



August 3, 2022

MEMORANDUM

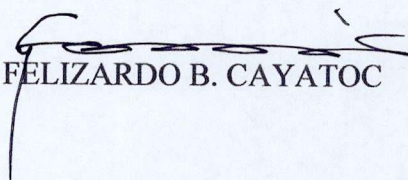
FOR : THE REGIONAL EXECUTIVE DIRECTOR  
DENR – MIMAROPA Region

FROM : The Provincial Environment and  
Natural Resources Officer

SUBJECT : INVITATION TO NOMINATE CANDIDATES TO LOCAL  
SCHOLARSHIP PROGRAMS

Respectfully forwarded is the memorandum dated July 25, 2022 from CENRO Quezon, Palawan with regards to the credentials of Engineer Rex S. Velasco to support his application for the DENR Local Scholarship Programs.

For information and evaluation.

  
FELIZARDO B. CAYATOC

DENR-PALAWAN  
PENRO-RECORDS  
**RELEASED**  
By \_\_\_\_\_  
Date 4 AUG 2022 22-1934





Republic of the Philippines  
**Department of Environment and Natural Resources**  
**MIMAROPA Region**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Quezon- Narra Station, G. P Cruz Street, Bgy. Poblacion, Narra, Palawan 5303  
Contact Number 0917-5008752/0917-160-4920  
Email: [cenroquezon@denr.gov.ph](mailto:cenroquezon@denr.gov.ph)

July 25, 2022

**MEMORANDUM**


**FOR :** The Chief, Administrative Division  
MIMAROPA Region  
1515 L & S Building  
Roxas Boulevard Ermita, Manila

**ATTENTION :** The Provincial Environment and  
Natural Resources Officer  
Sta. Monica, Puerto Princesa City

**FROM :** The Community Environment and  
Natural Resources Officer  
Quezon, Palawan

**SUBJECT : INVITATION TO NOMINATE CANDIDATES TO LOCAL  
SCHOLARSHIP PROGRAMS**

DENR PENRO  
PALAWAN RECORDS  
**RECEIVED**

BY:   
DATE: 08-02-2022 22-6471

Forwarded is the memorandum dated July 22, 2022 of Engr. Rex S. Velasco of DENR Narra Station with the intent as nominee for the candidate to Local Scholarship Programs. He wish to apply module (2.) Master in Public Administration (MPA)-Batch 3, Implementing School: Polytechnic University of the Philippines Open University System (PUP OUS) with the Duration of: Two (2) years (4 semesters and 1 midyear) to start in the Ist Semester SY 2022-2023 (October 2022), Mode of Study: Online classes during weekends with only thirty (30) slots and the deadline of nomination is on August 15, 2022.

In this regard and in compliance with the following requirements stated in a memorandum dated June 28, 2022 of OIC Director of Human Resources Development Service, Miriam M. Marcelo, submitted are as follows:

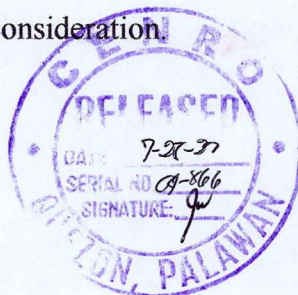
1. Certification signed by the Head of Office indicating that the operation of the Office will not be affected in case of scholarship grant.
2. Individual Performance Commitment Rating (IPCR) for two (2) immediate rating periods with at least Very Satisfactory rating.
3. Updated Personal Data Sheet with work experience sheet duly signed by the authorized person administering oath with recent colored photo.
4. Certification of Duties and Responsibilities; and
5. Certification of non-withdrawal from the scholarship/course.

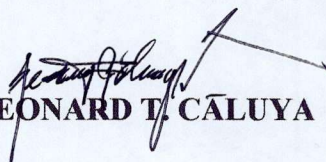
Further, this office is hereby certifies that the duties, responsibilities and work of Mr. Rex S. Velasco and the operation of this Office will not be affected or hamper in case of his absence or scholarship is granted.

For information, record and consideration.

Copy furnished:

- CENRO Quezon/file
- RSV/file, Narra Station



  
**LEONARD T. CALUYA**





Republic of the Philippines  
**Department of Environment and Natural Resources**  
**MIMAROPA Region**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Quezon- Narra Station, G. P Cruz Street, Bgy. Poblacion, Narra, Palawan 5303  
Contact Number 0917-5008752/0917-160-4920  
Email: [cenroquezon@denr.gov.ph](mailto:cenroquezon@denr.gov.ph)

July 25, 2022

**MEMORANDUM**

**FOR** : The CENR Officer  
DENR-CENRO, Quezon, Palawan

**FROM** : The Officer-In-Charge, Narra Station  
Narra, Palawan

**SUBJECT** : **INVITATION TO NOMINATE CANDIDATES TO LOCAL SCHOLARSHIP PROGRAMS**



I have the honor to submit my credentials/records to support my intention in the application for the nomination of candidates to Local Scholarship Programs. I wish to apply module (2.) Master in Public Administration (MPA)-Batch 3, Implementing School: Polytechnic University of the Philippines Open University System (PUP OUS) with the Duration of: Two (2) years (4 semesters and 1 midyear) to start in the 1st Semester SY 2022-2023 (October 2022), Mode of Study: Online classes during weekends with only thirty (30) slots and the deadline of nomination is on August 15, 2022.

