

Republic of the Philippines Department of Environment and Natural Resources

MIMAROPA Region

Provincial Environment and Natural Resources Office Oriental Mindoro

October 24, 2022

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**MEMORANDUM** 

FOR : The Regional Executive Director

MIMAROPA Region

THRU: The Assistant Regional Director for Technical Services OMING

**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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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



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## 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.

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NO.	REGION	EAMII Y NAME	GIVEN NAME	- T	PLACE OF ASSIGNMENT (REGIONAL OFFICE/PENRO/CENRO)	MENT NRO)	DESCRIPTION	COU ASSIGN SITE/	COUNT OF ASSIGNED NGP SITE/S (NO.)	AREA OF NGP 1 HEC	AREA OF ASSIGNED NGP SITE IN HECTARE		MENT/S BY CATEGORY (Pls. include all other	ACTUAL ACCOMPLISHMENT/S BY CATEGORY (Pls. include all other tasks assigned to FEOs and Technical Staff whether related to eNGP or not	ed to eNGP or not)
					REG'L OFFICE CE	CENRO		CY 2022	CY 2021 or older	CY 2022	CY 2021 or older	NGP ACTIVITIES (SMP, Sding, Prodn., Plantn. Estab., M& P Yrl-3)	TRAININGS & WORKSHOPS ATTENDED	TECHNICAL ASSISTANCE ASIDE FROM NGP PARTNER ORGANIZATION	OTHERS (Officer of the Day, Document follow-up, etc.)
PEN	PENRO ORIENTAL MINDORO	L MINDORO		+				10		740					
-	MIMAROPA	BISLOMBRE	SHARMAINE	X O	ORIENTAL MINDORO	9	Project Monitoring and Evaluation Officer	10		740					
												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		Reviewed the submitted documents of CENRO Roxas for the release of retention money	
												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 AOM	
												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	MIMAROPA	PANALIGAN	ALBERT	. v o	ORIENTAL MINDORO	7	Project Monitoring and Evaluation Officer	10		740					
												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 IPTs site	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		Reviewed the submitted monthly accomplishment report of CENRO Roxas on the maintenance and Protection of Individual Plus Trees	2. Sorted and filed NGP documents
												Consolidated the monthly report of Forest Extension Officers (FEOs) and technical staff hired under NGP within CENRO Roxas			
												Reviewed and consolidated the submitted templates for monthly accomplishment report of CENRO Roxas for the ENGP CY 2022 2nd year maintenance and protection			
												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			
ω	MIMAROPA	SALAZAR	NESIREE	A NO	ORIENTAL MINDORO		Accounting Clerk								
												1. Maintained and updated the NGP Registry Book			
												2. Updated and Maintained NGP Financial performance of 2021 establishment			

