



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

DENR MIMAROPA REGIONAL OFFICE	
RECEIVED	
05 SEP 2022	
IN	OUTGOING
DATE NO.	

August 31, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR, MIMAROPA Region

FROM : The In-Charge, PENRO Oriental Mindoro

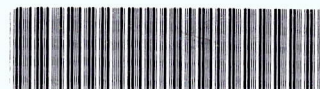
SUBJECT : **HIGHLIGHTS OF THE CONDUCTED PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING**

Respectfully submitting herewith the highlights of the above-mentioned PENRO/CENRO FDU meeting conducted face-to-face on August 19, 2022 for CENRO Roxas at CENRO Roxas, San Mariano, Roxas, Oriental Mindoro and on August 22, 2022 for CENRO Socorro at Provincial Demo Farm, Brgy. Merit, Victoria, Oriental Mindoro. This was attended by the personnel concerned per PENRO Special Order No. 2022-079 dated August 10, 2022.

IATF guidelines on the implementation of minimum health protocol on gatherings/meetings was strictly observed during the duration of the meeting.

For your information.

TSD CHIEF ALMA E. GIBE
In-Charge, PENRO Oriental Mindoro



DENRPENRO2209000007



HIGHLIGHTS ON THE CONDUCTED PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING FOR CENRO SOCORRO

Provincial Demo Farm, Brgy. Merit, Victoria, Oriental Mindoro
August 22, 2022

Attendance:

See attached Attendance Sheet.

Agenda:

1. Presentation of FY 2022 Physical and Financial Accomplishment as of July 2022.
2. Updates on the Implementation of PAPs and Catch-Up Plan for Backlogs
3. Presentation of 1st Semester Report on the Streamlining and Process improvement of Critical Services
4. Updates on Technical Services
5. Updates on Management Services
6. Issues and Concern by CENRO
7. Other Matter

The PENRO Oriental Mindoro through the Planning Section conducted PENRO/CENRO Full-Time Delivery Unit (FDU) Meeting for CENRO Socorro on August 22, 2022. The meeting was held face to face for all participants following the minimum health standard protocol on the conduct of meetings/gatherings. Preliminary activities were undertaken and an opening remark was delivered by the CENRO Rodel Boyles and welcomed the participants. Participants attended the meeting were acknowledged per PENRO Special Order No. 2022-079 dated August 10, 2022.

Planning Officer Corazon E. Pudiquet presented the status of FY 2022 Physical and Financial Accomplishment of the province as of July 2022 per Approved Work and Financial Plan. Remaining unaccomplished P/A/Ps were also discussed to cope up with the desired output. The following were the discussions per P/A/Ps.

P/A/Ps / Indicators	Office	Target	Comments/Remarks/Agreements
General Administration and Support Services			
Maintenance of Office Equipment and Motor Vehicle	C-Socorro		Utilize the remaining funds allotted.
Information, Education and Communication Campaign			
Other Matter: I. Use of Tarpaulins			Avoid the use of tarpaulins in all activities.



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2. No to single-use of plastics			Reminder for the implementation of no-to-single-use plastics in all activities and offices.
Forest Management Services under Formulation			
Hiring of Data Encoder (eFIS)	PENRO	1	Continuous updating and encoding of Tenurial Instrument to EFIS. For updating of usernames and passwords.
Resurveying and Mapping of Existing Tenurial Instruments	C-Socorro	1116.08	Although the area resurveyed decreases and the target based on WFP was not attained, the activity was considered 100% accomplished.
Enforcement and Regulatory Program			
Intensification of Forest revenue collection	C-Socorro		Revenue collection increases due to the unforeseen forest charges.
Involvement of Forest Communities in Forest Protection works – meetings conducted	C-Socorro	1	2 meetings conducted.
Apprehension of undocumented forest products including NTFPs, vehicles, equipment and other implements thru proper channels	C-Socorro		Submit Quarterly consolidated apprehension report as MOV. Low fund Utilization.
Hiring of Legal Researcher	C-Socorro		Request for modification of allotment to Hiring of additional FPO
Implementation of Lawin Forest and Biodiversity Protection System – distance Patrolled	C-Socorro	600	Clarification on the Quality Patrol as discussed in previous Training Workshop attended by Lawin Data Managers. Issue to be raised to Regional Office re: the clarification on the reporting and rectification of reported lawin data.
Assessment of CSC (devolved CSC) including expired, expiring, outside CBFMA	C-Socorro	115	To be reported 100% by the end of August 2022.
Compliance monitoring of Certificate of Wildlife Registration (CWR)	C-Socorro	1	To be accomplished by September 2022.