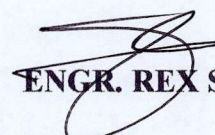
In this regard and in compliance per Permission to Study per Manual of Authorities on HRD and Administrative matters, I would like to attach the Pre-Porma: Permission to Study that shall be approved first by the Regional Executive Director. Also attached is a certification/endorsement signed by the Head of Office indicating that the operation of the office will not be affected in case of a scholarship grant to serve as one of the documentary requirement of said scholarship program.

Hoping that my intent/application and nomination be considered.

For information, record and consideration.

Copy furnished:

- RSV/file, Narra Station

  
**ENGR. REX S. VELASCO**





PROVINCE OF PALAWAN DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES OFFICE

Bgy. Sta. Monica, Puerto Princesa City, Palawan  
EMAIL : [palawan@denr.gov.ph](mailto:palawan@denr.gov.ph)  
Tel/Fax No. (048) 433-5638/ 434-8791

December 28, 2021

**PENRO SPECIAL ORDER**

No. 2021-119

Series of 2021

**SUBJECT: DESIGNATION OF SOME DENR PERSONNEL IN THE PROVINCE OF PALAWAN.**

In the interest of the service, the following officials are hereby designated, to wit:


<u>NAME</u>	<u>FROM</u>	<u>TO</u>
1. LMOIII Rex S. Velasco	DENR-PENRO Palawan	Officer-In-Charge Narra Sub-Office
2. Senior ECOMS Ma. Teresa V. Ayson	CENRO-Quezon Palawan	OIC-PASu RASA Island Wildlife Sanctuary

They shall perform the duties and responsibilities pertinent to their designation, in accordance with existing laws, rules and regulations.

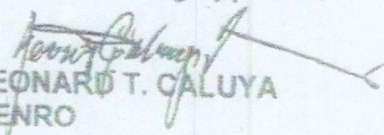
They shall clear themselves of all work, property and financial accountabilities before reporting to their new place of assignment.

They shall inform this office in writing, through channels, of their compliance to this order for record purposes.

**THIS ORDER TAKES EFFECT IMMEDIATELY.**

  
**ERIBERTO B. SAÑOS, CESE  
PENRO**

Recommending approval:

  
**LEONARD T. CALUYA  
CENRO**



RECEIVED:  
JAN. 3, 2022




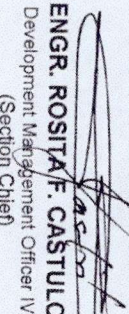
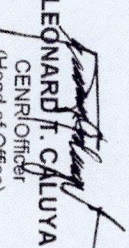
I, **REX S. VELASCO**, Land Management Officer III/In-Charge, Narra Station of the Community Environment and Natural Resources Office (CENRO) - Quezon, ~~Palawan~~, ~~Sammlid~~ deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to ~~Dec~~, 2022

