



Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
PROVINCE OF PALAWAN

Bgy. Sta. Monica, Puerto Princesa City, Palawan

EMAIL : penropalawan@denr.gov.ph

TelFax No. (048) 433-5638/ 434-8791

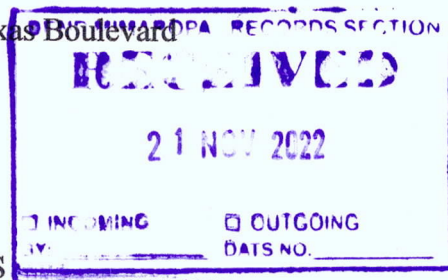
November 9, 2022

MEMORANDUM

FOR : The Regional Director
MGB MIMAROPA Region
1515 DENR By The Bay Building, Roxas Boulevard
Barangay 668, Ermita, Manila

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : INDIVIDUAL LEARNING REPORTS

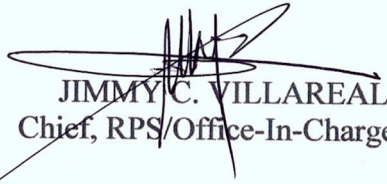



Respectfully forwarded are the memoranda on various dates with regards to the Individual Learning Reports of the following personnel:

CENR OFFICE	Name of Participants	Title of Training/Workshop Attended	Inclusive Dates
Quezon, Palawan	Elany P. Sanico Richelle C. Ojario Sheryl C. Bacan	Introduction to Circular Economy	October 20-25, 2022
	Rosalyn S. Jasmin Jenifer S. Galvero Sheryl C. Bacan Elany P. Sanico Ramses S. Castillo Djoanna D. Natividad	Lecture on Drug Free and Smoke Free	October 10-11, 2022

For information and record.

For the PENRO :


JIMMY C. VILLAREAL
Chief, RPS/Office-In-Charge

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By 
Date: 15 NOV 2022 22-3048



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 09979823016
Email: cenroquezon@denr.gov.ph

October 20, 2022


MEMORANDUM

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

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

SUBJECT : **INDIVIDUAL LEARNING REPORT OF LMO II ROSALYN S.
JASMIN OF CENRO QUEZON, PALAWAN**

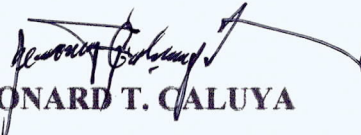
DENR PENRO
PALAWAN RECORDS
RECEIVED

BY: 
DATE: 11-09-2022 22:10099

Forwarded is the Individual Learning Report of LMO II Rosalyn S. Jasmin re:
attended orientation on Drug-free and Smoke free workplace via zoom on October 10-11,
2022.

For your information and record.

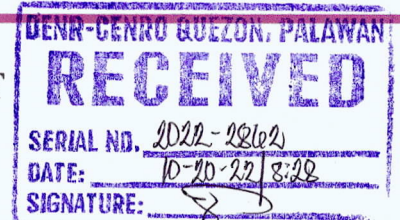



LEONARD T. CALUYA



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 0917-160-4920
Email: cenroquezon@denr.gov.ph

INDIVIDUAL LEARNING REPORT



Part 1 (To be prepared by the participant)

Name of Participant:	Rosalyn S. Jasmin
Office/Service:	CENRO Quezon, Palawan
Training Title:	DRUG-FREE and SMOKE FREES WORKPLACE
Learning Providers:	DENR-MIMAROPA Region
Inclusive Dates:	October 10-11, 2022
Venue:	Via Zoom

I. EVALUATION OF THE COURSE:

- Technical Content:**

The Speakers for the Drug-Free and Smoke Free Workplace from PDEA discussed a lot of things why there is a need for a wholesome workplace. They elaborated that there were issued guidelines and policies regarding the matter.

- Impression/Comments:**

The knowledge I gained from this seminar is something different.

The most dangerous drug is SHABU because the contents are mostly industrial substances not fit for human consumption and hazardous to one's health.

Marijuana, although considered as **organic**, destroys one's body.

Smoking a cigarette (tobacco) is also dangerous to one's health. It is so alarming that even when you're not smoking, you are most likely affected if working along with smokers. Worst, the effect is more fatal than those who really smoke.

To protect government workers, policies and guidelines relative to the Drug free and Smoke Free workplace were issued. Everyone, especially the non – users deserve a work place free from dangerous drugs and smokes (cigarette).

The topics are applicable to all public officials and employees. The Speakers shared their knowledge very satisfactorily.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The learning event was very much relevant and applicable not only in the RPS sector but to all sectors. Despite the risks/warnings, there are still officials and employees who smoke. The air they breathe circulates within the air conditioned workplace.

II. RECOMMENDATIONS:

It is recommended that designation of SMOKING AREA in the workplace' compound be discouraged, the fact that it really affects somebody's health.

The Employee Assistance Program (EAP) must be discussed to all officials and employees in order to encourage those who are deceived/hooked to using dangerous drugs to come out and voluntarily submit themselves to authorities for help or rehabilitation.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
Conduct of Re-echo, of the highlights of learnings, during the Monday forum	November-December 2022

2 (To be prepared by the Supervisor

How will you support the post Learning Action/Proposal?

To give time for the participants of this learning event to discuss and share the important information to all employees during Monday Forum.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training? Yes

Would you be willing to send him/her again to other training/seminar/conference?

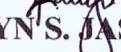
Yes / No Others

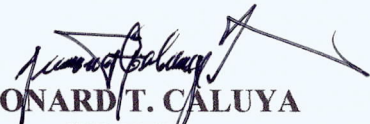
If yes, please specify courses.