Soil Conservation and Watershed Management			
Conduct of continuing inventory of Water Users	C-Socorro	10	Target accomplished. Referral of accomplishment should be to CDS.
Conduct of Identification and mapping of Water Sources	C-Socorro	10	
Accept and verify water permit application	C-Socorro	4	Target accomplished. RPS Activity
<i>Other Matter</i> 1. <i>Involvement of DENR in the Monitoring of the issued Water Permit application</i>			<i>Issue to be raised to Regional Management Conference.</i>

Utilization of allotment for each Programs/Activities/Projects were also presented along with the P/A/Ps.

Issues and concern of the CENRO Socorro were also presented and discussed as follows:

1. LAWIN Implementation - Clarification on the Quality Patrol as discussed in previous Training Workshop attended by Lawin Data Managers. Issue to be raised to Regional Office re: the clarification on the reporting and rectification of reported lawin data.
2. CENRO Socorro will manage and maintain the DENR Monitoring Station/Office at San Isidro, Puerto Galera, Oriental Mindoro.
3. Informing the management regarding request of LGU of Puerto Galera to get a share from the donated parcel of land in San Isidro, Puerto Galera, Oriental Mindoro. This issue will be raised to Regional Office.
4. Request to use the RTK by the CENRO field officers in survey activity. It was resolved that the PENRO will manage the use of RTK and can be borrowed by CENRO in their activities and should maintain clean and functional after every use before returning back to PENRO.

Planning Officer II Nestor Mira, Jr. presented the 1st Semester Report on the Streamlining and Process Improvement of Critical Services (SPICS). He also added the updating of all maps for the updating of one-control map of the province and the submission of all MOVs for the accomplished PAPs.

Updated on Technical Services was delivered by the PENRO Section Chiefs as follows:

1. CDS – Scheduled Workshop on 5-year Operational Plan for River Basin on September 7-9, 2022.
2. NGP – Enrichment planting with guidelines. Requested for delisting of target (8 hectares).
3. MES – Apprehension report should be consolidated quarterly and submitted to PENRO and will served as MOV.



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4. MES – Submit the issued CSC for encoding to EFIS.
5. MES – Price monitoring will not be exclusive only to lumber dealer.

Chief MSD Maricel V. Supleo gave her updates on Management Services as follows:

1. Financial Status and Utilization.
2. COA Audit Findings on National Greening Project and Regular Activities.
3. Compliance to Gender and Development Plans. The construction of Gender rest Room.
4. Submission of Individual Learning Report for the attendees of Training/Workshop.
5. For appraisal of property for disposal.
6. Submit documentation and report on the distribution of Covid 19 Supplies.
7. To prioritize attendance to Training/Workshop with an issued Special Order.
8. Update on the Scheduled Pre-Screening of the applicants on the vacant positions in DENR Oriental Mindoro.
9. FY 2023 National Expenditure Program (NEP) was released.
10. BAC – To inform and invite the Auditor thru letter regarding the completed projects/procurements for inspection.

After the issues and concerns have been resolved and having no other matters to discuss, the FDU meeting was closed by the TSD Chief Alma E. Gibe by giving her closing remarks. The meeting ended at 5:30 pm.