ENGR. REX S. VELASCO

Ratee  
Date 2 JAN 2022

Reviewed by:		Date:		Approved by:		Date:		
 <b>ENGR. ROSITA F. CASTULO</b> Development Management Officer IV (Section Chief)		<b>1 2 JAN 2022</b>		 <b>LEONARD T. CALUYA</b> CENR Officer (Head of Office)		<b>1 2 JAN 2022</b>		
OUTPUT		Performance Indicator (Target + Measures)	Actual Accomplishments		Rating			Remarks
A. PBB-Enrolled Activities			Quantity	Quality	Timeliness	Average		
Sworn of Assets, Liabilities and Net Worth (SALN)	Prepare and submit SALN to CENRO (Personnel) based on Section 8 of RA 6713 three (3) days before February 10, 2022 for review and initial	Prepared and submitted SALN to CENRO (Personnel) based on Section 8 of RA 6713 three (1) day before February 10, 2022 for review and initial	5.000	4.000	4.500			
Individual Performance Commitment and Review (IPCR)	Prepare and submit IPCR commitment based on the submitted OPCR to CENRO (Personnel) three (3) days before deadline	Prepare and submit IPCR commitment based on the submitted OPCR to CENRO (Personnel) three (3) days before deadline	5.000	4.000	4.500			
	Prepare Rated IPCR submitted to CENRO Personnel three (3) days before prescribed deadline: (July - Dec. 2021) (Jan. - June 2022)	Prepare Rated IPCR submitted to PENRO Personnel on January 3, 2022	5.000	3.000	4.000			
Actions on Documents/Requests	100% documents acted upon with two or more revision 3-7 working days upon receipt	100% documents acted upon with two or more revision 1-4 working days upon receipt	5.000	5.000	5.000			
Attendance to Meetings/Workshops/Conferences	100% meetings/ workshops/ conferences with report submit 3-7 working days after attendance	100% meetings/ workshops/ conferences with report submit 2-5 working days after attendance	5.000	5.000	5.000			
Monthly Accomplishment Report (MAR)	Submit Monthly Accomplishment Reports based on WFP targets compliant to prescribed to CENRO Planning Officer for consolidation two (2) days before 20th day of the month	Submitted Monthly Accomplishment Reports based on WFP targets compliant to prescribed to CENRO Planning Officer for consolidation One (1) day before 20th day of the month	5.000	3.000	4.000			
B. Non-PBB Activities								
Land Survey, Disposition and Records Management	Review/Examine four (4) Special Patent Applications of NGA/LGUs forward forward to CENRO within ninety (90) days upon receipt of the application	Reviewed/Examined three (3) Special Patent Applications of NGA/LGUs forward forward to CENRO within ninety (90) days upon receipt of the application	5.000	3.000	4.000			
C. Cross-Cutting Related Activities								



OUTPUT	Performance Indicator (Target + Measures)	Actual Accomplishments	Rating			Remarks
			Quantity	Quality	Timeliness	
Streamlining & Process Improvement of Critical Services (SPICS) - Document Authentication	Submit duly filled out SPICS Monitoring Form (form 1) to Focal, ARTA/SPICS seven (7) days before June 21, 2022 (1st SEM transactions) & Dec 9, 2022 (2nd SEM transactions) for review, evaluation and submission to PENRO	Submitted duly filled out SPICS Monitoring Form (form 1) to Focal, ARTA/SPICS seven (7) days before June 21, 2022 (1st SEM transactions) for review, evaluation and submission to PENRO	4,000	3,000	3,500	
100% of external clients who availed Document Authentication (DENR Service) served within the standards set in the Citizen Charter 2022 1st Edition			100% of external clients who availed Document Authentication (DENR Service) served within the standards set in the Citizen Charter 2022 1st Edition			
<b>Final Average Rating:</b>						
<b>Comments and Recommendation for Development Purposes:</b>						
<p><i>He is an asset in the attainment of CENRO target/Accomplishment hence, recommended for promotion.</i></p>						
Discussed with:	Date:	Assessed by:	Date:	Final Ranking by:	Date:	
 <b>ENGR. REX S. VELASCO</b> LMO Illin-Change, Narra Station (Employee)	11 JUL 2022	 <b>ENGR. ROSITA F. CASTILLO</b> Development Management Officer IV (Section Chief)	11 JUL 2022	 <b>LEONARD F. CALUYA</b> CENRO Officer (Head of Office)	11 JUL 2022	

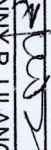



B. Individual Performance Commitment and Review Form

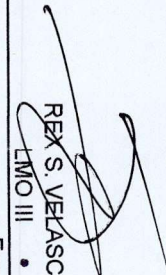
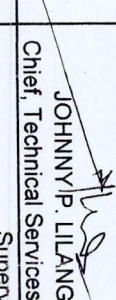
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **REX S. VELASCO** of the **DENR-PENRO**, Puerto Princesa City, Palawan of **TSD/RPS** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1 to December 31, 2021

