



December 21, 2022

**MEMORANDUM**

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

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

**FROM :** The OIC-PENRO  
Oriental Mindoro

**SUBJECT :** **SUBMISSION OF SUMMARIZED MONTHLY ACCOMPLISHMENT REPORT OF FOREST EXTENSION OFFICERS (FEOs) AND TECHNICAL STAFF HIRED UNDER THE ENHANCED NATIONAL GREENING PROGRAM (ENGP) IMPLEMENTATION**

Submitted is the summarized monthly accomplishment report of Forest Extension Officer (FEOs) and Technical Staff hired under the Enhanced National Greening Program (ENGP) for the month of December, 2022.

Based on the report, the following activities were undertaken:

1. Conducted inspection on the 2<sup>nd</sup> year maintenance and protection activities for second semester;
2. Assisted in the preparation of billing documents of ENGP CY 2022 2<sup>nd</sup> year maintenance and protection for second semester;
3. Assisted the PENRO personnel in the monitoring of established forest nursery at Brgy. San Roque, Bulalacao, Oriental Mindoro;
4. Reviewed and consolidated the geo-tagged photos of the CENROs on the 2<sup>nd</sup> year maintenance and protection activities;
5. Updated and Maintained the NGP Financial performance of 2021 establishment;
6. Assisted in the preparation of annual report of ENGP CY 2022;
7. Prepared the 4<sup>th</sup> quarter report of ENGP CY 2022;
8. Prepared the attachments of billings of four (4) ENGP partners/contractors for 2<sup>nd</sup> year maintenance and protection;
9. Reviewed the submitted billing documents of CENROs on 2<sup>nd</sup> year maintenance and protection; and
10. Prepared and submitted ENGP monthly accomplishment report.

  
**ALAN L. VALLE**



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NO. REGION		PERSONAL INFORMATION			WORK ASSIGNMENT									
		FAMILY NAME	GIVEN NAME	M.I.	PLACE OF ASSIGNMENT (REGIONAL OFFICE/PENRO/CENRO)		DESIGNATION	COUNT OF ASSIGNED NGP SITES (NO.)		AREA OF ASSIGNED NGP SITE IN HECTARE		ACTUAL ACCOMPLISHMENTS BY CATEGORY (Pls. include all other tasks assigned to FEOs and Technical Staff whether related to eNGP or not)		
					REG'L OFFICE / PENRO	CENRO		CY 2022	CY 2021 or older	CY 2022	CY 2021 or older			
CENRO SOCORRO								4		370				
1	MMAROPA	ARGUELLES	ADRIAN	G	ORIENTAL MINDORO	SOCORRO	Forest Extension Officer	2	0	207	0			
												1. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated November 22 - 23, 2022 on the maintenance and protection activities undertaken by ROCKY LINTUBAY in an eNGP CY 2021 site located at Brgy. Tabina, Puerto Galera, Oriental Mindoro		
												2. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated November 24 - 25, 2022 on the maintenance and protection activities undertaken by VICTOR BARTOLOME in an eNGP CY 2021 site located at Brgy. Villador, Puerto Galera, Oriental Mindoro		
												3. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated November 29 - December 01, 2022 on the maintenance and protection activities undertaken by MANING SINDURAN in an eNGP CY 2021 site located at Brgy. Tabina, Puerto Galera, Oriental Mindoro		
												4. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated December 02, 2022 on the maintenance and protection activities undertaken by REYNALDO LINTAWAGIN in an eNGP CY 2021 site located at Brgy. Pantan, Naujan Oriental Mindoro		
												5. Assisted in the Preparation of necessary documents and other Accomplishment Report		
2	MMAROPA	NAMBIO	JOYET	M	ORIENTAL MINDORO	SOCORRO	Forest Extension Officer	2	0	163	0			
												1. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated November 22 - 23, 2022 on the maintenance and protection activities undertaken by ROCKY LINTUBAY in an eNGP CY 2021 site located at Brgy. Tabina, Oriental Mindoro		
												2. Assisted the PENRO and CENRO Composite Inspection and Acceptance Committee (IAC) inspection dated November 24 - 25, 2022 on the maintenance and protection activities undertaken by VICTOR BARTOLOME in an eNGP CY 2021 site located at Brgy. Villador, Puerto Galera, Oriental Mindoro		
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					REG'L OFFICE / PENRO	CENRO		CY 2022	CY 2021 or older	CY 2022	CY 2021 or older								

Consolidated by:

  
**JOEL D. MORILLO**  
Forester II/ Prov/NGP Coordinator

Reviewed by:

  
**AMOR D. ASI**  
Forester III/Chief, CDS

Noted by:

  
**ALAN VALLE**  
OIC-PENRO