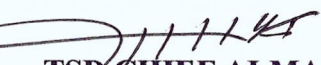
Prepared by:


JEZREEL JOHN M. MATRE
Planning Officer I

Reviewed by:


CORAZON E. PUDIQUET
PO III/Chief, Planning Section

Noted by:


TSD CHIEF ALMA E. GIBE
In-Charge, PENRO Oriental Mindoro



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Provincial Environment and Natural Resources Office

PHOTO DOCUMENTATION

HIGHLIGHTS ON THE CONDUCTED PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

Provincial Demo Farm, Brgy. Merit, Victoria, Oriental Mindoro



Preliminary Activities (Prayer, Singing of the National Anthem, Welcome Remarks and Acknowledgement of Participant)



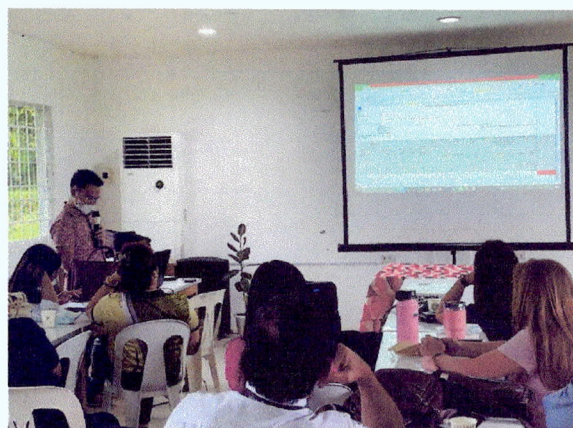
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Presentation of FY 2022 Physical and Financial Accomplishment as of July 2022 and
Updates on the Implementation of PAPs and Catch-Up Plan for Backlogs





Presentation of 1st Semester Report on the Streamlining and Process improvement of Critical Services



Updates on Mangement and Technical Services





Issues and Concerns by CENRO Socorro





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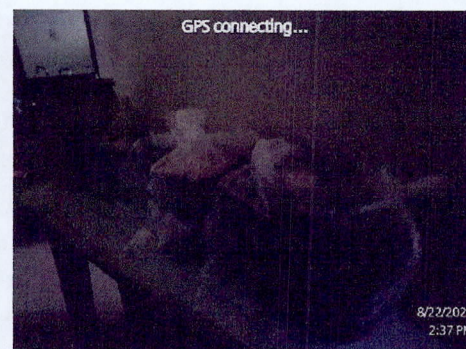
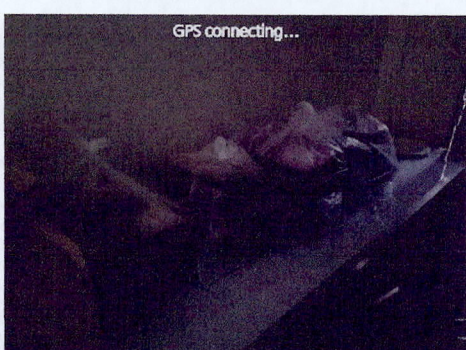
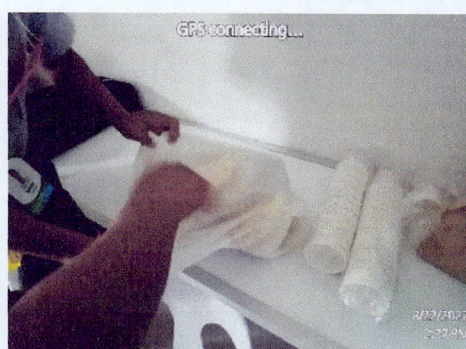
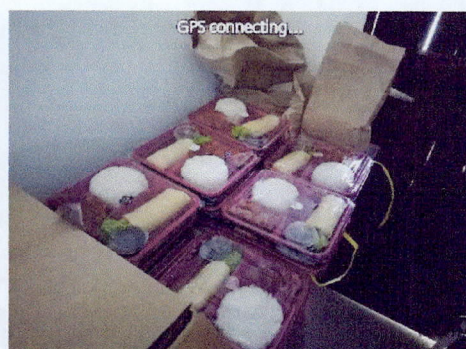
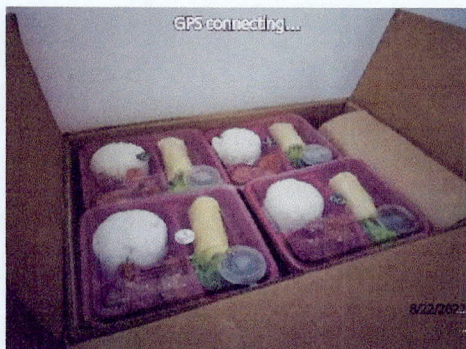
Closing Remarks by PENRo Alma Gibe





