



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

Document Routing Slip

Document Number: P-2022-78196 **Date Endocded:** 21-Jan-2022
Sender: Imelda M. Diaz - The OIC, PENRO
Address: Boac, Marinduque
Subject: Memo dtd Jan 3, 2022 - Re: Information System (IS) maintenance monitoring report for the fourth quarter, CY 2021 of DENR-PENRO Marinduque
Addressee: The Regional Executive Director DENR MIMAROPA Region - Thru: the ARDTS - Attn: The Chiefs, RPMD & RICT Section
Attachment(s): Memorandum; +7 pages
Urgent: No; received by Records-Janette
Date Received: 21-Jan-2022

ROUTING AND ACTION INFORMATION				
FROM	DATE RECEIVED	FOR/TO	DATE RELEASED	ACCEPTANCE REMARKS/ACTION REQUIRED/TAKEN REMARKS/STATUS
RECORDS	2022-01-21	ORED	2022-01-21	Date: 2022-01-21 Status: OUT From: RECORDS-Rosemarie <i>TM</i> Message: Memorandum forwarded for your information and appropriate action
		ARDMS 1/21/22		<i>IN 1/21</i> ma'm, per RDO Claudio's instruction, for your info & instruction p. Thank you.
	JAN 21 2022	PMD <i>ding</i>		For your information/record, and subsequent reporting to DENR-CO. Humb.
ARDMS	2022-01-24	PMD	2022-01-24	<i>IN</i> Dmb 1/24
		Recn 1-24-22		For info & consolidation



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

DENR MIMAROPA RECEIPT SECTION
RECEIVED
21 JAN 2022
INCOMING
75196

January 03, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services

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

FROM : The OIC – PENR Officer

SUBJECT : **INFORMATION SYSTEMS (IS) MAINTENANCE
MONITORING REPORT FOR THE FOURTH
QUARTER, CY 2021 OF DENR-PENRO MARINDUQUE**

In line with the monitoring and maintenance of in-house and Central Office implemented Information Systems, please be informed that DENR-PENRO Marinduque has 100% maintained functional Information Systems for the Fourth Quarter, CY 2021.

Attached is the Information Systems Quarterly Maintenance Monitoring Report for your reference.

For information and record.


IMELDA M. DIAZ

A	Indicate the name of existing systems/applications developed within your office
B	Describe briefly the objective and the intended users of the system
C	Indicate whether the system/application was developed In-House or Outsourced
C	Outsourced - All existing is contracted by your office
D	Indicate the name of the office using the Information System (IS)
E	Indicate if the system is Operational (Yes/No). If No, specify the problems encountered (E).
F	Operational - The system is functioning being used by end user.
G	Maintenance
G.1	Indicate the maintenance activity taken by your office (Note: Keep record of activity taken such as screen shot, etc. for reference during validation)
G.2	Indicate the date when the maintenance activity was taken
G.3	Indicate other maintenance activity that is not included in the activities dropdown
H	Problem Encountered
H.1	Describe the problems encountered (Note: Keep record of announcement/inquiry, screen shot of error message, etc. for reference during validation)
H.2	Indicate the date when the problem was encountered
H.3	You may indicate other comments, notes, references, etc.
I	Action taken
I.1	Describe the action taken by your office (Note: Keep record of recommendation given, patch files used, updates used, etc. for reference during validation)
I.2	Indicate the date when the action was taken
I.3	You may indicate other comments, notes, references, etc.