Any seminars or refresher courses that would enhance her skills and capabilities.

Submitted by:

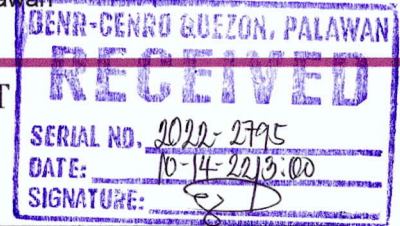
Noted/Confirmed by:


ROSALYN S. JASMIN
October 17, 2022


LEONARD T. CALUYA
CENRO



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	ELANY P. SANICO
Office/Service:	DENR-CENRO QUEZON, PALAWAN
Training Title:	LECTURE SESSION ON DRUG-FREE CUM SMOKE-FREE WORKPLACE
Learning Providers:	HUMAN RESOURCE DEVELOPMENT SERVICE
Inclusive Dates:	OCTOBER 10-11, 2022, 8:30 AM-12:00 NN VIA ZOOM
Venue:	CENR OFFICE QUEZON, PALAWAN

I. EVALUATION OF THE COURSE:

- Technical Content:**

The lecture session highlighted on drug-free and smoke-free workplace which aims to increase awareness of the DENR personnel on R.A. No. 9165 also known as the "Comprehensive Dangerous Drugs Act of 2002" and R.A. No. 9211 also known as the "Tobacco Regulation Act of 2003".

- Impression/Comments:**

The following are the impression/comments during the attended lecture session, to wit:

- ✚ The lecture session was very clear, concise and informative.
- ✚ The objective of lecture session was clearly communicated.
- ✚ The topics are relevant and important.
- ✚ The speakers speak to the point with good explanation.
- ✚ The time and schedule was well managed.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The relevance of the learning event to work/function is to enlighten/educate the personnel pertaining to R.A. No. 9165 also known as the "Comprehensive Dangerous Drugs Act of 2002" and R.A. No. 9211 also known as the "Tobacco Regulation Act of 2003".

III. RECOMMENDATIONS:

The undersigned recommends the following, to wit:

- ✚ This Office should implement policy on drug-free and smoke-free workplace.
- ✚ This Office should include the topics on R.A. No. 9165 and R.A. No. 9211 during Information and Education Campaign of this Office.



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- + Conduct re-echo on the attended lecture session on drug-free and smoke free during Monday forum.

Proposed Plan/Activity/Output	Time Frame
Conduct re-echo on drug-free cum smoke free workplace during Monday Forum	October 17, 2022
Conduct Information and Education Campaign pertaining to R.A. No. 9165 and R.A. No. 9211	January-December 2023

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

- + Discuss the proposed learning action/proposal with the concerned personnel as well as providing necessary administrative and technical assistance to the personnel.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

- + Yes

Would you be willing to send him/her again to other training/seminar/conference?

- + Yes No Others

If yes, please specify courses.

- + Any learning event related to designation and position.

Submitted by:

Noted/Confirmed by:


ELANY P. SANICO
Attendee

LEONARD T. CALUYA
CENRO

October 14, 2022
Date



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 09979823016
Email: cenroquezon@denr.gov.ph

October 20, 2022

MEMORANDUM

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

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

SUBJECT : **INDIVIDUAL LEARNING REPORT OF LMO II ROSALYN S.
JASMIN OF CENRO QUEZON, PALAWAN**

DENR PENRO
PALAWAN RECORDS
RECEIVED

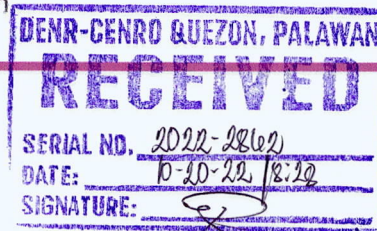
BY: *[Signature]*
DATE: *10-20-22* 22-10099

Forwarded is the Individual Learning Report of LMO II Rosalyn S. Jasmin re: attended orientation on Drug-free and Smoke free workplace via zoom on October 10-11, 2022.

For your information and record.



[Signature]
LEONARD T. CALUYA



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	Rosalyn S. Jasmin
Office/Service:	CENRO Quezon, Palawan
Training Title:	DRUG-FREE and SMOKE FREES WORKPLACE
Learning Providers:	DENR-MIMAROPA Region
Inclusive Dates:	October 10-11, 2022
Venue:	Via Zoom

I. EVALUATION OF THE COURSE:

- Technical Content:**

The Speakers for the Drug-Free and Smoke Free Workplace from PDEA discussed a lot of things why there is a need for a wholesome workplace. They elaborated that there were issued guidelines and policies regarding the matter.

- Impression/Comments:**

The knowledge I gained from this seminar is something different.

The most dangerous drug is SHABU because the contents are mostly industrial substances not fit for human consumption and hazardous to one's health.

Marijuana, although considered as **organic**, destroys one's body.

Smoking a cigarette (tobacco) is also dangerous to one's health. It is so alarming that even when you're not smoking, you are most likely affected if working along with smokers. Worst, the effect is more fatal than those who really smoke.

To protect government workers, policies and guidelines relative to the Drug free and Smoke Free workplace were issued. Everyone, especially the non – users deserve a work place free from dangerous drugs and smokes (cigarette).

The topics are applicable to all public officials and employees. The Speakers shared their knowledge very satisfactorily.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The learning event was very much relevant and applicable not only in the RPS sector but to all sectors. Despite the risks/warnings, there are still officials and employees who smoke. The air they breathe circulates within the air conditioned workplace.

