkbox"/> WIDOWED		9494629797	
6. TIN		<input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED		9. EMAIL ADDRESS	
142796928				cenro_mbo@yahoo.com	
10. MONTHLY INCOME (Salaries, allowances, business income and the like)		11. ESTIMATED MONTHLY EXPENSES			
50,000.00		25,000.00			
12. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?					
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
If yes, give details: _____					
13. a. Have you ever been charged of any administrative and/or criminal offense?			b. Have you ever been found guilty of any administrative and/or criminal case before any administrative body, tribunal or court?		
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
If yes, give details:			If yes, give details:		
Case No/s: _____			Case No/s: _____		
Date Filed: _____			Date Filed: _____		
Status of Case/s: _____			Status of Case/s: _____		
14. CHARACTER REFERENCE (Individual must not be related up to the fourth degree by consanguinity or affinity to applicant)					
NAME		ADDRESS		CONTACT NUMBER	
ABELARDO S. PANGILINAN		PALUAN, OCCIDENTAL MINDORO		9175002237	
ROGELIO L. DAPROZA		MAMBURAO, OCCIDENTAL MINDORO		9175534130	
CELSO B. ALMAZAN		MAMBURAO, OCCIDENTAL MINDORO		9054706695	
15. I declare that the answer to the foregoing questions are true to the best of my knowledge and belief. I fully understand that any misrepresentation made in this application and supporting documents shall cause the filing of administrative/criminal case(s) against me.					
Government Issued ID		: PHIC ID		ROMUALDO SISON TRIA N/A / 07/28/2023	
ID/License/Passport Number		: 090000149674		Signature over Printed Name /Date Accomplished	
Date/Place of Issue		: 09/27/2018 MAMBURAO			
16. SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued Government ID as indicated above.					
Doc. No. _____		Page No. _____		Signature of Officer/Person Administering Oath	
Book No. _____		Series of _____			

