



Republic of the Philippines
Department of Environment and Natural Resources
PENRO Marinduque

January 09, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services

ATTENTION : The OIC Chief, Planning and Management Division
The Chief, ICT Section

FROM : The OIC - PENR Officer

SUBJECT : **DENR TRANSPARENCY SEAL (TS) MONITORING
SHEET FOR THE FOURTH QUARTER, FY 2022 OF
DENR-PENRO MARINDUQUE**

Submitted is the DENR Transparency Seal (TS) Monitoring Sheet for the Fourth Quarter, FY 2022 of DENR-PENRO Marinduque.

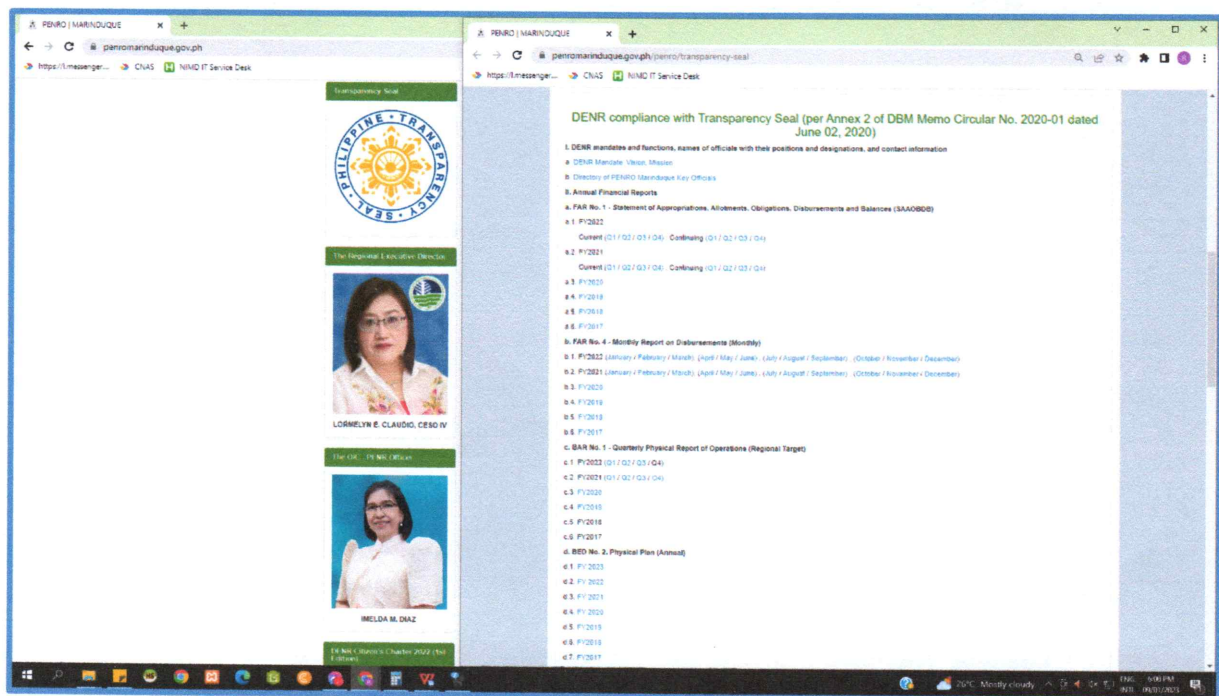
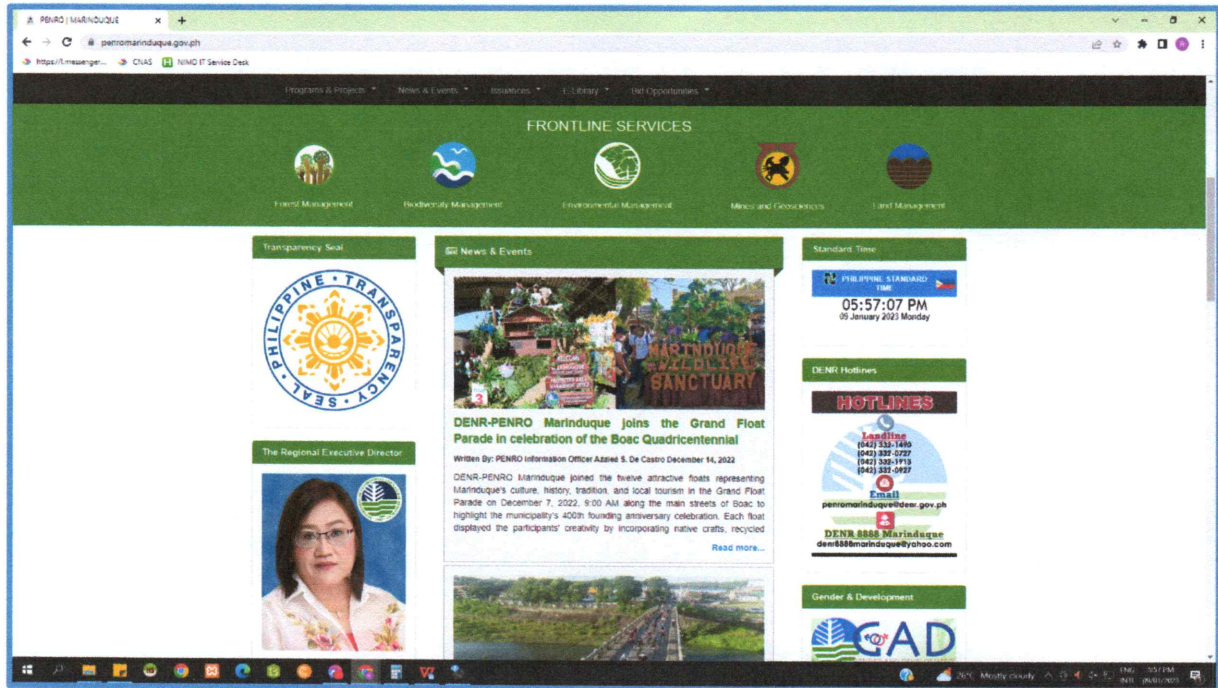
For information and record.