Ratee: **REX S. VELASCO**  
Date: July 01, 2021


Reviewed by:	Date	Approved by:	Date
 JOHNNY P. LILIANG Immediate Supervisor	January 01, 2021	 ERIBERTO B. SANTOS Head of Office	July 01, 2021
Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating
			Q1E2T3A4
1. As PENRO-BAC Member (PENRO S.O. No.200-085) attend Pre-bid Con. And scheduled bidding of various procurements and projects of DENR-PENRO and other BAC activity.	100% Attendance on Pre-Bid Conference and scheduled Bidding of various procurements and Projects of DENR-PENRO 10 minutes before schedule.	100% Attendance on Pre-Bid Conference and scheduled Bidding of Various procurement and Projects of DENR-PENRO 5 minutes Ahead of schedule	4.3545.0004.677
2. Review Approval of Sale	Preliminary review of all request for approval of sale submitted by CENROs within 5 days upon receipt with 80% accuracy of findings	All approval of sale from different CENROs reviewed within 2 days upon receipt with 95% accuracy of findings	4.3545.0004.677
3. Validate Appraisal of Foreshore	3 Validation of appraisal of Foreshore Lease 100% compliant from July to December 2021	6 Validated Appraisal of Foreshore Lease 100% compliant w/in 3 days from referral	4.3544.0004.785
4. Examined/Verify Assigned PLAs	40 Examined/validation Assigned PLAs per DMC - 2019-10 acted within fives days July to December, 2021	95 Patents examined/Validated Acted within 2 days upon receipt with 95% accuracy of findings.	4.3544.0004.785
5. Prepares Memos/Endorsements	30 Prepare Memos/Endorsement 90% accuracy from July to December 2021 w/in 5 days from referral	60 prepared Memos/Endorsement w/in 3 days from the date of referral with 95% accuracy	5.0003.4244.0004.141
6. Attendance to Seminar/Learning Event/Meetings	One (1) seminar/learning event/meeting attended by end of Dec. 2021 with attendance 15 minutes ahead scheduled.	Four (4) seminar/learning event/meeting attended by end of Dec. 2021 with attendance 15 minutes ahead scheduled.	5.0003.0003.0003.667
			1. Webinar on R.A. 9184 refresher course procurement Reform Act & its 2016 revised implementing rules & regulations on the GPPB Issuances 2. Socio-economic sectoral meeting of ATF west 3. Bio-physical environment sector 4. the IATF-KIG-TWC meeting



Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks		
7. Submission of Daily Time Record	Prepare and submit 6 DTR from July to Dec. 2021 within the prescribed period 100% compliant	Prepared and submitted 6 DTR from July to December, 2021 within the prescribed period 100% compliant	Q1	E2	T3	A4			
8. Evaluation Personnel Performance	Submit of IPCR for 2nd semester 2021 100% compliant	Prepared and submitted 1 IPCR for 2nd semester 2021 within the prescribed period 100% compliant		5.000	3.000	4.000			
9. Perform other duties that maybe assign by the supervisor	ANA								
AVERAGE RATING			20.000				31.840	31.000	29.055
CATEGORY			OUTPUT				RATING		
TOTAL OVERALL RATING:									
FINAL AVERAGE RATING:			5.000				3.871	3.889	4.253
ADJECTIVE RATING:			VERY SATISFACTORY						
Comments and Recommendations for Development Purposes:									
<i>Recommended participant to any ENL related trainings</i>									
Discussed with	DATE	Assessed by:	Date	Final Rating by:	Date				
 REX S. VELASCO LMO III •	Jan 03, 2022	I certify that I discussed my assessment of the performance with the employee.  JOHNNY P. LILANG Chief, Technical Services Division Supervisor			ERIBERTO B. SAÑOS PENRO Head of Office  Jan 03, 2022				

