



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

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DENR - MIMAROPA RECORDS SECTION
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19 OCT 2022
☒ INCOMING ☐ OUTGOING
DATE NO.

October 10, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR – MIMAROPA Region
1515 L & S Building, Roxas Blvd., Ermita, Manila

THRU : The Assistant Regional Director
for Management Services


FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED AWARENESS TRAINING ON ISO 14001:2015-
ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)

Respectfully forwarded is the memorandum dated October 5, 2022 from CENRO Quezon, Palawan with regards to the Individual Learning Report of FT II Richelle C. Ojario who attended the training on ISO 14001:2015 –Environmental Management System (EMS) held on September 21-22, 2022 at Selah Pods Hotel, David Corner St., FB Harrison, Pasay City.

For information and record.


FELIZARDO B. CAYATOC

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By 
Date 12 OCT 2022 CN 22-2707



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

October 5, 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

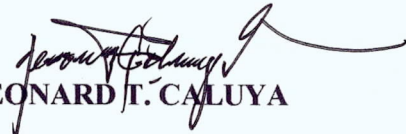
SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT ON THE
ATTENDED AWARENESS TRAINING ON ISO 14001:2015 –
ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)**

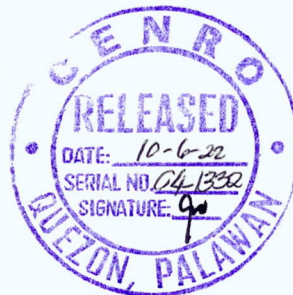
DENR PENRO
PALAWAN RECORDS
RECEIVED

BY: 
DATE: 10-07-2022 12:00 PM 22-9255

Respectfully forwarded is the Individual Learning Report of Forest Technician II, For. Richelle C. Ojario, regarding the attended awareness training on ISO 14001:2015 known as Environmental Management System (EMS) last September 21-22, 2022 at Selah Pods Hotel, David Corner St., FB Harrison, Pasay City.

For your information and record.


LEONARD T. CALUYA



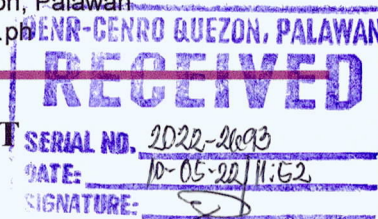


Republic of the Philippines
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National Highway, Bgy. Alfonso XIII, Quezon, Palawan

Email: cenroquezon@denr.gov.ph



INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	RICHELLE C. OJARIO
Office/Service:	DENR-CENRO QUEZON
Training Title:	AWARENESS TRAINING ON ISO 14001:2015 - ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)
Learning Providers:	HUMAN RESOURCE DEVELOPMENT SERVICE (HRDS)
Inclusive Dates:	SEPTEMBER 21-22, 2022
Venue:	SELAH PODS HOTEL, FB HARRISON, PASAY CITY

I. EVALUATION OF THE COURSE:

Technical Content:

The objectives of this awareness training is to equip and enhance the participants in every field offices with technical knowledge and skills required to assess effectively the conformance of Environmental Management System (EMS) according to ISO 14001:2015 standard. This means that not only the technical knowledge will be instilled to the participants, but shall also honed appropriate personal behavior.

The ISO 14001 Standard aims to provide the organization (DENR) with a framework to protect the environment and respond to changing environmental conditions in balance with the socio-economic needs. The said ISO 14001:2015 is intended for use by an organization seeking to manage its environmental responsibilities in a systematic manner that contributes to the environmental pillar of sustainability.

This EMS will provide the organization with information to build success for contributing to sustainable development by:

- ✓ Protecting the environment;
- ✓ Mitigating the potential adverse effect of environmental conditions on the organization;
- ✓ Fulfillment of compliance obligations; and
- ✓ Enhancing environmental performance.

The intended outcomes of an Environmental Management System (EMS) provide value for the environment, the organization and its interested parties.

Consistent with the organization's environmental policy, the intended outcomes of an EMS include:

- ✓ Enhancement of environmental performance;
- ✓ Conforming to compliance obligations; and
- ✓ Fulfillment of environmental objectives.

The following are the topics discussed during the awareness training, to wit:

1. Determining the Scope as part of the EMS Requirements

The organization shall determine the boundaries and applicability of the environmental management system to establish its scope. The scope shall be maintained as documented information and be available to interested parties. When determining this scopes, the organization shall consider:

- a. The external and internal issues;
- b. The compliance obligations;
- c. Its organizational units, functions and physical boundaries;
- d. Its activities and services; and
- e. Its authority and ability to exercise control and influence.

2. Environmental Policy

Top management shall establish, implement and maintain an environmental policy that, within the defined scope of its EMS:

- a) is appropriate to the purpose and context of the organization, including the nature, scale and environmental impacts of its activities;
- b) provides a framework for setting environmental objectives;
- c) includes a commitment to the protection of environment including prevention of pollution;
- d) includes a commitment to fulfill its compliance obligation; and
- e) includes a commitment to continual improvement of the EMS to enhance environmental performance.

3. Environmental Aspects

4. Compliance Obligations

- ✓ a legal requirement that every organization has to comply with.
- ✓ determine how these compliance obligations apply to the organization.

5. Action to address Risks and Opportunities

The organization shall determine those environmental aspects that have or can have significant environmental impact.

6. Environmental Objectives

The environmental objectives shall be:

- ✓ consistent with the environmental policy;
- ✓ measurable (*if practicable*);
- ✓ monitored
- ✓ communicated; and
- ✓ updated as appropriate.

7. Operational Planning and Control

8. Emergency Preparedness and Response

The organization shall establish, implement and maintain the process(es) needed to prepare for and respond to potential emergency situations and shall maintain documented information.

9. Internal Audit

The organization shall conduct internal audits at planned intervals to provide information on whether the EMS:

a) conforms to:

- 1) *the organization's own requirements for EMS; and*
- 2) *the requirements of this International Standard,*

b) it is effectively implemented and maintained.

10. Management Review

- ✓ The top management shall demonstrate leadership and commitment with respect to the environmental management system.
- ✓ They shall review the organization's environmental management system at planned intervals, to ensure its continuing suitability, adequacy and effectiveness.

✓ Impression/Comments:

The speaker is very knowledgeable and experts on the topics he shared/discussed to the participants. He already had a background and a lot of experience when it comes to ISO Certifications. He gave examples during discussions however, it is not designed to the organization where he is presenting or explaining. A detailed explanation tailored to the organization's needs should also be presented so that the participants can more easily understand what should and must be done.

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

The topics discussed during awareness training on ISO 14001- Environmental Management System (EMS) plays a vital role in the daily works done in the workplace or within the AOR of the Office. It emphasized the relevance of self-discipline in complying our environmental obligations in performing everyday task.

III. RECOMMENDATIONS:

Aside from echoing activity to be conducted by the participant, a face to face awareness training related to ISO Certifications 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 activity in the Office 15-30 minutes every Monday forum	September 26 to October 24, 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.

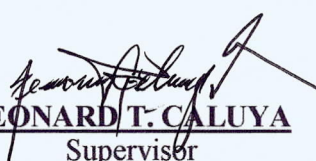
- ✓ Conservation, Development and Management Services
- ✓ Technical training in Community Organizing
- ✓ Proper identification and examination of the species in flora and fauna specifically in the province of Palawan

Submitted by:


RICHELLE C. OJARIO
Attendee

October 5, 2022
Date

Noted/Confirmed by:


LEONARD T. CALUYA
Supervisor