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

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR, MIMAROPA Region

**THRU :** The OIC, Assistant Regional Director  
for Technical Services

The Assistant Regional Director  
for Management Services

**Attention :** The Chief, Conservation Development Division

**FROM :** The OIC, Provincial Environment and Natural  
Resources Officer

**SUBJECT :** REQUEST FOR THE APPROVAL OF TRAINING DESIGN  
AND REGIONAL SPECIAL ORDER FOR THE CONDUCT  
OF CAPACITY BUILDING OF THE PROTECTED AREA  
MANAGEMENT OFFICE-MARINDUQUE WILDLIFE  
SANCTUARY (PAMO-MWS) PAMB MEMBERS, PAMO  
AND TSD STAFF/PERSONNEL ON SEPTEMBER 27-28, 2023  
IN BOAC, MARINDUQUE.

**DATE :** September 14, 2023

Please be informed that the Protected Area Management Office-Marinduque Wildlife Sanctuary (PAMO-MWS) headed by PASu Emeterio M. Recto has one (1) remaining target of Capacity Building/Learning event under Communication, Education and Public Awareness (CEPA) for CY 2023.

The said learning event will be conducted on September 27-28, 2023 in Boac, Marinduque. In this regard, we would like to request for the approval of the Training Design and Regional Special Order of the said activity, please see attached training/activity design and proposed Regional Special Order.

For information, record and approval.

  
**IMELDA M. DIAZ**



## **TRAINING/ACTIVITY DESIGN**

**“CAPACITY BUILDING FOR THE UPDATING OF MANAGEMENT PLAN OF MARINDUQUE WILDLIFE SANCTUARY (MWS) INCLUDING MANAGEMENT ZONING AND OTHER POLICIES PER ENIPAS ACT OF 2018 FOR PAMB MEMBERS, PAMO AND TSD STAFF/PERSONNEL ON SEPTEMBER 27-28, 2023 IN BOAC, MARINDUQUE.”**

### **I. RATIONALE**

The Marinduque Wildlife Sanctuary (MWS), a two parcel mountainous terrain in central Marinduque covering an area of 9,758.71 hectares has been declared as Protected Area by virtue of Proclamation No. 696 under the NIPAS Act of 1992 in 2004 and RA 11083 or Expanded NIPAS of 2018. As such, it is required by the law to be administered by a multi-sectoral Protected Area Management Board (PAMB), as its decision-making body. The operation and implementation of the Protected Area Management Plan is under the direct supervision of the Protected Area Management Office (PAMO) through the Protected Area Superintendent (PASu), who is directly accountable to the PAMB and also acts as the secretariat of the Board.

The area is also a locally important watershed with five major water systems that supports majority of the rice fields in the province, aside from being the main source of domestic water supply of almost all the households in the province. The survival of the different flora and fauna species and sustainability on the provision of services are dependent upon intact ecosystems of the MWS as a Protected Area in order to protect it from indiscriminate exploitation and to maintain and preserve its ecological balance.

However, the members of PAMB, the PAMO Staff and TSD Staff are novices in managing a protected area considering that most of them are newly appointed, thus, they need practical and operational guidelines in the management and protection of such an area. Likewise, the DENR's functions in ENR management are shared by local government units (LGUs) as a result of the passage of the Local Government Code in 1991. And that different environmental laws and DENR policies emphasized the promotion of collaborative implementation of environmental programs and projects with various stakeholders.

Further, a large number of personnel operating in the field are not adequately equipped with skills and knowledge on legal procedures and requirements to effectively combat environmental crime.

Thus, it is recommended to conduct a capacity building training/refresher course for PAMB members and partners in the management & protection of the MWS in the area of habitat/species management, protection and law enforcement.

The VAWC Law or the Anti-Violence Against Women and Their Children Act of 2004 also known as RA 9262 recognizes the importance of protecting women and children from economic abuse by providing to victims and imposing penalties and offenders.

## **II. OBJECTIVES**

At the end of the Training, the manifestation of the following has empowered:

- To identify and mainstream the participants specifically PAMO Staff and PAMB members on the updating of MWS management plan including area zoning and processes of tenured migrant and Protected Area Community Based Resources Agreement (PACBRMA);
- To review/re-orient the participants on the Composition of PAMB and other policies per ENIPAS Act of 2018;
- To enhance the skills and technical capability of the participants and provide them with a common framework and holistic approach of biodiversity conservation and management.
- To strengthen coordination and forge partnership agreement with the different law enforcement partner agencies and stakeholders in the management and protection of the environment and natural resources, particularly the Marinduque Wildlife Sanctuary.
- To focus on Gender Mainstreaming or a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies, programs and projects in all social, political, civil, and economic spheres so that women and men benefit equally.

## **III. LEARNERS**

The learners of this event are composed of the following:

- PAMB Members (37)
- Office of the PENRO (2)
- Chief, Technical Services Division (1)
- Technical Services Division Staff (8)
- PAMO Staff (8)
- MSD and Administrative Staff (2)
- Gender and Development Staff (1)
- PAMO Contractual/JOs



#### IV. MONITOR AND EVALUATION

In order to gauge the learning of the participants, a PRE-Test and Post Test should be administered the participants during the 2 day learning event, some of them will be included in the immersion of regular DENR PENRO/PAMO Staff in the conduct of CEPA, attendance in Barangay Assembly Meeting and other related activity. They can also be assigned as a Resource Person or part of the program during the event.