IPCR-Legend 1- Quantity 2 - Efficiency 3 - Timeliness 4 - Average



CS Form No. 212 Revised 2017.										
PERSONAL DATA SHEET										
WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.										
READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.										
Print legibly. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.										
1. CS ID No.					(Do not fill up. For CSC use only)					
I. PERSONAL INFORMATION										
2. SURNAME		VELASCO								
FIRST NAME		REX					NAME EXTENSION (JR., SR)			N/A
MIDDLE NAME		SUGUE								
3. DATE OF BIRTH (mm/dd/yyyy)		06/16/1966		16. CITIZENSHIP		<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship				
4. PLACE OF BIRTH		San Antonio, Bambang, Nueva Vizcaya		If holder of dual citizenship, please indicate the details.		<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization				
5. SEX		<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female				Pls. indicate country:				
6. CIVIL STATUS		<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:		17. RESIDENTIAL ADDRESS		N/A OISCA ROAD				
						House/Block/Lot No. Street				
						N/A SANTA MONICA				
						Subdivision/Village Barangay				
						PUERTO PRINCESA CITY PALAWAN				
						City/Municipality Province				
7. HEIGHT (m)		1.68		ZIP CODE		5300				
8. WEIGHT (kg)		60								
9. BLOOD TYPE		"O"		18. PERMANENT ADDRESS		N/A OISCA ROAD				
						House/Block/Lot No. Street				
10. GSIS ID NO.		66061600656				N/A SANTA MONICA				
						Subdivision/Village Barangay				
11. PAG-IBIG ID NO.		1470-0056-4575				PUERTO PRINCESA CITY PALAWAN				
						City/Municipality Province				
12. PHILHEALTH NO.		09-000022779-9		ZIP CODE		5300				
13. SSS NO.		N/A		19. TELEPHONE NO.		048-433-8965				
14. TIN NO.		148-011-690		20. MOBILE NO.		09178933370				
15. AGENCY EMPLOYEE NO.		OSEC-DENRB-LAM03-224-1998		21. E-MAIL ADDRESS (if any)		wb_rsv@yahoo.com				
II. FAMILY BACKGROUND										
22. SPOUSE'S SURNAME		QUILILAN			23. NAME of CHILDREN (Write full name and list all)			DATE OF BIRTH (mm/dd/yyyy)		
FIRST NAME		SHERWINA GRACE			NAME EXTENSION (JR., SR)			N/A		
MIDDLE NAME		CARULLO			N/A			N/A		
OCCUPATION		GOVERNMENT EMPLOYEE			N/A			N/A		
EMPLOYER/BUSINESS NAME		PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES			N/A			N/A		
BUSINESS ADDRESS		SANTA MONICA, PUERTO PRINCESA CITY			N/A			N/A		
TELEPHONE NO.		048-433-5638			N/A			N/A		
24. FATHER'S SURNAME		VELASCO (DECEASED)			N/A			N/A		
FIRST NAME		LUIS			NAME EXTENSION (JR., SR)			N/A		
MIDDLE NAME		CONDE			N/A			N/A		
25. MOTHER'S MAIDEN NAME		N/A			N/A			N/A		
SURNAME		SUGUE			N/A			N/A		
FIRST NAME		JOSEFA			N/A			N/A		
MIDDLE NAME		SALVADOR			N/A			N/A		
(Continue on separate sheet if necessary)										
III. EDUCATIONAL BACKGROUND										
26. LEVEL		NAME OF SCHOOL (Write in full)		BASIC EDUCATION/DEGREE/COURSE (Write in full)		PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)		
						From To		YEAR GRADUATED		
ELEMENTARY		SAN ANTONIO, BAMBANG, NUEVA VIZCAYA ELEMENTARY SCHOOL		ELEMENTARY		1973 1979		N/A 1979		
SECONDARY		NUEVA VIZCAYA STATE POLYTECHNIC COLLEGE		HIGH SCHOOL		1979 1983		N/A 1983		
VOCATIONAL / TRADE COURSE		N/A		N/A		N/A N/A		N/A N/A		
COLLEGE		SAINT MARY'S UNIVERSITY		BACHELOR OF SCIENCE IN CIVIL ENGINEERING		1983 1989		N/A 1989		
GRADUATE STUDIES		N/A		N/A		N/A N/A		N/A N/A		
(Continue on separate sheet if necessary)										
SIGNATURE						DATE		07/22/2022		



VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S					
NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
	From	To			
SHRINERS MABUHAY TEMPLE SCOTTISH RITE	03/01/2018	PRESENT	N/A	MEMBER, MAGINOO CLUB 32ND DEGREE	
PALAWAN CHERRY BLOSSOMS COURT NO. 57, ORDER OF THE AMARANTH, PUERTO PRINCESA CITY	06/24/2012	PRESENT	N/A	SECRETARY 2014, 2017 AND MEMBER	
FREE AND ACCEPTED MASON OF THE PHILIPPINES, PALAWAN LODGE NO. 99, PUERTO PRINCESA CITY	06/12/1999	PRESENT	N/A	SECRETARY 2014 TO 2017, ASSISTANT SECRETARY 2013-2014 AND GRAND LODGE INSPECTOR 2012 AND MEMBER	
COUPLES FOR CHRIST, PALAWAN CHAPTER, PUERTO PRINCESA CITY	10/22/1995	PRESENT	N/A	MEMBER YEAR 1995 TO PRESENT	
PHILIPPINE INSTITUTE OF CIVIL ENGINEERS, PALAWAN CHAPTER, NATIONAL CHAPTER	10/01/1991	PRESENT	N/A	MEMBER YEAR 1991 TO PRESENT	
*****NOTHING FOLLOWS*****					
(Continue on separate sheet if necessary)					
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED					
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)					
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
INTEGRITY TRANSPARENCY ACCOUNTABILITY IN PUBLIC SERVICE (ITAPS)	07/13/2022	07/15/2022	24	TECHNICAL	OMBUDSMAN LUZON
WEBINAR ON R.A. 9184: GOVERNMENT PROCUREMENT REFORM ACT AND ITS 2016 REVISED IMPLEMENTING RULES AND REGULATIONS AND UPDATES ON THE LATEST GPPB ISSUANCES	08/10/2021	08/13/2021	32	TECHNICAL	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
LEADERSHIP CHALLENGE FOR GOOD GOVERNANCE PRORAM	09/24/2018	09/27/2018	32	MANAGERIAL	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
LEARNING ON UPDATES ON CY 2016 REVISED IMPLEMENTING RULES AND REGULATIONS OF R.A. 9184 GOVERNMENT PROCUREMENT REOFRM ACT INCLUDING BIDDING DOCUMENTS AND PHILGEPS POSTING	10/23/2017	10/26/2017	32	TECHNICAL	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - MIMAROPA REGIONAL OFFICE
REGIONAL FORUM ON LAND MANGEMENT, SURVEYS, DISPOSITION, FORESHORE & WATER RESOURCES	08/11/2015	08/14/2015	32	TECHNICAL	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - MIMAROPA REGIONAL OFFICE
(Continue on separate sheet if necessary)					
VIII. OTHER INFORMATION					
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
COMPUTER LITERATE, DRIVING CAR	MOST OUSTANDING DEPUTY PUBLIC LAND INSPECTOR, AWARDED ON DECEMBER 21, 2011 AT REGIONAL OFFICE, MANILA		ORDER OF THE AMARANTH, PALAWAN CHERRY BLOSSOMS COURT NO. 57, MEMEBER YEAR JUNE 23, 2012 TO PRESENT		
*****NOTHING FOLLOWS*****	MOST OUSTANDING LODGE SECRETARY, AWARDED ON APRIL 26, 2007 AT CLARK FIELD PAMPANGA, ON ITS 91ST ANNUAL COMMUNICATION OF FREE AND ACCEPTED MASONS OF THE PHILIPPINES, JURISDICTION		MEMBER SINCE 1999 TO PRESENT, 2004 PAST MASTER OF PALAWAN LODGE NO. 99, OF FREE AND ACCEPTED MASONS OF THE PHILIPPINES, PUERTO PRINCESA CITY		
	Amaranth Outstanding Secretary Year 2018-2019 & 2020-2021		MEMBER COUPLES FOR CHRIST, PALAWAN CHAPTER SINCE 1995 TO PRESENT		
	*****NOTHING FOLLOWS*****		MEMBER, PHILIPPINE INSTITUTE OF CIVIL ENGINEERS, PALAWAN CHAPTER AND NATIONAL CHAPTER SINCE 1991 TO PRESENT		
			SHRINERS MABUHAY TEMPLE - MEMBER, MAGINOO CLUB SCOTTISH RITE, 32 DEGREE		
			MEMBER PHILIPPINE COAST GUARD AUXILIARY		
			*****NOTHING FOLLOWS*****		
(Continue on separate sheet if necessary)					
SIGNATURE		DATE		07/22/2022	



## WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied to.

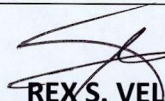
2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

**APPLYING FOR: 1. DEVELOPMENT OFFICER IV UNDER ITEM (OSEC-DENRB-DMO4-73-2014)  
AT CENRO PUERTO PRINCESA CITY, PALAWAN**

**2. DEVELOPMENT OFFICER IV UNDER ITEM (OSEC-DENRB-DMO4-78-2014)  
AT CENRO BROOKE'S POINT, PALAWAN**

**3. SUPERVISING ECOSYSTEM MANAGEMENT SPECIALIST UNDER  
ITEM (OSEC-DENRB-VEMS-5-2015) AT TSD-PENRO, PALAWAN**

- Duration: January 10, 2022 – present
  - Position: Land Management Officer III/Officer-In-Charge DENR CENRO Quezon-Narra Station, Narra, Palawan (per PENRO Special Order 2021-119, Series of 2021 dated December 28, 2021)
  - Name of Office/Unit: DENR-CENRO, Quezon- Narra Station, JP Cruz St. Narra, Palawan
  - Immediate Supervisor: CENRO LEONARD T. CALUYA
  - Name of Agency/Organization and Location: DENR-CENRO, Quezon, Brgy. Alfonso XIII, Poblacion, Quezon, Palawan
  - List of Accomplishments and Contributions (if any)
    - Outstanding Deputy Public Land Inspector (December 21, 2011)
    - Reviewed/Examined Special Patent, Agricultural and Residential Free Patent & Homestead Patents
    - Member-PENRO Bids & Award Committee(BAC Member)
  - Summary of Actual Duties
    - Responsible for the overall supervision of personnel of DENR-Narra Station such as: Timely submission of SALN, IPCR, consolidated weekly, monthly, quarterly physical accomplishment (Journal), Validate tree plantation area of Quarry holders and prepare certification as required/stipulated in their ECC in the renewal of quarry permit. Examine patentable materials such as Agricultural, Residential, Homestead and Special Patent. Responsible in examination of Foreshore Lease Applications with new appraisal & re-appraisal report. Attend quarterly Multi-Partite Monitoring Team (MMT) of Citinickel Mines and Development Corporation (CMDC Toronto Site). Prepare various correspondence, memoranda and attend Muti-Sectoral Meetings/ and Narra-Environmentally Critical Areas Network Board.
- 
- Duration : March 8, 2016-January 9, 2022
  - Position : Land Management Officer III
  - Name of Unit : Technical Services Division/Regulation Permitting Section
  - Immediate Supervisor: Johnny P. Lilang
  - Name of Agency and Location: DENR-PENRO, Sta. Monica, Puerto Princesa City
  - Summary of Actual Duties:
    - Conducted Examinations of Public Land Applications ( Agricultural Free Patents, Residential Free Patent, Homestead, Foreshore Lease Applications)
    - Acted referrals, prepared memoranda and attended ELCAC Meetings and Multi-Agency Sectoral Meetings, Multi Sectoral Advisory Board representing the PENRO
    - Attended Quarterly Multi Partite Monitoring Team (MMT) for Berong Nickel Corporation, Quezon, Palawan and Citi Nickel Mines and Development Corporation, Narra, Palawan
    - Head-Technical Working Group of PENRO BAC
    - Conducted final Inspection of Small Water Impounding System (SWIS Projects) and RIWS Office Building and Board Walk Construction within Raza Island Wildlife Sucnctuary of the DENR Palawan
    - Supervised/Project Engineer of DENR PENRO Guest House Building
    - Conducted final Inspection of the Snake Island Infrastructures for the National Coastal and Marine Research Conservation Center