II. RECOMMENDATIONS:

It is recommended that designation of SMOKING AREA in the workplace' compound be discouraged, the fact that it really affects somebody's health.

The Employee Assistance Program (EAP) must be discussed to all officials and employees in order to encourage those who are deceived/hooked to using dangerous drugs to come out and voluntarily submit themselves to authorities for help or rehabilitation.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
Conduct of Re-echo, of the highlights of learnings, during the Monday forum	November-December 2022

2 (To be prepared by the Supervisor

How will you support the post Learning Action/Proposal?

To give time for the participants of this learning event to discuss and share the important information to all employees during Monday Forum.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training? Yes

Would you be willing to send him/her again to other training/seminar/conference?

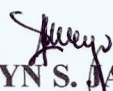
Yes / No Others

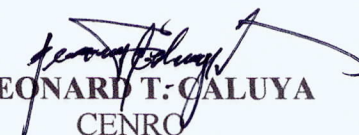
If yes, please specify courses.

Any seminars or refresher courses that would enhance her skills and capabilities.

Submitted by:

Noted/Confirmed by:


ROSALYN S. JASMIN
October 17, 2022


LEONARD T. CALUYA
CENRO



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

October 19, 2022

MEMORANDUM

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

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

SUBJECT : **INDIVIDUAL LEARNING REPORTS SUBMITTED BY PERSONNEL OF CENRO QUEZON IN THEIR ATTENDANCE TO WEBINAR ON DRUG-FREE AND SMOKE FREE IN THE WORKPLACE.**

DENR PENRO
PALAWAN RECORDS
RECEIVED
BY: [Signature]
DATE: 11 October 22 10:49

Respectfully forwarded the Individual Learning Reports of personnel of this office on their attendance to a Webinar on Drug-Free and Smoke-Free in the Workplace.

The participants became more aware of Dangerous Drugs Board Regulation No. 13 series of 2018 Re: Guidelines in the implementation of Drug-Free and Smoke-Free Workplace Program. Likewise, it is recommended to have a follow-up conduct of Webinar of at least once a year to remind personnel the danger of using illegal drugs.

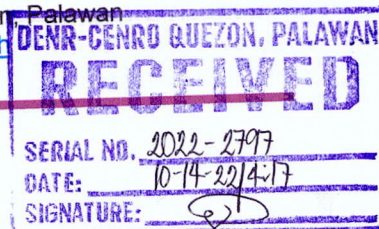
For your information and record.



[Signature]
LEONARD T. CALUYA



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participants:	JENNIFER S. GALVERO
Office/Service:	Planning & Support Unit (PSU)
Training Title:	LECTURE ON DRUG-FREE AND SMOKE-FREE WORKPLACE
Learning Providers:	HUMAN RESOURCE SECTION VIA ZOOM, MIMAROPA REGION
Inclusive Dates:	OCTOBER 11-12, 2022
Venue:	DENR-CENRO QUEZON, PALAWAN OFFICE

I. EVALUATION OF THE COURSE:

DAY 1 DRUG-FREE WORKPLACE

a. Technical Content:

a.1 The Global and Philippine Context

- UN OOC World Drug Report
- DOB Philippine Report

Marijuana – Use drug in the Philippines
SUD – Substance Use Disorder

a.2 Pharmacology and Addiction

- Route of Administration
- Progress of Use
- Defining Addiction

a.3 Drug ID and Ill Effects

- Top three (3) Drugs of Choice in the Country
Shabu, Marijuana and Ecstasy

a.4 Dangerous Drug Board Regulation No. 13 Series of 2018

a.5 Legal Basis

- DDB Regulation No. 2 Series of 2017

a.6 Employees Assistance Program

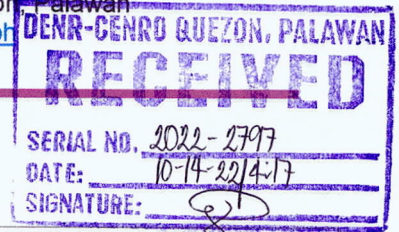
- Who may avail? An employee who admit that he/she is positive in using drugs before the drug test, if the one finds out positive after the drug test, it is not covered by this program/assistance.

a.7 Sanctions

- RA 9165 Section 32 – Liability to a Person Violating any regulation
- Public employee who refuses for drug testing as well as tampering the result



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COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
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INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participants:	JENNIFER S. GALVERO
Office/Service:	Planning & Support Unit (PSU)
Training Title:	LECTURE ON DRUG-FREE AND SMOKE-FREE WORKPLACE
Learning Providers:	HUMAN RESOURCE SECTION VIA ZOOM, MIMAROPA REGION
Inclusive Dates:	OCTOBER 11-12, 2022
Venue:	DENR-CENRO QUEZON, PALAWAN OFFICE

I. EVALUATION OF THE COURSE:

DAY 1 DRUG-FREE WORKPLACE

a. Technical Content:

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a.5 Legal Basis

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a.6 Employees Assistance Program

- Who may avail? An employee who admit that he/she is positive in using drugs before the drug test, if the one finds out positive after the drug test, it is not covered by this program/assistance.

a.7 Sanctions

- RA 9165 Section 32 – Liability to a Person Violating any regulation
- Public employee who refuses for drug testing as well as tampering the result



will consider as Grave Misconduct.

a.8 Agency Responsibility

- Posting of Notice “ This is a Drug-Free Workplace”

DAY 2 SMOKE-FREE WORKPLACE

b. Technical Content:

a.1 Introduction

- Exposure on nicotine (in cigarette) is harmful.
- Exposure in cigarette can cause diseases in lung, heart and other internal organ also tobacco products contain harmful substances.

b.2 What is Cigarette?

