



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office

REGIONAL MIMAROPA RECORDS SECTION
RECEIVED
22 JUN 2022
☐ INCOMING ☐ OUTGOING
DATE NO.

20 June 2022

MEMORANDUM

FOR : The Regional Executive Director
MIMAROPA Region

THRU : The Assistant Regional Director
Management Services

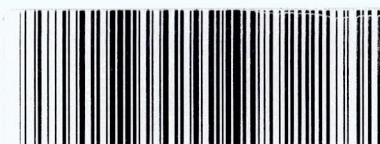
FROM : The In-Charge, Office of the PENRO
Calapan City, Oriental Mindoro

SUBJECT : REPORT ON THE REPAIR AND MAINTENANCE OF
VEHICLES AND OFFICE EQUIPMENT OF CENRO-
SOCORRO FOR THE 2ND QUARTER CY 2022

Respectfully forwarded is the attached report of CENRO-Socorro, Oriental Mindoro on the repair and maintenance of vehicles and office equipment covering the 2nd quarter period of CY 2022.

For reference.


ALMA E. GIBE



DENRPENRO2207000041

Tracking no. 2206000472 & 2206000473
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Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Community Environment and Natural Resources Office

June 16, 2022

MEMORANDUM

FOR : The In-charge, Office of the PENRO

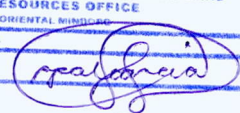
FROM : The CENR Officer

SUBJECT : **SUBMISSION OF REPORT ON THE REPAIR AND MAINTENANCE OF OFFICE VEHICLES OF CENRO SOCORRO FOR THE 2ND QUARTER OF 2022**

Respectfully forwarding the report on the abovesubject.

Please be informed that CENRO Socorro's service vehicles underwent periodic maintenance which includes change oils, air-conditioning system check-up, renewal of GSIS insurance and/or LTO registration.

For information and record.

DENR-MIMAROPA REGION	
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE	
ORIENTAL MINDORO	
PENRO TRACKING NO.	
RECEIVED BY:	
DATE:	JUN 17 2022
TIME:	


RODEL M. BOYLES



June 16, 2022

MEMORANDUM

FOR : The CENR Officer

FROM : The In-Charge, GSS

SUBJECT : **SUBMISSION OF REPORT ON THE REPAIR AND MAINTENANCE OF OFFICE VEHICLES OF CENRO SOCORRO FOR THE 2ND QUARTER OF 2022**

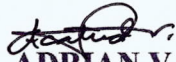
Respectfully submitting the report on abovesubject.

Please be informed that as part of the Maintenance of CENRO Socorro's service vehicles from April 1 to date, one (1) utility vehicle (Montero Sport) and five (5) motorcycles underwent change oils.

Further, one (1) of the motorcycles was renewed of its GSIS insurance and ready for renewal of its registration in LTO while one utility vehicle (Isuzu D-max) was both renewed of its GSIS insurance and LTO registration.

Additionally, the air-conditioning system of one (1) utility vehicle (Isuzu D-max) underwent check-up and repair.

For information and further instruction, if any.


ADRIAN V. CATUD



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

June 16, 2022

MEMORANDUM

FOR : The In-charge, Office of the PENRO

FROM : The CENR Officer

SUBJECT : **SUBMISSION OF REPORT ON THE REPAIR AND MAINTENANCE OF OFFICE/OTHER EQUIPMENT OF CENRO SOCORRO FOR THE 2ND QUARTER OF 2022**

Respectfully forwarding the report on the abovecited subject.

Please be informed that there were maintenance conducted in CENRO Socorro's water system, Guesthouse and Watersheds air-conditioning units and Calapan City Port Monitoring Station's electrical system and signage.

Further, the repair/check-up of computers, accessories and equipment were undertaken by PENRO ICT Unit.

For information and record.

DENR-MIMAROPA REGION	
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE	
ORIENTAL MINDORO	
PENRO TRACKING NO.	
RECEIVED BY:	<i>[Signature]</i>
DATE:	JUN 17 2022
TIME:	

[Signature]
RODEL M. BOYLES



June 16, 2022

MEMORANDUM

FOR : The CENR Officer

FROM : The In-Charge, GSS

SUBJECT : **SUBMISSION OF REPORT ON THE REPAIR AND MAINTENANCE OF OFFICE/OTHER EQUIPMENT OF CENRO SOCORRO FOR THE 2ND QUARTER OF 2022**

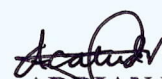
Respectfully submitting the report on abovesited subject.

Please be informed that the following activities were done as part of the Maintenance of CENRO Socorro's Offices and other equipment from April 1 to date.

- CENRO Socorro's Main Building
 - Replacement of the Water System – Due to the failure of the old motor of water system, the water motor/machine and pressure tank were replaced.
- PAMO, Guesthouse and Watershed
 - Replacement of four (4) light bulbs.
 - Checkup and cleaning of three (3) air-conditioning units – one (1) split type in guesthouse and two (2) box-type in Watershed.
- Calapan City Port Monitoring Station
 - Replacement of four (4) light bulbs and one (1) electrical fuse.
 - Reprinting of Monitoring Station tarpaulin
- Maintenance of computers and its accessories
 - Reformat of two (2) laptops.
 - Check-up of two (2) printers and two (2) Desktop computers.

Further, the repair of other air-conditioning units were not yet done.

For information and further instruction, if any.


ADRIAN V. CATUD