Office Region/Bureau	Region 4B	2021
IS Maintenance Monitoring for the Quarter	4th Quarter (October - December)	

No.	(A) System/Application	(B) Description	(C) Mode of Development	(D) System/Application Users	(E) Host Implementation	(F) System/Application Operational?	(G.1) Activities	(G.2) Date / Period	(G.3) Remarks	(H.1) Description	(H.2) Date / Period	(H.3) Remarks	(I.1) Description	(I.2) Date / Period	(I.3) Remarks
04 - 2021															
1	PENRO Document Action and Tracking System (PDATS)	The Document Action and Tracking System (PDATS) is a web-based automatic the current record of DENR-PENRO maintains in recording and tracking internal and external documents' movements. A central external system of document recording and tracking through digital means introduces increased security and authenticity concerning document status, and reduces the risk of human error or tampering in handling documents. The PDATS also reduces the loss or misplacing of documents by effectively tracking or tracing the chain of custody and whereabouts of the document.	Outsourced	Administration/Receiving and Release - Chief, PENRO Records Management Unit	On-Premise	Yes	Others	October - December 2021	Regular data entry/tracking activity only			No problems encountered			

Maintained and monitored by:

MARK RYAN S. LOZADA
Information Systems Analyst II

Reviewed by:

JHONNA LIZAS, MEDENILLA
Planning Officer IV In-Charge, Planning Section

Noted by:

GERMIL P. DELOS REYES
In-Charge, Management Services Division

Instructions:

A - Indicate the name of existing systems/applications developed within your office

B - Indicate the name of the officials using the Information System (IS)

C - Indicate if the system is Operational (Yes/No). If No, specify the problems encountered (E).

D - Maintenance

D.1 - Indicate the maintenance activity taken by your office (Note: Keep record of activity taken such as screen shot, etc. for reference during validation)

D.2 - Indicate the date when the maintenance activity was taken

D.3 - Indicate other maintenance activity that is not included in the activities dropdown

E - Problems Encountered

E.1 - Describe the problems encountered (Note: Keep record of announcement/advisory, screen shot of error message, etc. for reference during validation)

E.2 - Indicate the date when the problem was encountered

E.3 - You may indicate other comments, notes, references, etc.

F - Action taken

F.1 - Describe the action taken by your office (Note: Keep record of recommendation given, patch files used, updates used, etc. for reference during validation)

F.2 - Indicate the date when the action was taken

F.3 - You may indicate other comments, notes, references, etc.

Office Region/Bureau

IS Maintenance Monitoring for the Quarter

Region 4B

4th Quarter (October - December)

2021

No.	(A) System/Application	(B) System/Application Users	(C) System/Application Operational?	(D) Maintenance			(E) Problems Encountered			(F) Action Taken		
				(D.1) Activities	(D.2) Date / Period	(D.3) Remarks	(E.1) Description	(E.2) Date / Period	(E.3) Remarks	(F.1) Description	(F.2) Date / Period	(F.3) Remarks
1	eBudget System	Encoder - Staff, PENRO Budget Unit	Yes	Technical assistance			Unable to save Obligation transactions	October 28, 2021	Problem occur after system re-installation due to hardware (computer) failure	- The ISA II re-installed The software several times, however, same problem is encountered - The ISA II reported The problem through COA E-Ticketing System, however, up to this date, problem is not yet solve - While waiting for The ISA II to advise The concern End-User to use The computer server that is use for ENGAS encoding also, to encode in The E-Budget, since it was found out that no error is encountered when saving The obligation transactions	October 28, 2021	Last update/feedback from the COA eTicketing System was on November 23, 2021 As of December 28, 2021, the https://gas.coa.gov.ph/webx et/ web server is down! Made a follow-up on the reported issue/concern on January 03, 2022
2	Enhanced Forestry Information System (EFIS)	Creator - Forest Technician /Staff, PENRO Technical Services Division	Yes	Others	October - December 2021	Regular data entry activity only	Some of the operational problems encountered are as follows: 1. Lack of manpower to do the encoding/data entry in the system since the personnel assigned to do the encoding has other major and priority activities and works to do 2. Copies of Certificates and maps that are required to be uploaded in the system are not available					
3	Electronic National Government Accounting System (ENGAS)	Encoder - Staff, PENRO Accounting Unit	Yes	Others	October - December 2021	Regular data entry activity only			No problems encountered			
4	LAWN Forest and Biodiversity Protection System	Data Manager - Forest Ranger/Staff, PENRO Technical Services Division	Yes	Others	October - December 2021	Regular data importation and syncing activity only			No problems encountered			

Maintained and monitored by:

Reviewed by:

Noted by:

MARK RYAN S. LOZADA
Information Systems Analyst II

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

GERMAN BENOS REYES
In-Charge, Management Services Division



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SCREENSHOTS OF INFORMATION SYSTEMS BEING MAINTAINED

PENRO Document Action and Tracking System (PDATS)

Document Tracking System - Activity

NO.	DOC. NO.	DOC. DATE	TYPE	ORIGINATING OFFICE	SUBJECT	REMARKS	ENCODED BY	ACTION
1	2021-AN-000445	12/23/2021	Email	CSC PD Marinduque	Invitation 2021 RCHBMP		Manuel Christian Munar	[Icons]
2	2021-AN-000446	12/23/2021	Email	DENR MARINDUQUE	Invitation to interview area lands		Manuel Christian Munar	[Icons]
3	2021-AN-000447	12/23/2021	Email	DENR MARINDUQUE	Shore 2021-0447 Final Approval		Manuel Christian Munar	[Icons]
4	2021-AN-000448	12/23/2021	Request		Request for permit to cut - Boto		Manuel Christian Munar	[Icons]
5	2021-AN-000449	12/23/2021	Request		Request for Certification Letter		Manuel Christian Munar	[Icons]
6	2021-AN-000450	12/23/2021	Request		Request for this cutting permit		Manuel Christian Munar	[Icons]
7	2021-AN-000451	12/23/2021	Email	DENR MARINDUQUE	Shore 2021-0451 Response CR		Manuel Christian Munar	[Icons]
8	2021-AN-000452	12/23/2021	Memorandum		Final Quarterly Statistical Report		Manuel Christian Munar	[Icons]
9	2021-AN-000453	12/23/2021	Memorandum		Submission of resource materials		Manuel Christian Munar	[Icons]
10	2021-AN-000454	12/23/2021	Letter		RE: Exemption from auto Code		Manuel Christian Munar	[Icons]
11	2021-AN-000455	12/23/2021	Email	DENR MARINDUQUE	Request for approval of design		Manuel Christian Munar	[Icons]
12	2021-AN-000456	12/23/2021	Email	DENR MARINDUQUE	Guidance on the aesthetic prep		Manuel Christian Munar	[Icons]
13	2021-AN-000457	12/23/2021	Letter		Humidifying hot water distribution		Manuel Christian Munar	[Icons]
14	2021-AN-000458	12/23/2021	Letter		Referral to Forestry License Code		Manuel Christian Munar	[Icons]
15	2021-AN-000459	12/23/2021	Email	DENR MARINDUQUE	Shore 2021-0459 Submission on S		Manuel Christian Munar	[Icons]
16	2021-AN-000460	12/23/2021	Request	LTP Marinduque	LTP Request - Permit		Manuel Christian Munar	[Icons]
17	2021-AN-000461	12/23/2021	Letter		Notice of Meeting		Manuel Christian Munar	[Icons]