The participation of the attendees in conducting CEPA in every barangay within protected area will serve as monitoring and evaluation on their knowledge gained in this learning event. They will further advice to coordinate with our Office for any queries by stakeholders that will go beyond their knowledge. Likewise, as part of their continuous capacitation, they will be informed on the recent policies during convocation or PAMB meetings.

Participants are required to submit Individual Learning Report (ILR) seven (7) days upon return to Office.

#### V. COURSE CONTENT

PROGRAM OF ACTIVITIES		
Date/Time	Activity	Person Responsible
<b>Day 1 – Sept. 28</b>		
08:00 AM-08:45 AM	Registration of Participants	Secretariat
	<b>Part I</b>	
08:46 AM-09:30 AM	<b>Opening Program</b>	
	Opening Prayer	AVP
	National Anthem	AVP
	Roll call of Participants	Facilitator
	Welcome Remarks	Imelda M. Diaz OIC, PENR Officer
	Inspirational Message	Felix S. Mirasol, Jr., CESO IV OIC, Regional Executive Director
	Rationale & Objective	PASu Emeterio M. Recto
	House Rules	Emcee
	Photo Opportunity	Emcee
	<b>SNACK</b>	
AM	<b>PART II – Capacity Building Proper</b>	
9:35 AM- 10:00AM	<b>PRE-TEST</b>	Secretariat/EMCEE
10:01 AM-10:15 AM	<b>SNACKS</b>	
Session 1	<b>Review of the Composition of PAMB</b>	For. Emeterio M. Recto PASu-MWS
10:16 –12:00 NN Session 2	<b>What is Protected Area Management Plan (PAMP)</b>	Dr. Doreen R. Mascareñas Professor- MSC/PAMB Member
Session 3	<b>PA Management Zoning -Strict Protection Zone (SPZ)</b>	



12:01NN-01:00 PM	<b>LUNCH BREAK</b>	
01:00 PM-1:30 PM	Energizer	Secretariat
01:31 PM-02:00 PM Session 4	-Multi-Use Zone (MUZ)	<b>For. Emeterio M. Recto</b> <b>PASu-MWS</b>
02:01 PM-3:30 PM Session 5	<b>Tenured Migrant</b>	<b>Alvin L. Pergis</b> ECOMS II
03:31 PM-5:00 PM	<b>Open Forum</b>	<b>Moderator</b> <b>Ms. Ericka Q. Roldan</b>
<b>Day 2-Sept. 29</b>		
07:00 AM-08:30 AM	<b>Registration of Participants</b>	Secretariat
	<b>Preliminaries</b>	
08:31 AM-09:00 AM	<b>Opening Prayer</b>	AVP
	<b>Roll call</b>	EMCEE
09:01 AM-10:00 AM Session 6	<b>What is PACBRMA?</b>	<b>Alvin L. Pergis</b> ECOMS II
10:01 AM-10:15 AM	<b>SNACK</b>	
10:15 AM-11:15 AM Session 7	<b>What are the allowable Special Uses in Protected Area (SAPA)?</b>	<b>For. Emeterio M. Recto</b> <b>PASu-MWS</b>
11:15 AM-12:00 NN	<b>Open Forum</b>	<b>Moderator</b> <b>Ms. Ericka Q. Roldan</b>
12:01NN-01:00 PM	<b>LUNCH BREAK</b>	
01:00 PM-01:30 PM	Energizer	Secretariat
	<b>Delineation &amp; Demarcation of boundaries of MWS</b>	-Atty. Vicente Fabrero II Legal Researcher
1:31 PM-02:35 PM. Session 8		-For. Joybert F. Mijares SFMS
02:36 PM-03:36 PM Session 9	<b>Lecture on GAD/VAWC</b>	<b>Ms. Sarah Jane L. Montalban</b> <b>PENRO GAD Staff</b>
03:16 PM-04:00 PM.	<b>Open Forum</b>	<b>Moderator</b> <b>Ms. Ericka Q. Roldan</b>
04:01 PM-05:00 PM.	<b>Closing Program</b>	
	- Impressions from Selected Participants	<b>PAMB Member</b> <b>PAMO Staff</b> <b>Park Ranger</b> <b>LGU Representative</b>
	<b>Post Evaluation</b>	EMCEE
	<b>Closing Remarks</b>	<b>Engr. Cynthia U. Lozano</b> <b>Chief, TSD</b>
	<b>DENR HYMN</b>	AVP
<b>HOMEWARD BOUND</b>		



## VI. METHODOLOGY

The Capacity Building/learning event (LE) will be conducted using a lecture-discussion and group learning exercises.

The LE shall start with the opening preliminaries that includes the levelling of expectations and end with a simple closing ceremony that includes the evaluation of the LE.

