



Republic of the Philippines  
Department of Environment and Natural Resources  
MIMAROPA Region  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Sta. Monica, Puerto Princesa City

May 2, 2023

**MEMORANDUM**

**TO :** Joe-Mar S. Perez  
The Director  
Document Management and Operations Support and  
Head Action Center/Hotline 8888 in Concurrent Capacity  
DENR Central Office, Visayas Avenue  
Diliman, Quezon City

**FROM :** The Provincial Environment and  
Natural Resources Officer  
DENR-PENRO, Sta. Monica  
Puerto Princesa City

**SUBJECT :** **ALLEGED DELAYED SALARY OF EMPLOYEES OF  
THE PROVINCIAL ENVIRONMENT AND NATURAL  
RESOURCES OFFICE (PENRO) PALAWAN WITH  
TICKET REFERENCE NO. P20230427-669-8**

This pertains to the 8888 complaint Ticket Reference No. P20230427-669-8 dated April 27, 2023 lodged to this office with of the above captioned subject which was received dated April 28, 2023.

Please allow us to explain the reasons behind the delayed salaries of employees of PENRO Palawan personnel particularly the wages of our Job Orders (JOs) support staff of DENR-PENRO Palawan, to wit:

1. That on February 05, 2023, our Accountant in the Person of Ms. Cathy R. Flores resigned and transferred to Environmental Management Bureau (EMB)-MIMAROPA Regional office in Metro Manila;
2. That we immediately informed the Regional Office of said resignation and have requested of whom will be possibly designated as accountant that would fill-in the vacuum left caused by her resignation in order not to hamper the operations of the office;
3. That an Special Order No. 54 dated February 16, 2023 was issued designating Supervising Administrative Officer Maureen C. Villanueva as PENRO Accountant of Palawan in concurrent capacity as Assistant Division Chief of the Finance Division of the Regional Office;
4. That in the said Special Order Mam Maureen C. Villanueva was tasked to act only on all documents pertaining to financial transactions limited to Personal Services (PS), Mandatories and Travel-related Expenses which processing of Job Order Salaries/Wages is not included;

Brgy. Sta. Monica, Puerto Princesa City, Palawan  
Email Add: [denrpalawan@yahoo.com](mailto:denrpalawan@yahoo.com)  
Telefax No. (048) 433-5638

5. That Ms. Anny Cloveries M. Gabayan was hired by the Regional Office as Accountant I on March 10, 2023, and was designated as Accountant of PENRO Palawan in concurrent capacity as Accountant I of Regional Office through Regional Special Order No. 98 dated March 17, 2023;
6. That Accountant I, Anny Cloveries M. Gabayan was still based at Regional Office for On-The-Job Training as newbie Accountant;
7. That we need to bring all our documents pertaining to financial transactions from Palawan to Manila to be processed and signed by Ms. Gabayan;
8. That some of our Job Orders are not mindful and late in submitting their documents such as DTRs and other supporting documents as basis for payment of their salaries/wages;
9. That as of this writing, wages of all our Job Orders for the month of January and February were processed after Ms. Gabayan was hired and designated as PENRO Accountant and it was paid and received only last March 2023;
10. That their wages for the month of March 2023 are still in Manila for processing and are expected to be paid within this month;
11. That in our present situation without an Accountant in the PENRO Office causes excessive delays in the payment of our obligations;
12. That we have sent a memo request to the Regional Office, requesting to allow Ms. Gabayan to travel to Palawan for at least 2 weeks to process pending financial transactions and to expedite payments of our obligations both to internal and external creditors; and
13. That we have elevated this problem to the Regional Office and have included it as one of our pressing and emerging issues during our First Regional Management Conference last April 19-20, 2023.

Despite all the circumstances we are facing right now, we are doing our best to find a solution and we are appealing to our Job Orders to bear with us and have some considerations, because this was not the case in the past when we had an accountant at the PENRO Office.

Hoping with the aforementioned reasons, we fully explained why there was a delayed in the payment of wages for some of our Job Orders and other permanent employees.

For information and consideration.

  
FELIZARDO B. CAYATOC

cc:  
The RED  
All CENROs  
All PENRO Sections/Units



## Office of the President

REPUBLIC OF THE PHILIPPINES

### 8888 Citizens' Complaint Hotline

Ticket Reference Number : **P20230427-669-8**  
Status: Ticket indorsed  
Head of Agency : N/A  
Agency : Department of Environment and Natural Resources  
Agency Address : N/A  
Attention (Focal Person) : Maria Matilda A. Gaddi

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Pursuant to Executive Order No. 6<sup>1</sup>, s. 2016, may we respectfully transmit the following concern received through the 8888 Citizens' Complaint Hotline:

Date: 27 April 2023  
Name of Client: N/A  
Address: N/A  
Contact Details: N/A  
N/A  
N/A  
Nature of call: 2023 - Integrity - Process And Services  
Subject: Alleged Delayed Salary of Employees of the Provincial Environment and Natural Resources Office (PENRO) Palawan

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Details:

"Tungkol ito sa Provincial Environment and Natural Resources Office (PENRO) ng Palawan. Kaming mga permanent at Job Order (JO) na kawani dito ay delayed ang sahod ng almost forty (40) to fifty (50) days. Ang reason nila ay dahil sa na-promote ang accountant na pipirma kaya pinapadala pa ito sa regional office para mapapirma sa accountant na na-promote. Ito ang palagi nilang dahilan magmula January 2023. Ang ibang kawani ng ibang department ay on time naman sumasahod. Sana makarating ito sa kinauukulan."

Information contained in this communication is privileged, confidential and intended solely for the use of the individual or entity to whom it is addressed and others authorized to receive it. If you are not the intended recipient, you must not disclose or use the information contained in it. If you have received this communication in error, please notify the 8888 Citizens' Complaint Center immediately and dispose this communication in accordance with the provision of Republic Act No. 10173, otherwise known as Data Privacy Act of 2012.

Please be reminded of Section 5 of EO No. 6, which states that "a citizen's concern lodged through any of the communication channels shall have a concrete and specific action within 72 hours from the receipt of the concern by the proper government agency or instrumentality".

Kindly send your reply directly to the concerned person/entity, copy furnished the 8888 Portal thru your agency 8888 Focal Team, citing the above ticket reference number. Thank you very much.

"Institutionalizing the 8888 Citizens' Complaint Hotline and Establishing the 8888 Citizens' Complaint Center", under the direction and supervision of the Office of the Executive Secretary.

\*\*\*\*\* This is an automatically generated email, please do not reply \*\*\*\*\*