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Provision of Food for the Conduct of PENRO/CENRO Full-Time Delivery Unit Meeting





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PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

Provincial Demo Farm – Brgy. Merit, Victoria, Oriental Mindoro

DATE: August 22, 2022

	NAME	SEX		POSITION/OFFICE	SIGNATURE
		M	F		
1.	JERREEL JOHN M. MATHE	/		POI / PENRO	
2.	Nestor G. MIG, Jr.	/		PO II / PENRO	
3.	MYLA GEMMA CAMBON		/	FT II / PENRO	
4.	NELSON S. SIKAT	/	x	Adm. Asst. VI / PENRO	
5.	Enns D. MORENO-Mercina		/	ENG. III	
6.	Delia T. Almara		/	LMO III	
7.	Pich Darnadag	/		SEMS	
8.	DR. NATASHA FORTU		/	PORT	
9.	Nestor M. Cuatay	/		Pho IV	
10.	MARITES B. LANDUAN		/	Off. in-charge Budget	
11.	PLACIDO V. SUPLO		/	Off. in-charge	
12.	Jama Anthony D. Guardu	/		FI	
13.	Eng. Bela Cruz		/	FI	
14.	ADRIAN V. CATUD	/		FI	
15.	Emily Aguilon		/	FI	
16.	RICKARD OJIVUKO	/		SEMS	
17.	Amor D. ASI	/		For. Lia	
18.	JOSE MARIA M. FONTANILLA	/		ECOMS I	
19.	Maria Alva Renelyn A. Callanmaki	/		Off. III	
20.	Evelyn C. Mami		/	FOR - II	
21.	KEVIN I. CORPUZ	/		FI	
22.	Romaldo Sano	/		ICA II	
23.	RODEL M. BOYLES	/		CENRO Officer	
24.	Rayson C. Alpana	/		ECOMS I / In-charge Admin.	
25.	Aima E. Gike	/		DMD V / PENRO	
26.	Corazon E. Pudignil	/		PO III / PENRO	
27.	Leo G. Capon	/		DMD IV	
28.	FLORENTINO A. CORNEL	/		AAIY	
29.	CULIA GILBERTO A	/			
30.	Edmar B. Bistombu	/		driver	
31.	ANGELITO ACEDERA	/		driver	
32.	GIL BAZARUA	/		driver	

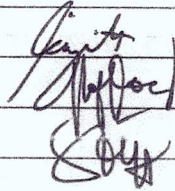


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PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

Provincial Demo Farm – Brgy. Merit, Victoria, Oriental Mindoro

DATE: August 22, 2022

	NAME	SEX		POSITION/OFFICE	SIGNATURE
		M	F		
33.	ERIC C. GITO	/		PMF	
34.	Romelyn Flores		/	PSG	
35.	RITA C. LIMAG	/			
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HIGHLIGHTS ON THE CONDUCTED PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING FOR CENRO ROXAS

Brgy. San Mariano, Roxas, Oriental Mindoro
August 19, 2022

Attendance:

See attached Attendance Sheet.