  
**REX S. VELASCO**

(Signature over Printed Name  
of Employee/Applicant)

Date: 07/22/2022









Republic of the Philippines  
**Department of Environment and Natural Resources**  
**MIMAROPA Region**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Quezon- Narra Station, G. P Cruz Street, Bgy. Poblacion, Narra, Palawan 5303  
Contact Number 0917-5008752/0917-160-4920  
Email: [cenroquezon@denr.gov.ph](mailto:cenroquezon@denr.gov.ph)

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### **CERTIFICATION**

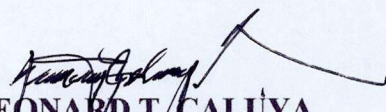
#### **TO WHOM IT MAY CONCERN:**

I hereby certify that **LMO III REX S. VELASCO** (SG-18) is presently assigned as LMO III/Officer-In-Charge of CENRO Quezon Narra Station, Narra Palawan under PENRO Special Order No. 2021-119 Series of 2021 dated December 28, 2021.

I further certify that the duties, responsibilities and work of Mr. Velasco and the operation of this Office will not be affected or hamper in his absence and in case of his scholarship is granted.

This certification is issued in favor of Mr. Rex S. Velasco in support to his application for scholarship and to serve him best.

Issued this 25<sup>th</sup> day of July 2022 at CENRO Quezon, Palawan.

  
**LEONARD T. CALUYA**  
Community Environment and Natural Resources Officer





Republic of the Philippines  
**Department of Environment and Natural Resources**  
**MIMAROPA Region**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Quezon- Narra Station, G. P Cruz Street, Bgy. Poblacion, Narra, Palawan 5303  
Contact Number 0917-5008752/0917-160-4920  
Email: [cenroquezon@denr.gov.ph](mailto:cenroquezon@denr.gov.ph)


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## **CERTIFICATION**

### **TO WHOM IT MAY CONCERN:**

This is to certify that the undersigned will not withdraw the application to the Module (2) Master in Public Administration (MPA) Batch 3 at Polytechnic University of the Philippines Open University System (PUP-OUS) with the duration of Two (2) years (4 semesters and 1 mid-year) once endorsed by my Head of Office and said application is received by the Human Resource Development Committee.

Issued this 25<sup>th</sup> day of July 2022 at CENRO Quezon, Palawan.

  
**ENGR. REX S. VELASCO**





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

**PERMISSION TO STUDY**  
(SG 23 and Below)

In order to enhance my professional development and career growth, the undersigned  
seeks Permission to Study: Module 2 Master in Public Administration (MPA)-Batch 3, at Polytechnic University of the Philippines Open University System (PUP-OUS), online Classes during weekends

(Complete name of Course)

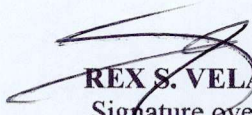
at Polytechnic University of the Philippines Open University System (PUP OUS), online classes during weekends, Two (2) years ( 4 Semesters and 1midyear, to start in the Ist Semester SY 2022-2023 (October 2022 .