- The basic component of most cigarettes are tobacco, chemical additives, a filter and paper wrapping.
- Tobacco and tobacco smoke contain thousands approximately 7,000 types of chemicals that cause cancers in different organs of the body.

b.3 Bad Effects of smoking to your health

- can lead to life threatening and complications
- increases person’s risk of cancer, heart disease and more
- affect your love ones and other people in your environment
- tooth decay and discoloration, chronic health disease (bad breath)

b.4 Risk for other Types of Cancer

- Withdrawal Syndrome
- Second hand Smoke

b.5 Smoking and Vaping

- Bad for lungs and heart, addictive as traditional smoking/tobacco
- Smoking – delivers nicotine, Vaping – less harmful

b.6 CSC Memorandum Circular No. 17 Series of 2019 “ Smoking Prohibition based on 100% Smoke Free Environment Policy and Smoking Prohibition.”

- **Impression/Comment:**

The topics are useful and informative.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANTS WORK/FUNCTION:

The lecture on Drug-Free and Smoke-Free Workplace conducted in government Offices is important. “A public Office is a Public Trust”, being a public servant must be a role model, especially in the execution of duties and responsibilities, to serve the Office clientele with respect, dignity and gain their trust. A drug-free and smoke-free workplace is a reliable and safe environment that the public can depend/rely on their safety and comfort during their transactions and will give them assurance to come back again.



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III. RECOMMENDATIONS:

1. To put up signage/ posters that this Office is Drug-Free and Smoke-Free Workplace.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/output/Time Frame

To print-out a poster or signage re: Drug-Free and Smoke-Free Workplace and post it on the bulletin board or any designated place for postings visible to all clients, visitors and employees within the month of October 2022.

Part 2 (To be accomplished by Supervisor)

How will you support the post Learning Action Plan/Proposal?

Notify/Instruct the HEA/Forest Technician II Margelyn S. Mandapat regarding the proposal.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes

Would you be willing to send him/her again to other training/seminar/conference?

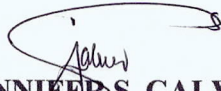
Yes ☒ No ☐ Others ☐

If yes, please specify courses

Webinar/lecture on Drug Awareness Campaign and Safety Measures

Submitted by:

NOTED/Confirmed by:


JENNIFER S. GALVERO
Forest Technician I

LEONARD T. CALUYA
CENRO

October 14, 2022
Date



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

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan

Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	SHERYL C. BACAN
Office/Service:	CENRO Quezon, Palawan
Training Title:	LECTURE SESSION ON DRUG-FREE CUM SMOKE-FREE WORKPLACE
Learning Providers:	DENR-HRDS MIMAROPA
Inclusive Dates:	October 10-11, 2022
Venue:	Via Zoom

I. EVALUATION OF THE COURSE:

• Technical Content:

DAY 1.

DRUG – FREE WORKPLACE (*Dangerous Drugs Board Regulation No. 13 series of 2018*)
“Guidelines in the Implementation of Drug-Free Workplace Program”

Objectives:

- ✚ Promote the establishment and institutionalization of drug-free workplace policies in all government agencies.
- ✚ Ensure that all public officers, both elective and appointive, remain drug-free through the conduct of authorized drug testing.
- ✚ Ensure the public of effective and efficient service from the government, free from the ill-effects of drug use in the workplace.

1. The Global and Philippine Context

- UN ODC World Drug Report
- DDB Philippines Report

2. Pharmacology and Addiction

- Routes of Administration
- Progress of use
- Defining Addiction

3. Drug Identification and Ill Effects

- Top three Drugs of Choice in the Country
 - ✚ Shabu (Methamphetamine Hydrochloride)
 - ✚ Marijuana (*Cannabis sativa/indica/ruderalis*)
 - Black Widow
 - White Widow
 - Purple Haze
 - Blueberry Kush

- White Rhino
- Jack Frost
- Northern Lights
- ✚ Ecstasy (Methylene Dioxy Methamphetamine) (Party Drugs)

4. Dangerous Drugs Board Regulation No. 13 series of 2018

- Guidelines in the Implementation of Drug-Free Workplace Program
- Creation of a Drug-Free Workplace Committee
 - ✚ Head of Office or Representative
 - ✚ Representative of Employees' Union/Association
 - ✚ Head of the Personnel Department or Representative
 - ✚ Head of Medical Department or Representative
 - ✚ Rank and File Employee

“The Committee shall assist the Head of Agency in drafting and implementing the provisions of the DFWP Policy”
- Drug Testing Programs

“The purpose of which is to prevent the entry of dangerous drugs in government offices and use of dangerous drugs among personnel”

DAY 2.

SMOKE – FREE WORKPLACE (CSC Memorandum Circular No. 17 series of 2009) **“Smoking Prohibition based on 100% Smoke-Free Environment Policy”**

Objectives:

- ✚ Seeks to encourage people to quit smoking for health reasons and to protect people from exposure to secondhand smoke in light of recent studies conducted.