Agenda:

1. Presentation of FY 2022 Physical and Financial Accomplishment as of July 2022.
2. Updates on the Implementation of PAPs and Catch-Up Plan for Backlogs
3. Presentation of 1st Semester Report on the Streamlining and Process improvement of Critical Services
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6. Issues and Concern by CENRO
7. Other Matter

The PENRO Oriental Mindoro through the Planning Section conducted PENRO/CENRO Full-Time Delivery Unit (FDU) Meeting for CENRO Roxas on August 19, 2022. The meeting was held face to face for all participants following the minimum health standard protocol on the conduct of meetings/gatherings. Preliminary activities were undertaken and an opening remark was delivered by the CENRO Caesar Quebec and welcomed the participants. Participants attended the meeting were acknowledged per PENRO Special Order No. 2022-079 dated August 10, 2022.

Planning Officer Corazon E. Pudiquet presented the status of FY 2022 Physical and Financial Accomplishment of the province as of July 2022 per Approved Work and Financial Plan. Remaining unaccomplished P/A/Ps were also discussed to cope up with the desired output. The following were the discussions per P/A/Ps.

P/A/Ps / Indicators	Office	Target	Comments/Remarks/Agreements
General Administration and Support Services			
Other Matter: 1. Submission of MOVs for accomplished GASS activities			The Planning Section shall be furnished with the copy of MOVs for all target activities under GASS.
Gender and Development, Senior and PWD			In compliance to the impositions such as GAD, PWD and Senior Citizens.



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			Preparation of pertinent documents such as Program of Works, Cost Estimates and Design was instructed to CENRO for the building improvement – construction of Senior and PWD Client's Waiting Area.
Information, Education and Communication Campaign			
Radio program aired DENR special events	C-Roxas	2	Target activity to be delivered by the end of September 2022.
Other Matter: 1. Use of Tarpaulins 2. No to single-use of plastics			Avoid the use of tarpaulins in all activities. Reminder for the implementation of no-to-single-use plastics in all activities and offices.
Forest Management Services under Formulation			
Hiring of Data Encoder (eFIS)	PENRO	1	Continuous updating and encoding of Tenurial Instrument to EFIS. For updating of usernames and passwords.
Resurveying and Mapping of Existing Tenurial Instruments	C-Roxas	681.92	The accomplishment exceeded as a result of the survey of Tenurial Instrument.
Enforcement and Regulatory Program			
Involvement of Forest Communities in Forest Protection works – meetings conducted	C-Roxas	1	Meeting to be conducted by September 2022. Fourth Quarter Target.
Apprehension of undocumented forest products including NTFPs, vehicles, equipment and other implements thru proper channels	C-Roxas		Submit Quarterly consolidated apprehension report.
Implementation of Lawin Forest and Biodiversity Protection System – distance Patrolled	C-Roxas	600	Clarification on the Quality Patrol as discussed in previous Training Workshop attended by Lawin Data Managers. Issue to be raise to Regional Office re: the clarification on the reporting



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			and rectification of reported lawin data.
Assessment of CSC (devolved CSC) including expired, expiring, outside CBFMA	C-Roxas	115	22 CSC for preparation of assessment report and endorsement to PENRO.
PA, Caves & Wetland Development and Management			
Caves assessed (no.)	C-Roxas	1	Already conducted assessment and for submission of the report to PENRO.
Wildlife Resources Conservation			
WRC maintained	C-Roxas	1	Status report shall be submitted to PENRO.
Coastal and Marine Ecosystems Management & Protection			
TA on ICM LGUs/NGOs/Stakeholders assisted on assessment of ICM Plan	PENRO	1	Submit status of Activity.
TA on MPA networking for LGU managed MPA -VIP	PENRO	1	Submit status of Activity.
Land Management Sub-Program			
Residential Lot Surveyed (no.)	C-Roxas	145	On-going lot survey activity at Quinabigan, Pinamalayan, Oriental Mindoro.
Residential FP Issued/transmitted (no) (has.)	C-Roxas	130	On-going processing of patents for 21 & 26 approved lots.
Lot survey (no.) Agricultural Patent	C-Roxas	25	There were 8 lots surveyed to date.
Agricultural Patent Transmitted/ issued (no.)	C-Roxas	20	Third Quarter Target
RLTA Preparation of CCM (Bansud)	C-Roxas	13	Catch-up plan will be prepared for the remaining unaccomplished activity for RLTA. Should be accomplished by September.
RLTA Land Tenure Profile (Bansud)	C-Roxas	13	4 barangays were accomplished. Review of the Contract of the Enumerator. The hired enumerator and data encoder shall accomplish the target prior to the end of their contract. The PENRO initiated to support the activity thru utilization of the