(School/University)

with the following details:

Class Schedule: \_\_\_\_\_ First Semester \_\_\_\_\_ Second Semester \_\_\_\_\_ Third Semester \_\_\_\_\_ Summer

SUBJECT/COURSE	DAY	TIME

  
**REX S. VELASCO**  
Signature over Printed Name  
Date: July 25, 2022

RECOMMENDING APPROVAL:

APPROVED BY:

**DONNA MAYOR-GORDOVE, CESO IV**  
Assistant Regional Director  
for Management Services

**LORMELYN E. CLAUDIO, CESO IV**  
Regional Executive Director

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



FOR

ALL CENROS  
ALL PENROS  
ALL REGIONAL OFFICE DIVISION CHIEFS

SERIAL NO.

DATE:

SIGNATURE:

07-11-22/2:70

FROM

THE CHIEF, ADMINISTRATIVE DIVISION

SUBJECT

INVITATION TO NOMINATE CANDIDATES TO LOCAL  
SCHOLARSHIP PROGRAMS

This refers to the attached memorandum dated June 28, 2022, of OIC Director of Human Resource Development Service, Miriam M. Marcelo, inviting us to send nominations under the following DENR Local Scholarship Programs.

1. Master of Science in Natural Resources Conservation (MSNRC) Major in Parks and Outdoor Recreation Management (Off-Campus Graduate Program) – Batch 3

Objective	Designed to produce graduates capable of innovating on and operationalizing the principles and concepts of natural resources conservation, natural resources informatics, conservation planning, and the different approaches to natural resources conservation
Target Participants	Preferably Technical Staff occupying supervisory/2 <sup>nd</sup> level positions from the Bureaus (BMB, ERDB), DENR Regional Offices and concerned offices in the DENR Central Office
Implementing School	College of Forestry and Natural Resources, University of the Philippines-Los Baños
Duration	Two (2) years (4 semesters and 1 Midyear), to start in the 1 <sup>st</sup> Semester, SY 2022-2023 (August/September 2022)
Mode of Study	Blended (combination of face-to-face and online classes to be conducted during weekends and off-days)
Slots Available	Ten (10) slots
Deadline of Nomination	20 July 2022

2. Master in Public Administration (MPA) – Batch 3

Objective	Designed for professionals whose interest is to work for, engage in, and lead towards the development, promotion, and advancement of effective, efficient, and ethical practices
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ATTACHMENTS

1515 Roxas Boulevard, Ermita, Manila, 1000  
Telephone Number: Administrative Division 5th flr. (02) 7002-3114  
DENR VOIP (02) 8249-3367/8248-3367 loc. 2700  
Email: [miriampparegon@denr.gov.ph](mailto:miriampparegon@denr.gov.ph)  
Website: <https://miriamopa.denr.gov.ph>

*miriamopa.region@denr.gov.ph*

*https://forms.gle/BXi*  
*KXu D7556NF559*



Implementing School	Polytechnic University of the Philippines Open University System (PUP OUS)
Duration	Two (2) years (4 semesters and 1 midyear), to start in the 1 <sup>st</sup> Semester, SY 2022-2023 (October 2022)
Mode of Study	Online classes during weekends
Slots Available	Thirty (30) slots
Deadline of Nomination	15 August 2022

We have deleted the link provided in the above-mentioned memorandum as the application shall course through the Regional Human Resources Development Committee (RHRDC) for review of the qualifications and completeness of requirements submitted by the applicants before the endorsement of the Regional Executive Director to the HRDC-Central Office.

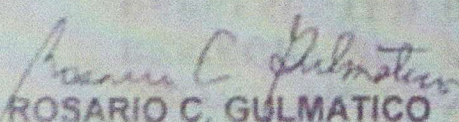
The applicants shall submit the following documentary requirements via email address [denrhrdsmimaropa@gmail.com](mailto:denrhrdsmimaropa@gmail.com):

1. Endorsement signed by the Head of Office indicating that the operation of the office will not be affected in case of a scholarship grant.
2. Individual Performance Commitment Rating (IPCR) for two (2) immediate rating periods with at least Very Satisfactory rating.
3. Updated Personal Data Sheet, with work experience sheet, duly signed by the authorized person administering oath with recent colored photo;
4. Certification of Duties and Responsibilities; and
5. Certification of non-withdrawal from the scholarship/course.

The qualifications, sample of Certificate of Non-Withdrawal, and other details are attached for your reference.

For other queries relative to above programs, you may contact the regional HRDS at CP# 09611617478.

For your information and guidance

  
ROSARIO C. GULMATICO

1515 Roxas Boulevard, Ermita, Manila, 1000  
Telephone Number: Administrative Division 5th flr- (02) 7002-3114  
DENR VOIP (02) 8249-3367/8248-3367 loc 2700  
Email: [mimaroparegion@denr.gov.ph](mailto:mimaroparegion@denr.gov.ph)  
Website: <https://mimaropa.denr.gov.ph>