1. Cigarette
 - Bad effects of Smoking to your Health
 - According to Center for Disease Control and Prevention, cigarette smoking harms almost all organs in the body and causes many diseases.
 - Other Negative Effects of Smoking
 - Pregnancy Complications
 - Risk for other types of cancers
 - Withdrawal syndrome
 - Second Hand Smoke
2. Smoking Versus Vaping
3. Republic Act No. 9211 “ An act regulating the packaging, use, sale, distribution and advertisements of Tobacco products for other purposes”.
4. CSC Memorandum Circular No. 17 series of 2009 “Smoking Prohibition based on 100% Smoke-Free Environment Policy”
5. Violations and Disciplinary Actions

• Impression/Comments:

It was observed during the entire seminar that the resource persons are knowledgeable, well-

✚

oriented and able to address participants queries relative to the topics presented.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The learning event is beneficial for us employees, this will help increase our awareness on the detrimental effects of illicit drugs and drug abuse in our lives, family, friends and in the workplace.

II. RECOMMENDATIONS:

The undersigned recommends that this kind of lecture must repeat at least once a year, to be able remind the employees on the detrimental effects of using illicit drugs and the sanctions on using and selling this drug. Likewise, the Office to fully implement the Drug-Free and Smoke-Free Policy in the Workplace.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
To include these topics on the regular IEC of this Office to the communities in the barangay.	January to December 2023

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

By means of discussing the proposed learning action together with the personnel concerned and arrangement of schedule to conduct said proposals, likewise, providing the necessary administrative and technical assistance needed by personnel.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes, _____

Would you be willing to send him/her again to other training/seminar/conference?

Yes / No Others

If yes, please specify courses.

Any seminars related to her designation and position.

Submitted by:

Noted/Confirmed by:


SHERYL C. BACAN

Attendee

October 14, 2022

LEONARD T. CALUYA
CENRO



INDIVIDUAL LEARNING REPORT

Name of Participant : **DJOANNA D. NATIVIDAD**
Office/Service : **DENR-CENRO QUEZON**
Training Title : **LECTURE ON DRUG-FREE AND SMOKE-FREE
WORKPLACE**
Learning Providers : **HUMAN RESOURCE DEVELOPMENT SERVICE
(HRDS)**
Inclusive Dates : **October 10-11, 2022**
Venue :

I. EVALUATION OF THE COURSE

- **Technical Content**

1. Lecture on Drug-Free Workplace
2. Lecture on Smoke-Free Workplace

- **Impressions / Comments**

I would like to thank the Human Resource Development Service for allowing me to participate in this webinar. The topics being discussed is very informative. These will help every government employees to refrain from having vices that can deteriorate their health and encouraging everyone to live a healthy lifestyle.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/ FUNCTION

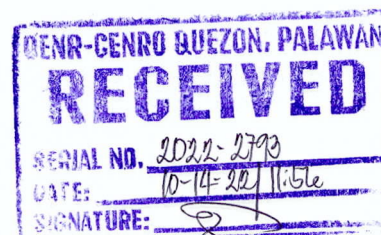
This learning event is relevant to my work/function, because if I am healthy with no vices, I can easily work and serve our clients and will not be a burden in the workplace.

III. RECOMMENDATIONS

In order for the participants to fully understand and can participate during webinar trainings, please give considerations to participants within the areas who have low internet connections. I recommend that copy of the topics to be discuss be given in advance, if possible.

IV. POST LEARNING ACTION PLAN/PROPOSAL

To post informative advertisement regarding the negative effect of vices at the bulletin boards and within the premises of the Office.





Department of Natural Resources
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso, Quezon, Palawan
Contact No.: 0997-982-3016
Email: cenroquezon@denr.gov.ph

PART II (To be accomplished by Supervisor)

- How will you support the post Learning Action Plan/Proposal?

Support the action plan by making slogans and posters to be installed within the Office premises.

- Have you discussed any concerns needed by subordinates so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes!

- Would you be willing to send him/her again to other training/seminars/conferences?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

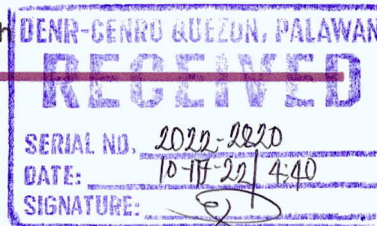
Submitted by:

JOANNA D. NATIVIDAD
Attendee

OCTOBER 14, 2022
DATE

LEONARD T. CALUYA
Supervisor

Noted/Confirmed by:



INDIVIDUAL LEARNING REPORT

Name of Participant : **RAMSES S. CASTILLO**
Office/Service : **DENR-CENRO QUEZON**
Training Title : **LECTURE ON DRUG-FREE AND SMOKE-FREE
WORKPLACE**
Learning Providers : **HUMAN RESOURCE DEVELOPMENT SERVICE
(HRDS)**
Inclusive Dates : **October 10-11, 2022**
Venue : **DENR-CENRO, QUEZON OFFICE**

I. EVALUATION OF THE COURSE

- **Technical Content**

1. Lecture on Drug-Free Workplace
2. Lecture on Smoke-Free Workplace

- **Impressions / Comments**

- The topics being discussed is very informative. These will help every government employees to refrain or at least lessen from having vices that can deteriorate the health and encouraging everyone to live a healthy lifestyle.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/ FUNCTION

- This learning event is relevant to my work/function, because a healthy employee means a healthy and productive work which means, I can cater the needs /request of the clients.

III. RECOMMENDATIONS

- In order for the participants to fully understand and can participate during webinar trainings, please give considerations to participants within the areas who have low internet connections. I recommend that copy of the topics to be discuss be given in advance, if possible.
- More trainings and seminars that area work-related.