DOCUMENT REPORT

DOC. NO.	DATE	TIME	TYPE	CONTROL CODE	ORIGINATING OFFICE	ADDRESS	SUBJECT	CLASSIFICATION	URGENT?	SIGNED?	REMARKS	STATUS
2021-AN-000772	10/01/2021	09:10	Request				Request for temporary permit Rosemaria Landry	Simple	Yes	No		Processed
2021-AN-000773	10/01/2021	10:33	Request				Request for temporary permit Riza De Cordero	Simple	Yes	No		Processed
2021-AN-000774	10/01/2021	10:21	Email		DENR MARINDUQUE		DAD 2021-218 extending the application period presented under DAD 2019-18 in re guidelines on the classification of residual structures situated from areas under mining operation previously covered by valid mining permits issued pursuant to presidential decree no. 1586 and temporary permit mining contracts under DAD no. 2021-07 the DENR PD series of 2021	Simple	Yes	No		Processed
2021-AN-000775	10/01/2021	11:07	Email		DENR MARINDUQUE		Task for issuing of administrative assistance to joint DENR in implementation of DENR circular no. 2020-006	Simple	Yes	No		Processed
2021-AN-000776	10/01/2021	11:19	Email		DENR MARINDUQUE		Post-Monsoon Assessment (PMA) consultation - Oct 26-27, 2021	Simple	Yes	No		Processed
2021-AN-000777	10/01/2021	11:12	Email		DENR MARINDUQUE		AFODC online survey on COVID-19 and human relationship with nature	Simple	Yes	No		Processed
2021-AN-000778	10/01/2021	04:18	Memorandum				Report on communication, education and public awareness CERs conducted at Marikina City, Marikina	Simple	Yes	No		Processed
2021-AN-000779	10/04/2021	09:14	Email		DENR MARINDUQUE		Approved status of report and license application for 2021	Simple	Yes	No		Processed
2021-AN-000780	10/04/2021	09:16	Email		DENR MARINDUQUE		BMD 78 no. 2021-03 and read submission of BMDs under the BMD SAOP for 2022	Simple	Yes	No		Processed
2021-AN-000781	10/04/2021	10:08	Request				LTP Buttery Permit (Growth) License - R	Simple	Yes	No		Processed
2021-AN-000782	10/04/2021	10:03	Memorandum				Report on communication, education and public awareness CERs conducted at Marikina City, Marikina	Simple	Yes	No		Processed
2021-AN-000783	10/04/2021	10:38	Memorandum				Report on communication, education and public awareness CERs conducted at the protected area management office (PAMO) Marikina City, Marikina	Simple	Yes	No		Processed
2021-AN-000784	10/04/2021	10:10	Request				Request for Certificate of a-02-Lat 19956 Sailing	Simple	Yes	No		Processed
2021-AN-000785	10/04/2021	10:17	Request				Application for chamber registration license R - Rago	Simple	Yes	No		Processed
2021-AN-000786	10/04/2021	10:28	Letter				Request for display of document/permit in celebration of 2nd national disaster month	Simple	Yes	No		Processed
2021-AN-000787	10/04/2021	11:19	Request				LTP Buttery permit	Simple	Yes	No		Processed

Capitol Compound, Barangay Bangbangalon, Boac, Marinduque
Telephone Nos.: (042) 332-1490/(042) 332-0727/(042) 332-0927/(042) 332-1913
Website: <https://penromarinduque.gov.ph/>
Email: penromarinduque@denr.gov.ph



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eBudget System

The first screenshot shows the 'Transaction: Obligation Approval' window. It includes a 'List By' section with radio buttons for 'Reversed Obligations', 'Obligations For Review', and 'List All'. Below this is a 'Date Criteria' section with 'From' and 'To' date pickers. The 'Fund' dropdown is set to 'Regular Agency Fund - General Fund - New General Appropriations - Specific Budgets of National Government Agencies'. The 'Legal Base' is 'RA 11110 Regular 2021 CURRENT'. A 'Check All' button is present. The main table lists transactions with columns for 'Transaction No.', 'Date', and 'Total Amount'. The 'Search Transaction No.' field is empty, and the 'Certified By' field shows '127-071-308-0000 - ANGELO M. FELICIANO'. The second screenshot shows the same window with a list of transactions. The 'Transaction No.' column contains values like '011011012021-04-000240', '011011012021-04-000241', etc. The 'Date' column shows dates from April 08, 2021, to April 12, 2021. The 'Total Amount' column shows values like '1,221.76', '2,439.00', etc. The 'Search Transaction No.' field is still empty, and the 'Certified By' field remains the same.

