



10

October 24, 2022

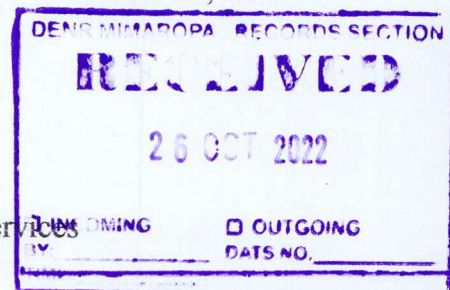
MEMORANDUM

FOR : The Regional Executive Director
MIMAROPA Region

THRU : The Assistant Regional Director for Technical Services

FROM : The In Charge, Office of the 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 October, 2022.

Based on the report, the following activities were undertaken:

1. Monitored the ENGP CY 2021 established plantation sites on 2nd year maintenance and protection within the jurisdiction of CENRO Roxas;
2. Reviewed the submitted documents of CENRO Roxas for the release of retention money;
3. Visited and monitored the clonal nursery and IPTs site;
4. Reviewed and consolidated the geo-tagged photos of the CENROs on the 2nd year maintenance and protection activities;
5. Updated and Maintained NGP Financial performance of 2021 establishment;
6. Monitored the status of activities conducted by the PO within ELCAC Barangays;
7. Coordinated to ENGP Partners regarding the inspection/validation of accomplishment for the second semester of ENGP 2nd year maintenance and protection;
8. Prepared daily accomplishment report;
9. Monitored the maintenance and protection activities such as brushing/ring weeding, fertilizer application, establishment of firelines, and foot patrol; and
10. Prepared and submitted ENGP monthly accomplishment report.


ALMA E. GIBE



DENRPENR02210000081

Summarized Monthly Report of Forest Extension Officers (FEOs) and Technical Staff hired under NGP
for the month of: October, 2022

TEMPLATE 03. Summarized Monthly Report of Forest Extension Officers (FEOs) and Technical Staff hired under NGP.

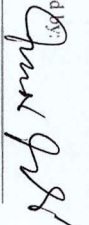
PERSONAL INFORMATION										WORK ASSIGNMENT									
NO.	REGION	FAMILY NAME	GIVEN NAME	M.I.	PLACE OF ASSIGNMENT (REGIONAL OFFICE/PENRO/CENRO)		DESIGNATION	COUNT OF ASSIGNED NGP SITES (NO.)		AREA OF ASSIGNED NGP SITE IN HECTARE	ACTUAL ACCOMPLISHMENTS BY CATEGORY (Pls. include all other tasks assigned 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	NGP ACTIVITIES (SMP, Sdng, Prodn., Plantn, Estab., M&P V11-3)	TRAININGS & WORKSHOPS ATTENDED	TECHNICAL ASSISTANCE ASIDE FROM NGP PARTNER ORGANIZATION	OTHERS (Officer of the Day, Document follow-up, etc.)			
PENRO ORIENTAL MINDORO										10		740							
1	MMAROPA	BISOMBRE	SHARMAINE	M.	ORIENTAL MINDORO		Project Monitoring and Evaluation Officer	10		740			1. Reviewed and consolidated the submitted templates for monthly report on physical and financial accomplishment of CENRO Socorro for the ENGP CY 2022 2nd year maintenance and protection		1. Reviewed the submitted documents of CENRO Roxas for the release of retention money				
													2. Consolidated the "Summarized Monthly Report of Forest Extension Officers (FEOs) and Technical Staff hired under NGP within CENRO Socorro		2. Assisted in the compliance on IAS observation and recommendation				
													3. Submitted the consolidated ENGP monthly accomplishment report of CENRO Roxas and Socorro		4. Assisted in the meeting regarding the COA AQM				
													4. Prepared and submitted the "Status of NGP Activities Physical and Financial Accomplishments"						
													5. Consolidated the geo-tagged photos of CENRO Socorro on maintenance and protection activities						
2	MMAROPA	PANALIGAN	ALBERT	J.	ORIENTAL MINDORO		Project Monitoring and Evaluation Officer	10		740			1. Monitored the ENGP establishment sites of 2nd year maintenance and protection within the CENRO Roxas area of jurisdiction		1. Visited and monitored clonal nursery and IPT's site	1. Sorted files of Memorandum covering the month of August to September 2022			
													2. Prepared travel and other document regarding NGP monitoring activities in CENRO Roxas		2. Reviewed the submitted monthly accomplishment report of CENRO Roxas on the maintenance and Protection of Individual Plus Trees	2. Sorted and filed NGP documents			
													3. Consolidated the monthly report of Forest Extension Officers (FEOs) and technical staff hired under NGP within CENRO Roxas						
													4. Reviewed and consolidated the submitted templates for monthly accomplishment report of CENRO Roxas for the ENGP CY 2022 2nd year maintenance and protection						
													5. Reviewed and consolidated the geo-tagged photos for monthly accomplishment report of CENRO Roxas for the ENGP CY 2022 2nd year maintenance and protection activities						
3	MMAROPA	SALAZAR	NESIREE	A.	ORIENTAL MINDORO		Accounting Clerk						1. Maintained and updated the NGP Registry Book						
													2. Updated and Maintained NGP Financial performance of 2021 establishment						

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)	TRAININGS & WORKSHOPS ATTENDED	TECHNICAL ASSISTANCE ASIDE FROM NGP PARTNER ORGANIZATION	OTHERS (Officer of the Day, Document follow-up, etc.)	
					REG'L OFFICE / PENRO	CENRO		CY 2022	CY 2021 or older	CY 2022	CY 2021 or older					
2	MIMAROPA	NAMBIO	JOYET	M	ORIENTAL MINDORO	SOCORRO	Forest Extension Officer	2	0	163	0	1. Prepared necessary documents for the release of retention money of the eight (8) concerned People's Organizations (PO's). 2. Prepared other necessary NCEP related communications. 3. Prepared monthly Accomplishment Report such as List of Contract, Maintenance and Protection, Financial and Physical Accomplishment; monthly Report of Forest Extension Officers; Summarized Report of Accomplishment of PO's. 4. Monitored the maintenance and protection activities such as brushing/ring weeding, fertilizer application, establishment of firelines, and foot patrol of Samahang Mangyan Iraya Tingo sa Kaularan (SMITK) by Victor Bartolome located at Brgy. Villador, Puerto Galera, Oriental Mindoro 5. Monitored the maintenance and protection activities such as brushing/ring weeding, fertilizer application, establishment of firelines, and foot patrol of Samahang Iraya SISA represented by Rocky Limnibay located at Brgy. Tabina, Puerto Galera, Oriental Mindoro				

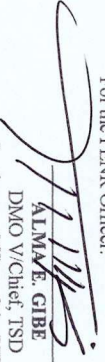
Consolidated by:


JOEL D. MONILLO
Forester II, District NGP Coordinator

Reviewed by:


AMOR D. ASI
Forester III/Chief, CDS

For the PENR Officer:


ALMAYE GIBE
DMO V/Chief, ISD
In-charge, Office of the PENRO