		PERSON	PERSONAL INFORMATION				•					WORK ASSIGNMENT	GNMENT		
NO.	REGION	CAMII V NAME	CIVEN NAME	<u> </u>	PLACE OF ASSIGNMENT (REGIONAL OFFICE/PENRO/CENRO)	SIGNMENT NAL O/CENRO)	DESIGNATION	COUNT OF ASSIGNED NGP SITE/S (NO.)		AREA OF ASSIGNED NGP SITE IN HECTARE	SSIGNED TE IN ARE	ACTUAL ACCOMPLISH	MENT/S BY CATEGORY (Pls. include all other t	ACTUAL ACCOMPLISHMENT/S BY CATEGORY (Pis. include all other tasks assigned to FEOs and Technical Staff whether related to eNGP or not)	to eNGP or not)
		TOWNER WANTE			REG'L OFFICE / PENRO	CENRO		CY 2022	CY 2021 or older	CY 2022	CY 2021 or older	NGP ACTIVITIES (SMP, Sdlng. Prodn., Plantn. Estab., M& P Yr1-3)	TRAININGS & WORKSHOPS ATTENDED	TECHNICAL ASSISTANCE ASIDE FROM NGP PARTNER ORGANIZATION	OTHERS (Officer of the Day, Document follow-up, etc.)
CEN	CENRO ROXAS							6		370					
-	MIMAROPA	AÑONUEVO	GARRY	T.	ORIENTAL MINDORO	ROXAS	Forest Extension Officer	ω	0	214	0				
												1.Monitored the status of activities under Maintenance and Protection of ENGP FY 2021 Established Plantation for the 2nd sem target located at Brgys. Cabugao and San Isidro, Bulalacao			
												2. Monitored the status of activities conducted by the PO within ELCAC Barangay of San Isidro, Bulalacao			
												3. Coordinated to ENGP Partners regarding the inspection/validation of accomplishment for the second semester of ENGP 2nd Year Maintenance and Protection			
												4. Prepared daily accomplishment report			
2	MIMAROPA	LUBOS	JAYSON	T.	ORIENTAL MINDORO	ROXAS	Forest Extension Officer	w	0	156	0				
												Monitored the status of activities under Maintenance and Protection of ENGP FY 2021 Established Plantation for the 2nd sem target located at Brgy. Balugo, Mansalay, Oriental Mindoro and Brgy.  Milagrosa, Bulalacao			
												2.Monitored the status of activities conducted by the PO within ELCAC Barangay of Milagrosa, Bulalacao			
												Coordinated to ENGP Partners regarding the inspection/validation of accomplishment for the second semester of ENGP 2nd Year Maintenance and Protection			
												4. Prepared daily accomplishment report			
CEN	CENRO SOCORRO	RO						4		370					
-	MIMAROPA	ARGUELLES	ADRIAN	G	ORIENTAL MINDORO	SOCORRO	Forest Extension Officer	2	0	207	0				
												Assisted in preparation of other necessary NGP related communications			
												2. Monitored the maintenance and protection activities such as brushing/ring weeding, fertilizer application, establishment of firelines, and foot patrol of Kasaiyan Guraan Mangyan ng Puerto Galera, Oriental Mindoro represented by Maning Sinduraan located at Brgy. Tabinay, Puerto Galera, Oriental Mindoro			
												3. Assisted in Preparation of Monthly Accomplishment Report.			

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	REGION		MIMAROPA		1				
PERSONA	FAMILY NAME		NAMBIO						
PERSONAL INFORMATION	GIVEN NAME		JOVET						
	<u> </u>		Z Z						
	PLACE OF ASSIGNMENT (REGIONAL OFFICE/PENRO/CENRO)	REG'L OFFICE / PENRO	ORIENTAL S						
	GNMENT AL (CENRO)	CENRO	OCORRO F						
	DESIGNATION		SOCORRO Forest Extension Officer						
	COUNT OF ASSIGNED NGP SITE/S (NO.)	CY 2022	2						
		CY 2021 or older	0						
	AREA OF ASSIGNED NGP SITE IN HECTARE	CY 2022	163						
	SSIGNED TE IN ARE	CY 2021 or older	0						
WORK ASSIGNMENT	ACTUAL ACCOMPLISHME	NGP ACTIVITIES (SMP, Sding, Prodn., Plantn, Estab., M& P Yrf-3)		Prepared necessary documents for the release of retention money of the eight (8) concerned People's Organization's (PO's).	2. Prepared other necessary NGP 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.	Monitored the maintenance and protection activities such as brushing/ring weeding, fertilizer application, establishment of firelines, and foot patrol of Samahang Mangyan fraya Tungo sa Kaundram (SMITK) by Victor Bartolome located at Brgy. Villaflor, Puerto Galera, Oriental Mindoro	5. Monitored the maintenance and protection activities
NMENT	ENT/S BY CATEGORY (Pls. include all other	TRAININGS & WORKSHOPS ATTENDED							
	ACTUAL ACCOMPLISHMENT/S BY CATEGORY (Pis. include all other tasks assigned to FEOs and Technical Staff whether related to eNGP or not)	TECHNICAL ASSISTANCE ASIDE FROM NGP PARTNER OTHERS (Officer of the Day, Document follow-up organization etc.)							
	ated to eNGP or not)	OTHERS (Officer of the Day, Document follow-up etc.)							

Consolidated by:

MONILLO LINEP Coordinator

AMOR D. ASI
Forester III/Chief, CDS

For the PENR Officer:

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