IMELDA M. DIAZ



Republic of the Philippines
Department of Environment and Natural Resources
PENRO Marinduque

SCREENSHOTS OF DENR-PENRO MARINDUQUE WEBSITE CONTAINING A VISIBLE AND FUNCTIONAL TRANSPARENCY SEAL



FY 2022 DENR TRANSPARENCY SEAL (TS) MONITORING SHEET

Office : DENR PENRO Marinduque

ITEM NO.	TS REQUIREMENT	FY 2022				DATE UPLOADED
		Q1	Q2	Q3	Q4	
I.	AGENCY'S MANDATE, VISION, MISSION AND LIST OF OFFICIALS					
a.	DENR mandate, vision and mission					▪ Complied
b.	List of DENR officials and their contact information (Updated per S.O. issued)					▪ Updated as of January 03, 2022
II.	ANNUAL FINANCIAL REPORTS					
A.	FAR No. 1: Statement of Appropriations, Allotments, Obligations, Disbursements and Balances (SAAOBDB)					
a.1	FAR No. 1	Q1 Report (on or before April 10, 2022)				▪ Date uploaded to PENRO website: April 04, 2022
a.2	FAR No. 1		Q2 Report (on or before July 10, 2022)			▪ Date uploaded to PENRO website: July 06, 2022
a.3	FAR No. 1			Q3 Report (on or before October 10, 2022)		▪ Date uploaded to PENRO website: October 03, 2022
a.4	FAR No. 1				Q4 Report (on or before January 10, 2023)	▪ Date uploaded to PENRO website: January 04, 2023



ITEM NO.	TS REQUIREMENT	FY 2022				DATE UPLOADED
		Q1	Q2	Q3	Q4	
B.	FAR No. 4: Summary Report on Disbursements					
b.1	FAR No. 4	January report (on or before Feb 03, 2022) February report (on or before March 03, 2022) March report (on or before April 03, 2022)				Date uploaded to PENRO website: Quarter 1 <ul style="list-style-type: none"> January – 01/26/2022 February – 02/24/2022 March – 04/04/2022
b.2	FAR No. 4		April report (on or before May 03, 2022) May report (on or before June 03, 2022) June report (on or before July 03, 2022)			Date uploaded to PENRO website: Quarter 2 <ul style="list-style-type: none"> April – 04/27/2022 May – 05/27/2022 June – 07/01/2022
b.3	FAR No. 4			July report (on or before Aug 03, 2022) August report (on or before Sept 03, 2022) September report (on or before Oct 03, 2022)		Date uploaded to PENRO website: Quarter 3 <ul style="list-style-type: none"> July – 07/28/2022 August – 08/31/2022 September – 10/07/2022
b.4	FAR No. 4				October report (on or before Nov 03, 2022) November report (on or before Dec 03, 2022) December report (on or before Jan 03, 2023)	Date uploaded to PENRO website: <ul style="list-style-type: none"> October – 11/03/2022 November – 11/25/2022 December – 01/04/2023

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C.	BAR No. 1: Quarterly Report of Operations					▪ Regional Office Target
D.	Physical Plan FY2022 (BED No. 2)	Upon approved copy is provided by Regional Office				▪ Date uploaded to PENRO website: May 17, 2022
E.	FAR No. 5: Quarterly Report on Revenue and Other Receipts (Quarterly)					
e.1	FAR No. 5	Q1 Report (on or before April 05, 2022)				▪ Date uploaded to PENRO website: April 04, 2022
e.2	FAR No. 5		Q2 Report (on or before July 05, 2022)			▪ Date uploaded to PENRO website: July 01, 2022
e.3	FAR No. 5			Q3 Report (on or before October 05, 2022)		▪ Date uploaded to PENRO website: October 03, 2022
e.4	FAR No. 5				Q4 Report (on or before January 05, 2023)	▪ Date uploaded to PENRO website: January 03, 2023
F.	BED No. 1: Financial Plan (Annual)	Upon approved copy is provided by Regional Office				▪ Date uploaded to PENRO website: January 09, 2023
III.	DBM APPROVED BUDGET AND TARGETS					
a.	Budget FY2022	Upon availability from DBM website				▪ Date uploaded to PENRO website: January 04, 2022
b.	Targets/MFOs/GAA Targets FY2022	Upon availability from DBM website				▪ Date uploaded to PENRO website: January 04, 2022
c.	Budget FY2023	Upon availability from DBM website				▪ Date uploaded to PENRO website: January 04, 2023
d.	Targets/MFOs/GAA Targets FY2023	Upon availability from DBM website				▪ Date uploaded to PENRO website: January 04, 2023
IV.	PROJECTS, PROGRAMS AND ACTIVITIES, BENEFICIARIES, AND STATUS OF IMPLEMENTATION (FY2022)					
a.	Enhanced National Greening Program					▪ Complied
b.	Land Disposition					▪ Complied

