



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

April 28, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region
1515 L & S Building, Roxas Boulevard
Ermita, Manila

THRU : The Assistant Regional Director
For Management Services Division

ATTENTION : The Chief, Finance Division

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **REQUEST FOR TRAVEL OF ACCOUNTANT I,
ANNY CLOVERIES M. GABAYAN FROM THE
REGIONAL OFFICE TO PENRO PALAWAN**

Please be informed that as of this even date, the Accounting Unit of this office has voluminous financial and accounting transactions including the seven (7) Audit Observation Memoranda (AOM) dated April 17 and 18, 2023 of State Auditor III Maria Fatima T. Plagata and Regional Supervising Auditor Connie G. Benedictos requiring this office to submit our response within two calendar days and with the recommendation to address the insufficient manpower resources. As of March 31, 2023, we have incurred a total obligation of more or less 21M from our current allotment, hence, such obligated vouchers must be processed and disbursed before the end of the second quarter.

During the past several months, we had experienced difficulty in transporting financial documents to the Regional Office for processing. Aside from this, it entails huge traveling expenses charged to our fund as well as causes delays in paying our obligations resulting in low financial utilization.

In view hereof, we are respectfully requesting to allow Accountant I, Anny Cloveries M. Gabayan to travel from that office to PENRO Palawan covering the period from May 2-15, 2023 to be able to process/sign pending vouchers and Accounts Payable for FY 2022 as well as to bring with her vouchers of remittances forwarded to that office wherein the deadline of remittance is on the 1st week of May 2023.

Attached also is the 8888 complaint received by this office dated April 27, 2023, relative to the absence of an accountant causing delayed payment of salaries of the Job Order which requires us to reply within the next 72 hours.

For information, consideration, and approval.


FELIZARDO B. CAYATOC

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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

Pursuant to Executive Order No. 6¹, 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

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 *****