



September 23, 2022

MEMORANDUM

FOR : The Regional Executive Director
MIMAROPA Region

THRU : The Regional NGP Coordinator

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 September, 2022.

Based on the report, the following activities were undertaken:

1. Assisted in the site preparation of conducted Simultaneous Tree Planting Activity with DILG at Brgy. Rosacara, Bansud, Oriental Mindoro;
2. Monitored the status of 2nd Year Maintenance and Protection activities of ENGP FY 2021 Established Plantation;
3. Reviewed the submitted documents of CENRO Socorro for the release of retention money;
4. Assisted in the compliance on IAS observation and recommendation;
5. Updated and maintained NGP financial performance of 2021 establishment.
6. Provided technical assistance of the ENGP family beneficiaries in producing seedlings/propagules for the replanting of mortality;
7. Participated in International Coastal Cleanup (ICC) day;
8. Assisted the POs on the ENGP CY 2022 2nd year maintenance and protection activities; and
9. Prepared necessary documents for the release of retention money of the eight (8) concerned POs.

For your information and record.


ALMA E. GIBE



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or related to ENGP or not)	
OTHERS (Officer of the Day, Document follow-up, etc.)	
1. Participated in the conduct of International Coastal Cleanup (ICC) 2022 at Brgy. Navotas, Calapan City, Oriental Mindoro	
1. Sorted the Memorandum Files for the month of September, 2022	
2. Participated in the conduct of International Coastal Cleanup (ICC) 2022 at Brgy. Navotas, Calapan City, Oriental Mindoro	