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			Contingency fund in order to accomplish the RLTA activities in time. Utilization of Permanent personnel in the activities of RLTA. Should be accomplished by the end of September 2022.
Draft proclamation prepared and indorsed to LMB (no.)	C-Roxas	1	To follow the required MOV in the UWM
ADR proceedings conducted with report submitted Cases resolved/decided(no.)	C-Roxas	8	To be accomplished by the end of September.
<i>Other Matter on Lands</i> 1. Utilization of Funds 2. Additional Deputation of Personnel			<i>Utilize the remaining funds from accomplished PAPs. To train and deputize additional Public Land Investigator (DPLI)</i>
Forest Development, Maintenance & Protection E-NGP			
Maintenance and Protection of Established Plantations 2 nd year plantation	C-Roxas	370	On-going M&P activities
Establishment of Forest Nursery -nursery operationalized with basic facilities for seedling production established (no.)	C-Roxas	1	Produce at least 10,000 seedlings for the established nursery at So. Banti, Brgy. San Roque, Bulalacao
Soil Conservation and Watershed Management			
Conduct of continuing inventory of Water Users	C-Roxas	10	Target accomplished.
Conduct of Identification and mapping of Water Sources	C-Roxas	10	
Accept and verify water permit application	C-Roxas	4	Target accomplished.

Utilization of allotment for each Programs/Activities/Projects were also presented along with the P/A/Ps.



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Planning Officer II Nestor Mira, Jr. presented the 1st Semester Report on the Streamlining and Process Improvement of Critical Services (SPICS). As agreed during presentation for the issuances of permits, a letter/email/text message informing the availability of the document requested be sent to the client until the document release shortly.

Chief MSD Maricel V. Supleo gave her updates on Management Services as follows:


1. Financial Status and Utilization.
2. COA Audit Findings on National Greening Project and Regular Activities.
3. Compliance to Gender and Development Plans. The construction of Gender rest Room.
4. Submission of Individual Learning Report for the attendees of Training/Workshop.
5. To prioritize attendance to Training/Workshop with an issued Special Order.
6. Update on the Scheduled Pre-Screening of the applicants on the vacant positions in DENR Oriental Mindoro.

Issues and concern of the CENRO Roxas were also presented and discussed as follows:

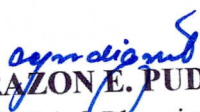
1. Guidelines on the survey of legal easement. To determine the authorized office to conduct the activity.
2. To review the Memorandum of Understanding (MOU) between DOST-DENR-BLGU of San Juan regarding DOST Project at Brgy. San Juan, Bulalacao, Oriental Mindoro.

After the issues and concerns have been resolved and having no other matters to discuss, the FDU meeting was closed by the TSD Chief Alma E. Gibe by giving her closing remarks. The meeting ended at 4:00 pm.