IV. POST LEARNING ACTION PLAN/PROPOSAL

- To post informative advertisement regarding the negative effect of vices at the bulletin boards and within the premises of the Office.



PART II (To be accomplished by Supervisor)

- How will you support the post Learning Action Plan/Proposal?

Support the action plan by making slogans and posters to be installed within the Office premises.

- Have you discussed any concerns needed by subordinates so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes!

- Would you be willing to send him/her again to other training/seminars/conferences?

Yes ☒ No ☐ Others ☐

If yes, please specify courses

Submitted by:


RAMSES S. CASTILLO

Attendee

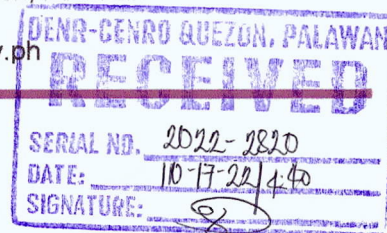
Noted/Confirmed by:


LEONARD T. CALUYA

Supervisor

October 17, 2022

Date



INDIVIDUAL LEARNING REPORT

Name of Participant : **RAMSES S. CASTILLO**
Office/Service : **DENR-CENRO QUEZON**
Training Title : **LECTURE ON DRUG-FREE AND SMOKE-FREE
WORKPLACE**
Learning Providers : **HUMAN RESOURCE DEVELOPMENT SERVICE
(HRDS)**
Inclusive Dates : **October 10-11, 2022**
Venue : **DENR-CENRO, QUEZON OFFICE**

I. EVALUATION OF THE COURSE

- **Technical Content**

1. Lecture on Drug-Free Workplace
2. Lecture on Smoke-Free Workplace

- **Impressions / Comments**

- The topics being discussed is very informative. These will help every government employees to refrain or at least lessen from having vices that can deteriorate the health and encouraging everyone to live a healthy lifestyle.

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- This learning event is relevant to my work/function, because a healthy employee means a healthy and productive work which means, I can cater the needs /request of the clients.

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- More trainings and seminars that area work-related.

IV. POST LEARNING ACTION PLAN/PROPOSAL

- To post informative advertisement regarding the negative effect of vices at the bulletin boards and within the premises of the Office.



PART II (To be accomplished by Supervisor)

- How will you support the post Learning Action Plan/Proposal?

Support the action plan by making slogans and posters to be installed within the Office premises.

- Have you discussed any concerns needed by subordinates so that he/she can effectively transfer/apply the skills and knowledge gained from the training?

Yes!

- Would you be willing to send him/her again to other training/seminars/conferences?

Yes ☒ No ☐ Others ☐

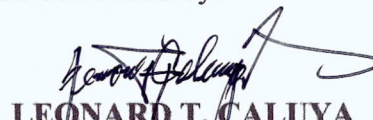
If yes, please specify courses

Submitted by:


RAMSES S. CASTILLO
Attendee

October 17, 2022
Date

Noted/Confirmed by:


LEONARD T. CALUYA
Supervisor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Contact No.: 09979823016
Email: cenroquezon@denr.gov.ph

October 28, 2022

MEMORANDUM

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

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

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT OF
SOME PERSONNEL OF CENRO QUEZON, PALAWAN**

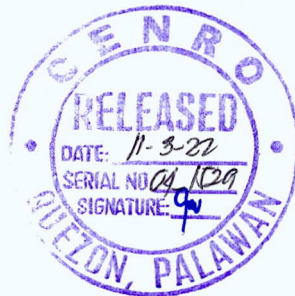
DENR PENRO
PALAWAN RECORDS

RECEIVED

BY: *[Signature]*
DATE: 11-01-2022 22-10098

Forwarded are the Individual Learning Report of ECOMS II Elany P. Sanico, Richelle C. Ojario and Sheryl Bacan re: Introduction to Circular Economy via zoom on October 20 and 25, 2022.

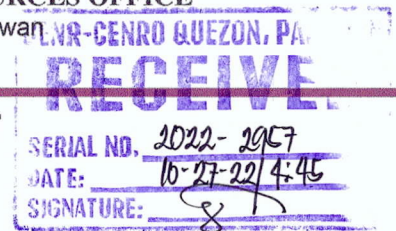
For your information and record.



[Signature]
LEONARD T. CALUYA



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	ELANY P. SANICO
Office/Service:	DENR-CENRO QUEZON, PALAWAN
Training Title:	<p>PART I</p> <p>✚ WEBINAR ON CIRCULAR ECONOMY “A KEY ELEMENT IN ACHIEVING ENVIRONMENT AND NATURAL RESOURCES COMPONENT OF THE PHILIPPINES’ NATIONALLY DETERMINED CONTRIBUTION”</p> <p>PART II</p> <p>✚ WEBINAR ON KEY METRICS IN ASSESSING ENERGY EFFICIENCY AND RENEWABLE ENERGY SOLUTIONS MEASURES TOWARDS URBAN RESILIENCY</p>
Learning Providers:	CLIMATE CHANGE SERVICE
Inclusive Dates:	OCTOBER 20, 2022 AND OCTOBER 25, 2022 (VIA ZOOM)
Venue:	CENR OFFICE QUEZON, PALAWAN

I. EVALUATION OF THE COURSE:

- Technical Content:**

The Part I of the lecture session tackled on Introductory Webinar on Circular Economy “A Key Element in Achieving Environment and Natural Resources Component of the Philippines’ Nationally Determined Contribution” held on October 20, 2022 via zoom. The following topics were discussed, to wit:

- ✚ Circular economy concepts and relevant framework and policies; and
- ✚ Feedback on interest and gaps on circular economy initiatives of local government and private sector representative.