## VII. RESOURCE PERSONS

The Capacity Building will be conducted on September 27-28, 2023. The program of activities includes opening program, overview of the learning event, and lectures of assigned resource persons from DENR-PENRO Marinduque and Academe.

## VIII. DATE AND VENUE

The event will be conducted on September 27-28, 2023 in Boac, Marinduque .

## IX. BUDGETARY REQUIREMENTS

The expenses including honorarium/tokens for the resource persons, meals, snacks, supplies/materials, venue, accommodation and other incidental expenses of this Capacity Building shall be sourced from DENR-PENRO Marinduque/Protected Area Management Office. The two (2) day live-in learning event entails a total amount of **Php190,100.00**.

Breakdown:

Food/Meals, Accommodation & Function Hall

Accommodation:

12 rooms (6 pax/room) X 4,000/room X 1 night - 48,000.00

Training Venue x 14,000/day x 2 days - 28,000.00  
(Including sound system, internet & projector)

Meals ( 4 Snacks, 2 breakfast, 2 lunch & 1 Dinner - 82,600.00

**Sub-Total - 158,600.00**

Supplies/materials - 10,000.00

Honorarium for Resource Person	-	<u>7,500.00</u>
(5 x Resource Persons from PENRO/Academe x 1,500)		
<b>Sub-Total</b>	-	<b>17,500.00</b>

Other Incidental Expenses

• Jeepney/Van hire @ 4,500.00 x 2 days	-	9,000.00
• Token of appreciation	-	<u>5,000.00</u>
		<b>14,000.00</b>

<b>GRAND TOTAL EXPENDITURES</b>	-	<b>Php 190,100.00</b>
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Prepared by:

  
**EMETERIO M. RECTO**  
SVEMS/PASu-MWS

Noted by:

  
**IMELDA M. DIAZ**  
OIC – PENR Officer

Recommending Approval:

**DONNA MAYOR-GORDOVE, CESO IV**  
ARD for Management Services

Approved by:

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



## REGIONAL SPECIAL ORDER

No. \_\_\_\_\_  
Series of 2023

**SUBJECT: AUTHORIZING THE CONDUCT OF TWO (2) DAY LIVE IN CAPACITY BUILDING FOR THE UPDATING OF MANAGEMENT PLAN OF MARINDUQUE WILDLIFE SANCTUARY (MWS) INCLUDING MANAGEMENT ZONING AND OTHER POLICIES PER ENIPAS ACT OF 2018 FOR PAMB MEMBERS, PAMO AND TSD STAFF/PERSONNEL ON SEPTEMBER 27-28, 2023 IN BOAC, MARINDUQUE.**

In the interest of the service and to capacitate concerned personnel on existing and updated policies pertaining to Expanded National Integrated Protected Area System and Environment and Natural Resources (ENIPAS-ENR), the conduct of the above-mentioned learning event on September 27-28, 2023 in Boac, Marinduque is hereby authorized.

Name	Position/Designation
<b>Office of the PENRO</b>	
1. Imelda M. Diaz	OIC, PENR Officer
2. Atty. Vicente Fabrero, II	Legal Researcher
<b>Technical Services Division</b>	
3. Cynthia U. Lozano	Chief, Technical Services Division
4. Joybert F. Mijares	SFMS
5. Nannette M. Joven	Forester III/Chief, MES
6. Simeon R. Diaz	LMO III/Chief, RPS
7. Elena M. Parañaque	Forester II/Chief, CDS
8. Danilo L. Martinez	Forester II/Staff, CDS
9. Don Gibson D. Mercado	Forester I/ Staff, MES/GIS
10. Carlo M. Watiwat	Forest Technician I/GIS
11. Randy R. Pantoja	Forest Technician I/GIS
12. Sarah Jane Montalban	GAD Staff
<b>Protected Area Management Office</b>	
13. Emeterio M. Recto	Supervising EMS/PASu-MWS
14. Alvin L. Pergis	Ecosystem Management specialist II
15. Glaiza M. Peñaflorida	Ecosystem Management Specialist I
16. Roderick S. Villanueva	Park Maintenance Foreman
17. Blesilda J. Constantino	Administrative Assistant VI
18. Julius Mark L. Manoos	Forest Technician I
19. Almer L. Peregrin	Forest Ranger
20. Sherwin P. Villavicencio	Forest Ranger
<b>Management Services Division</b>	
21. Gemma P. Delos Reyes	PO III/In-Charge, Management Services Division
22. Eden P. Palacios	AO / Chief, Administrative Section



<b>Regional Office</b>	
23. HRDS Representative	
24. CDD Representative	

All expenses that may be incurred in relation to the conduct of the above-cited activity shall be charged against DENR-PENRO Marinduque/Protected Area Management Office Fund. However, travelling expenses of the participants shall be charged against their respective office funds subject to existing accounting and auditing rules and regulations.

Each participant shall submit an individual Learning Report within seven (7) days after the completion of the learning event to the undersigned through email address: [hrdsdenrmimaropa@gmail.com](mailto:hrdsdenrmimaropa@gmail.com). Meanwhile, PAMO-MWS shall submit a report within fifteen (15) days after the completion of the learning event through channels.

This Order takes effect on the aforementioned date.

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