Transaction No.	Date	Total Amount
011011012021-04-000240	Apr 08, 2021	1,221.76
011011012021-04-000241	Apr 08, 2021	2,439.00
011011012021-04-000242	Apr 08, 2021	16,177.80
011011012021-04-000243	Apr 08, 2021	1,841,122.79
011011012021-04-000244	Apr 08, 2021	1,781.36
011011012021-04-000245	Apr 12, 2021	79,000.00
011011012021-04-000246	Apr 12, 2021	1,450.00
011011012021-04-000247	Apr 12, 2021	8,000.00
011011012021-04-000248	Apr 12, 2021	6,709.63

Transaction No.	Date	Total Amount
011011012021-05-000440	May 21, 2021	1,059.87
011011012021-05-000441	May 24, 2021	7,000.00
011011012021-05-000442	May 24, 2021	5,813.30
011011012021-05-000443	May 24, 2021	6,720.30
011011012021-05-000444	May 24, 2021	16,760.00
011011012021-05-000445	May 27, 2021	20,000.00
011011012021-05-000446	May 27, 2021	20,700.00
011011012021-05-000447	May 28, 2021	15,418.00
011011012021-05-000448	Jun 02, 2021	20,000.00



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Enhanced Forestry Information System (eFIS)

The screenshot displays the eFIS web application interface. The top section shows a dashboard with six modules: ePORTS (People Oriented Forest Information), eFIS (Forest Land Use Management Information), eFIMIS (Forestry Management Information System), eSLIP (Special Land Use Information System), eFIMIS (Private Land Management Information), and Reports (Report Generation Module). The bottom section shows the 'Generate Reports' page, which includes a summary table for 'PLMIS - Marinduque'.

Generate Reports

Summary Report on record status

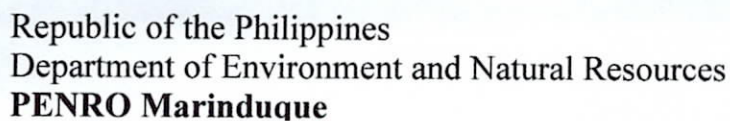
Marinduque

eFIS Module: PLMIS

CENRO: Marinduque - Implementing PENRO

PLMIS - Marinduque

CENRO	STATUS	TOTAL	CTDO	PFDA	PLTP	PLTPC	SPLTL	SPLTP	PTPR
Marinduque - Implementing PENRO	Draft	358	10	5	343	2			
	Submitted	9			9				
	Returned								
	Accepted	35			35				
TOTAL	Draft	368	10	5	352	2	0	0	0
	Submitted	9	0	0	9	0	0	0	0
	Returned	0	0	0	0	0	0	0	0
	Accepted	35	0	0	35	0	0	0	0



Quality Journal Entry Worksheet

Columns

- ☒ All Journal Entry Worksheet
- ☒ Approved/Posted J/Entry
- ☒ Designated/Unapproved J/Entry
- ☒ J/Entry for Review

Posting Location: Transaction Type:

Transaction Date: From To Sort Records By:

J/Entry Number	Period	Transaction Type	Particulars	Status	Date	Prepared By	Amount
J/Entry 2021-09-000002	Period	Disbursement	Payment for trading expenses	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	1,800.00
J/Entry 2021-09-000003	Period	Disbursement	Payment of J/Entry and J/Entry	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	20,250.00
J/Entry 2021-09-000004	Period	Disbursement	Payment of J/Entry for the month	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	10,000.00
J/Entry 2021-09-000005	Period	Disbursement	Payment for disbursement of	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	1,800.00
J/Entry 2021-09-000006	Period	Disbursement	Payment for trading expenses	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	600.00
J/Entry 2021-09-000007	Period	Disbursement	Payment for disbursement of	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	2,875.00
J/Entry 2021-09-000008	Period	Disbursement	Payment for trading	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	3,000.00
J/Entry 2021-09-000009	Period	Disbursement	Disbursement of trading	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	1,000.00
J/Entry 2021-09-000010	Period	Disbursement	Payment of trading expenses	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	3,750.00
J/Entry 2021-09-000011	Period	Disbursement	Payment of J/Entry for the month	7/1/21 09/18/21	Aug 10	ASL/ENG JAVILLA	100,000.00

There are 11 J/Entry in this criteria.

Refresh:

Status Bar: ASL/ENG JAVILLA | C:\Program Files\Sage Software\Sage 100\bin\Sage 100.exe | 10/1/2021 | 10/1/2021 | 10/1/2021

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

Lawin Forest and Biodiversity Protection System