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c.	Payapa at Masaganang Pamayanan (PAMANA)					▪ Not applicable
V.	ANNUAL PROCUREMENT PLAN (APP)					
a.	FY 2022 Annual Procurement Plan (APP-nonCSE) in the format prescribed under GPPB Circular No. 07-2015	On or before March 31, 2022				▪ Date uploaded to PENRO website: January 28, 2022
b.	FY2022 Annual Procurement Plan - Common-Use Supplies and Equipment (APP-CSE)	On or before March 31, 2022				▪ Date uploaded to PENRO website: January 28, 2022
c.	Indicative Annual Procurement Plan for FY 2023 (APP-nonCSE) in the format prescribed under GPPB Circular No. 07-2015			On or before September 30, 2022		▪ Date uploaded to PENRO website: September 28, 2022
d.	FY 2023 Annual Procurement Plan-Common-Use Supplies and Equipment (APP-CSE) as prescribed by DBM memo circular			On or before September 30, 2022		▪ Date uploaded to PENRO website: September 28, 2022

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VI.	QMS CERTIFICATION BY ANY INTERNATIONAL ORGANIZATION APPROVED BY THE INTER-AGENCY TASK FORCE OR ISO 9001:2015 ALIGNED QMS DOCUMENTS					
a.	DENR Quality Policy					<ul style="list-style-type: none"> Date uploaded to PENRO website as per TS Advisory No. 6 dated January 16, 2017: January 16, 2017
b.	Quality Management Manual					<ul style="list-style-type: none"> Date uploaded to PENRO website as per TS Advisory No. 6 dated January 16, 2017: January 16, 2017
c.	Quality Management Manual Annexes					<ul style="list-style-type: none"> Date uploaded to PENRO website as per TS Advisory No. 6 dated January 16, 2017: January 16, 2017
d.	QMS ISO Registration Certificates				Not later than December 31, 2022	<ul style="list-style-type: none"> Date uploaded to PENRO website: Upon availability
VII.	SYSTEM OF RANKING DELIVERY UNITS					
a.	Guidelines on the Grant the Performance-Based Bonus (PBB) for FY 2022 (DENR MC-2022-11)				Not later than October 01, 2022	<ul style="list-style-type: none"> Date uploaded to PENRO website: May 31, 2022
VIII.	THE AGENCY REVIEW AND COMPLIANCE PROCEDURE OF STATEMENTS AND FINANCIAL DISCLOSURES					
a.	DENR Review and Compliance Procedure for SALN				To be posted not later than October 01, 2022	<ul style="list-style-type: none"> Date uploaded to PENRO website: January 11, 2021
IX.	FREEDOM OF INFORMATION MANUAL					
a.	Updated DENR Freedom of Information Manual					<ul style="list-style-type: none"> Reposting only, if there is revision on the manual
b.	DENR Information Inventory				To be posted by January 30, 2023	<ul style="list-style-type: none"> Date uploaded to PENRO website: January 09, 2023

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ITEM NO.	TS REQUIREMENT	FY 2022				DATE UPLOADED
		Q1	Q2	Q3	Q4	
c.	FY 2022 DENR FOI Summary Report				To be posted by January 30, 2023	▪ Date uploaded to PENRO website: January 09, 2023
d.	FY 2022 DENR FOI Registry				To be posted by January 30, 2023	▪ Date uploaded to PENRO website: January 09, 2023
e.	Screenshot of DENR Website containing a visible and functional FOI logo linked to e-FOI portal (www.foi.gov.ph)				To be submitted through email: foipco@gmail.com on or before January 30, 2023	▪ Date uploaded to PENRO website: January 06, 2023
f.	Modified One-Page FOI Manual (c/o FOI Focal)				To be posted by January 30, 2023	▪ Date uploaded to PENRO website: January 05, 2023
g.	Updated AID-FOI Tool					▪ Central Office Target
h.	FOI Client/Customer Satisfaction				To be posted by January 30, 2023	▪ Regional Office Target
i.	DENR FOI Certificate of Compliance (upon issuance of PCOO)					▪ Complied

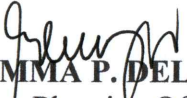
Monitored by:


MARK RYAN S. LOZADA
Information Systems Analyst II

Reviewed by:


JHONNA LIZA S. MEDENILLA
Planning Officer II
In-Charge, Planning Section

Noted by:


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