<b>17. AMOUNT OF ACCOUNTABILITY</b> <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 20%; text-align: center; font-weight: normal;">AMOUNT OF ACCOUNTABILITY</th> </tr> </thead> <tbody> <tr> <td colspan="2"><b>(a) Public Funds</b></td> </tr> <tr> <td>(1) As Collecting Officer</td> <td style="text-align: right;">P 0.00</td> </tr> <tr> <td>(2) As Disbursing Officer</td> <td style="text-align: right;">1,000,000.00</td> </tr> <tr> <td>(3) As Signing Officer</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>(4) Investment Officer (GS Investments, Time Deposits, etc.)</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2"><b>(b) Public Property</b></td> </tr> <tr> <td>(1) Inventories (per GAAM)</td> <td style="text-align: right;">P 0.00</td> </tr> <tr> <td>(2) Property, Plant &amp; Equipment (Net Book Value)</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2"><b>(c) Forms and other valuables</b></td> </tr> <tr> <td>(1) Internal Revenue Stamps</td> <td style="text-align: right;">P 0.00</td> </tr> <tr> <td>(2) Postage and other Stamped Stock</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>(3) Official Receipt</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>(4) Others Forms and valuables</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td><b>TOTAL AMOUNT</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">P 1,000,000.00</td> </tr> </tbody> </table>			AMOUNT OF ACCOUNTABILITY	<b>(a) Public Funds</b>		(1) As Collecting Officer	P 0.00	(2) As Disbursing Officer	1,000,000.00	(3) As Signing Officer	0.00	(4) Investment Officer (GS Investments, Time Deposits, etc.)	0.00	<b>(b) Public Property</b>		(1) Inventories (per GAAM)	P 0.00	(2) Property, Plant & Equipment (Net Book Value)	0.00	<b>(c) Forms and other valuables</b>		(1) Internal Revenue Stamps	P 0.00	(2) Postage and other Stamped Stock	0.00	(3) Official Receipt	0.00	(4) Others Forms and valuables	0.00	<b>TOTAL AMOUNT</b>	P 1,000,000.00	<b>18. NAME OF OFFICE OR AGENCY</b> DENR, PENRO OCCIDENTAL MINDORO	
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		<b>19. ADDRESS OF OFFICE OR AGENCY</b> <u>MAMBURAO OCCIDENTAL MINDORO (CAPITAL),</u> <u>OCCIDENTAL MINDORO</u> <small>Municipality/City Province</small>																															
		<b>20. STATION/DIVISION (Place of assignment)</b> MINDORO BIODIVERSITY CORRIDOR																															
		<b>21. TITLE OF POSITION OR DESIGNATION</b> SPECIAL DISBURSING OFFICER (SDO)																															
		<b>22. DATE OF DESIGNATION OR ASSUMPTION OF ACCOUNTABILITY</b> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span>2023</span> <span>08</span> <span>10</span> </div> <small>Year Month Day</small>																															
		<b>23. BOND PERIOD COVERAGE</b> <div style="margin-top: 10px;"> <input checked="" type="checkbox"/> One (1) year  <input type="checkbox"/> Two (2) years  <input type="checkbox"/> Three (3) years         </div>																															
<b>THIS BLOCK TO BE FILLED ONLY IN CASE OF BOND CANCELLATION</b>																																	
<b>24. OFFICE OR AGENCY AND STATION</b>																																	
<b>25. NAME OF OFFICERS TO BE RELIEVED</b> <div style="margin-top: 10px;"> <span style="border-bottom: 1px solid black; width: 150px;"></span> <span style="border-bottom: 1px solid black; width: 150px;"></span> <span style="border-bottom: 1px solid black; width: 150px;"></span> </div> <small>Surname Given Name Middle Name</small>		<b>26. PRESENT POSITION OR DESIGNATION</b>																															
<b>27. AMOUNT OF BOND</b>		<b>28. RISK NUMBER AND EFFECTIVITY DATE</b>																															
<b>29. DATE OF RELIEF</b> <div style="margin-top: 10px;"> <span style="border-bottom: 1px solid black; width: 50px;"></span> <span style="border-bottom: 1px solid black; width: 50px;"></span> <span style="border-bottom: 1px solid black; width: 50px;"></span> </div> <small>Year Month Day</small>		<b>30. CAUSE OF RELIEF</b>																															
<b>31. THIS IS TO CERTIFY THAT</b> , as Head of Agency of <u>DENR, PENRO OCCIDENTAL MINDORO</u> , I verified the truthfulness of the answers to the questions contained on the face of this form and found them correct insofar as can be ascertained and that the applicant is a safe and conservative risk. Hence, the undersigned is recommending approval and authorizing the request for <div style="margin-top: 10px;"> <input checked="" type="checkbox"/> Application for Bonding           <div style="margin-left: 20px;"> <input checked="" type="checkbox"/> New  <input type="checkbox"/> Renewal           </div> <input type="checkbox"/> Cancellation of Bond         </div> <div style="margin-top: 10px;">             of the above accountable public officer.             <div style="float: right; text-align: right;">               FELIX S. MIRASOL, JR, 08/10/2023  <b>AGENCY APPROVER</b>  <small>Signature over Printed Name of Head of the Agency/Date Accomplished</small> </div> </div>																																	
<b>THIS BLOCK TO BE FILLED BY BTr ONLY</b>																																	
<b>32. AMOUNT OF BOND RECOMMENDED</b> <div style="text-align: right; margin-top: 10px;">500,000.00</div>		<b>33. AMOUNT OF BOND PREMIUM PAYABLE</b> <div style="text-align: right; margin-top: 10px;">7,500.00</div>																															
<div style="margin-top: 10px;">             This is to certify that I have carefully evaluated the request for              of Fidelity Bond of the above-mentioned accountable public officer.             <div style="float: right; margin-top: 10px;"> <input type="checkbox"/> APPLICATION    <input type="checkbox"/> RENEWAL    <input type="checkbox"/> CANCELLATION             </div> </div> <div style="margin-top: 10px; display: flex; justify-content: space-between;"> <span style="border-bottom: 1px solid black; width: 250px;"></span> <span style="border-bottom: 1px solid black; width: 100px;"></span> </div> <small>Name &amp; Signature of BTr Officer DATE</small>																																	

Name of Office: Department of Environment and Natural Resources (DENR), Office of the Secretary, PENRO Occidental Mindoro

LIST OF BONDED ACCOUNTABLE PUBLIC OFFICERS

NAME OF PUBLIC OFFICER	TYPE OF APPLICATION	DESIGNATION  (e.g. Disbursing/Collecting/ Signing Officer)	PREVIOUS YEAR'S DATA				AMOUNT			BOND COVERAGE	REMARKS	
			EFFECTIVE DATE		RISK NO.	WITH PENDING ADMINISTRATIVE AND/OR CRIMINAL CASE (Yes or No)					IF FOUND GUILTY, WHAT IS THE STATUS OF THE IMPLEMENTATION OF PENALTY?	
			From	To								
						For renewal			ACCOUNTABILITY		BOND	PREMIUM
TRIA, ROMUALDO N/A SISON			(1) Special Disbursing Officer (SDO)				1,000,000.00	500,000.00	7,500.00	1 yr(s)	NO	Not Applicable
	NEW											
Totals							1,000,000.00	500,000.00	7,500.00			

Prepared By:

MARIA JESSICA P. DEL ROSARIO

CASHIER I

Signature over printed name  
Position

Reviewed By:

ERNESTO E. TANADA

OIC PENRO

Signature over printed name  
Position

Certified and Approved By:

FELIX S. MIRASOL, JR.

Regional Executive Director

Signature over printed name  
Designation of Authorized Official

Date: 08/10/2023