The Part II of the lecture session discussed on Key Metrics in Assessing Energy Efficiency and Renewable Energy Solutions Measures Towards Urban Resiliency held on October 25, 2022 via zoom. The following topics were discussed, to wit:

- ✚ Enhancing Urban Resilience and Energy Access through Renewable Energy Solutions ; and
- ✚ Key metric for Assessing Impact Building Energy Efficiency Solutions.

- Impression/Comments:**

The following are the impression/comments during the attended lecture session, to wit:

- ✚ The lecture session was very clear, concise and informative.
- ✚ The objective of lecture session was clearly communicated.
- ✚ The topics are relevant and important.
- ✚ The speakers speak to the point with good explanation.
- ✚ The time and schedule was well managed.



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Department of Environment and Natural Resources
MIMAROPA Region
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The following are the relevance of the learning event to work/function; to wit:

- ✚ Enlighten/educate the personnel pertaining to circular economy and renewable energy solutions
- ✚ Adapting circular economy by changing behavior and practices towards more sustainable lifestyles.
- ✚ Adapting renewal energy solutions in work place.

III. RECOMMENDATIONS:

The undersigned recommends to conduct Information and Education Campaign (IEC) re: circular economy and renewable energy solutions in work place.

Proposed Plan/Activity/Output	Time Frame
To include during Information and Education Campaign of this Office	November, 2022

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

- ✚ Discuss the proposed learning action/proposal with the concerned personnel as well as providing necessary administrative and technical assistance to the personnel.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

- ✚ Yes

Would you be willing to send him/her again to other training/seminar/conference?

- ✚ Yes ☒ No ☐ Others ☐

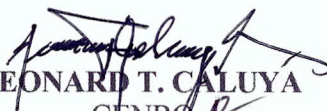
If yes, please specify courses.

- ✚ Any learning event related to designation and position of the undersigned.

Submitted by:


ELANY P. SANICO
Attendee

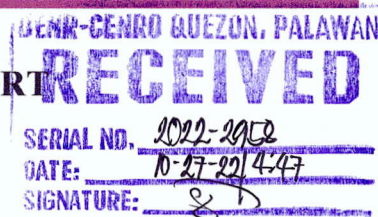
Noted/Confirmed by:


LEONARD T. CALUYA
CENRO

October 27, 2022
Date



INDIVIDUAL LEARNING REPORT



Part 1 (To be prepared by the participant)

Name of Participant:	RICHELLE C. OJARIO
Office/Service:	DENR-CENRO QUEZON
Training Title:	INTRODUCTION TO CIRCULAR ECONOMY <i>A Key Element in Achieving Environment and Natural Resources Component of the Philippines' Nationally Determined Contribution (NDC)</i>
Learning Providers:	CLIMATE CHANGE SERVICE
Inclusive Dates:	OCTOBER 20 AND 25, 2022
Venue:	WEBINAR/VIA ZOOM

I. EVALUATION OF THE COURSE:

Technical Content:

The objectives of this introductory webinar on circular economy is to (a) Explain circular economy concepts and relevant framework and policies; and (b) Gather feedback on interest and gaps on circular economy initiatives of local government and private sector representative.

Circular Economy is a systems solution framework that tackles global challenges like climate change, biodiversity loss, waste, and pollution. With the circular economy, we can drive the optimization of resources, reduce the consumption of raw materials, and recover waste by recycling or giving it a second life as a new product.

Hereunder are the topics discussed during webinar, to wit:

A. Introduction to Circular Economy

- 1) Circular Economy - an effective strategy to mitigate Climate Change and conserve our Natural Resources
 - Global Impacts of Climate Change
 - Potential Circular Economy application : Waste to Energy
- 2) The Philippine 2010 GHG Inventory and Climate Risk
- 3) The Philippine Nationally Determined Contribution and Our 2010 GHG Inventory
- 4) Life Cycle Assessment – an approach towards achieving circular economy
- 5) Circular Economy applied in the Philippine Industries

B. Philippine Action Plan for Sustainable Consumption and Production (PAP4SCP)

- 1) Assessment of Socioeconomic and Environmental Trends
- 2) Environmental Impacts of the COVID-19 Pandemic
- 3) Legislative Reforms
- 4) Responsible Consumption

C. Conceptual Framework of RA 9003

- 1) Proper Segregation of Solid Waste at Source

D. The Circular Economy And Why We Need It?

E. 7 Point Agenda

- ✓ Environment, Land Use and Energy
- ✓ Climate and Disaster Resilience
- ✓ Urban Regeneration
- ✓ Youth Empowerment
- ✓ Economic Development And Competitiveness
- ✓ SMART City Management
- ✓ Good Governance

F. International Best Practices & Tools on Extended Producer Responsibility

- 1) Linear Economy vs. Circular Economy
 - Linear economy – create waste after use (*dispose*).
 - Circular economy – raw materials are collected and reuse after each use (*maintain*)
- 2) Resolve Framework of EllenMacArthur Foundation (EMF, 2015)
 - 9Rs Framework – Refuse, Reduce, Reuse, Repair, Remanufacture, Re-purpose, Recycle, Recover

G. Circle Lab for Cities

Enabling circular economy solutions for every city

- 1) Addressing impacts along the value chain

H. Key Metrics in Assessing Energy Efficiency and Renewable Energy Solutions Measures Towards Urban Resiliency

✓ **Impression/Comments:**

The speakers are all knowledgeable and experts on the topics they shared/discussed to the participants. There were some speakers who gave examples during discussions though, it would be better if there were audio visual presentations to make it easier to understand and caught the interest of the participants.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

The topics discussed during webinar are very informative and helpful in daily activities at home and at work.

III. RECOMMENDATIONS:

Aside from echoing activity to be conducted by the participant, a face to face learning also be conducted to every field Offices. This will serve as training ground for behavioral improvement as well as the primary tool to acquire more technical knowledge and skills on other expertise to perform effectively and efficiently for the sake of public service.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
1. Conduct echoing and IEC activity at the Office and within the administrative jurisdiction of CENRO Quezon, Palawan	November 7-28, 2022

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

Encourage her to effectively employ the knowledge gained from learning event she attended/participated to make it useful if effectively applied as a tool in the Office and field work. Knowledge, skills and techniques acquired from the said learning event can be more beneficial if properly disseminated and learned by other employees of the Office and eventually applied by others in the field. Moreover, any assistance and guidance shall be extended to her insofar as coordination with the concerned local agencies in the conduct of Information, Education and Communication (IEC) campaign is concerned.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes!

Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses.

- ✓ Conservation, Development and Management Services
- ✓ Technical training in Community Organizing
- ✓ Proper identification and examination of the species in flora and fauna specifically in the province of Palawan


Submitted by:


RICHELLE C. OJARIO
Attendee

October 27, 2022

Date

Noted/Confirmed by:


LEONARD T. CALUYA
CENRO

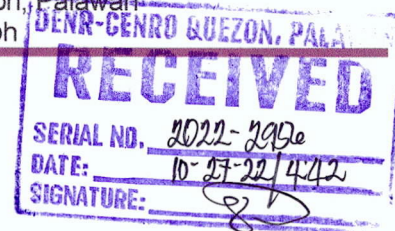


Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan

Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	SHERYL C. BACAN
Office/Service:	CENRO Quezon, Palawan
Training Title:	INTRODUCTORY WEBINAR ON CIRCULAR ECONOMY – 1. A Key Element in Achieving Environment and Natural Resources Component of the Philippines' Nationally Determined Contribution (NDC) 2. Key Metrics in Assessing Energy Efficiency and Renewable Energy Solutions as measures towards urban resiliency
Learning Providers:	Climate Change Service
Inclusive Dates:	October 20 & 25, 2022
Venue:	Via Zoom Conference

I. EVALUATION OF THE COURSE:

• **Technical Content:**

“A Key Element in Achieving Environment and Natural Resources Component of the Philippines' Nationally Determined Contribution (NDC)”

Objectives:

- ✚ Explain circular economy concepts and relevant framework and policies.
- ✚ Gather feedback on interest and gaps on circular economy initiatives of local government and private sector representatives.

1. Circular Economy – an effective strategy to mitigate Climate Change and conserve our Natural Resources.
2. Global Impacts of Climate Change
3. Philippine Action Plan for Sustainable Consumption and Production (PAP4SCP)

“Key Metrics in Assessing Energy Efficiency and Renewable Energy Solutions as measures towards urban resiliency”

Objectives:

- ✚ Aims to provide knowledge transfer to participants on the topics of energy efficiency and renewable energy as part of the building decarbonization process and urban resiliency. Specifically, it aims to provide:
 - Examples of renewable energy solutions in enhancing urban resilience and building decarbonization
 - Context of key metrics in assessing impact of building

efficiency solutions in the SEA region.

1. Enhancing Urban Resilience and Energy Access through Renewable Energy Solutions
 - How do RE solutions enhance urban resilience of cities?
 - What are some examples of successful RE installations in SEA and how are they contributing to the resilience of the communities in these locations?
2. Key Metrics for Assessing Impact of Building Energy Efficiency Solutions.
 - What fundamental metrics are used in assessing the impacts of energy efficiency solutions?
 - What are some examples of successful local government-driven energy efficiency projects in the region?

• Impression/Comments:

The following are the impressions during the lecture, to wit:

- The lectures were very clear, concise, and informative.
- The Objectives of lectures were clearly communicated.
- The topics are relevant and important.
- The speakers speak to the point with good explanation.
- The time and schedule are well-managed.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

This webinar-series enlightened the participants on the renewable energy solutions in enhancing urban resilience and building decarbonization and in assessing impact of building energy efficiency solutions in the SEA region.

II. RECOMMENDATIONS:

The undersigned recommended to conduct learning event like this to the business companies/stakeholders to enlighten them on the concepts of energy efficiency and renewable energy solutions measures towards resiliency.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
To include these topics on the regular IEC of this Office to the communities in the barangay.	January to December 2023

Part 2 (To be prepared by the Supervisor)

How will you support the post Learning Action/Proposal?

By means of discussing the proposed learning action together with the personnel concerned and arrangement of schedule to conduct said proposals, likewise, providing the necessary administrative and technical assistance needed by personnel.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

Yes, _____


Would you be willing to send him/her again to other training/seminar/conference?

Yes / No Others

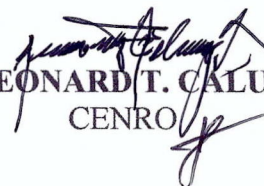
If yes, please specify courses.

Any seminars related to her designation and position.

Submitted by:


SHERYL C. BACAN
Attendee
October 27, 2022

Noted/Confirmed by:


LEONARD T. CALUYA
CENRO