Prepared by:


JEZREEL JOHN M. MATRE
Planning Officer I

Reviewed by:


CORAZONE E. PUDIQUET
PO III/Chief, Planning Section

Noted by:


TSD CHIEF ALMA E. GIBE
In-Charge, PENRO Oriental Mindoro



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Prepared by:

Reviewed by:


JEZREEL JOHN M. MATRE
Planning Officer I


CORAZONE E. PUDIQUET
PO III/Chief, Planning Section

Noted by:


TSD CHIEF ALMA E. GIBE
In-Charge, PENRO Oriental Mindoro



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HIGHLIGHTS ON THE CONDUCTED PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

CENRO Roxas, Brgy. San Mariano, Roxas, Oriental Mindoro



Preliminary Activities (Prayer, Singing of the National Anthem, Welcome Remarks and Acknowledgement of Participant)



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CENRO Roxas, Brgy. San Mariano, Roxas, Oriental Mindoro



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Presentation of FY 2022 Physical and Financial Accomplishment as of July 2022 and
Updates on the Implementation of PAPs and Catch-Up Plan for Backlogs





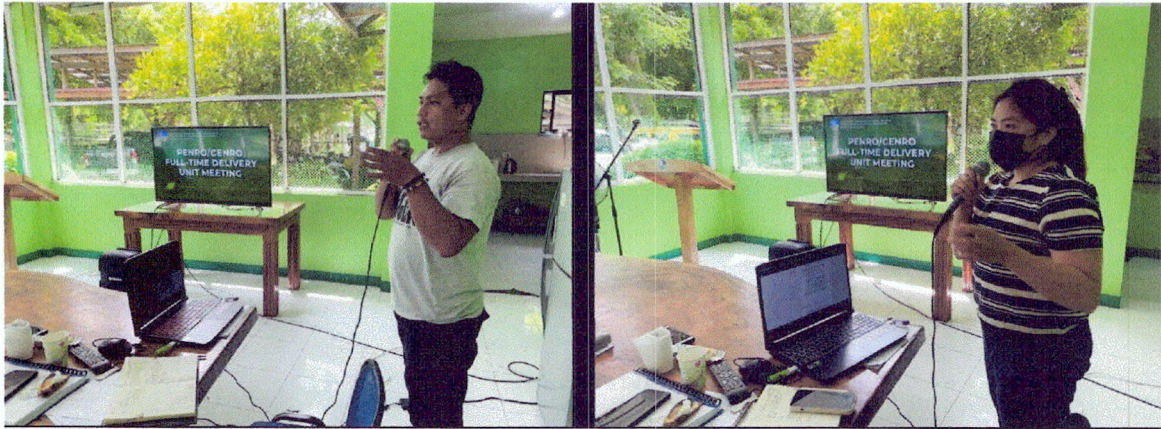
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Presentation of 1st Semester Report on the Streamlining and Process improvement of Critical Services





Updates on Technical and Management Services





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Updates on Technical and Management Services





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Closing Remarks of PENRO Alma E. Gibe





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Provision of Food for the Conduct of PENRO/CENRO Full-Time Delivery Unit Meeting





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PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

CENRO Roxas, San Mariano, Roxas, Oriental Mindoro

DATE: August 19, 2022

	NAME	SEX		POSITION/OFFICE	SIGNATURE
		M	F		
1.	Judy Rose P. Galindez	/		FOR II / CENRO ROXAS	
2.	Kathleen C. Diaz	/		For I / CENRO ROXAS	
3.	Marites B. Lankichu	/		CO I / In-charge - Budget	
4.	Maria Feranda Dinglasan	✓		SO / In-charge Procurement	
5.	MYA GEMMA P. GAMBOA	✓		FT II / CENRO PENRO	
6.	DELIA T. ALMARIZ	✓		LMO III	
7.	Date Melchor A. Alagao	/		ADA VI / In-charge GCU-CENRO	
8.	Rommel Suenor	/		ISA II	
9.	Rick Dumadag	/		SFMS	
10.	Reynaldo D. Pudignef	/		F III	
11.	BUENA P. FLORIDA	✓		HRMO II	
12.	JOSE T. MONTECALVO	✓		SEMS	
13.	Ivy Migzyla Macalalag	/		For. I	
14.	Marcing U. Tagas	/		For. I	
15.	Arabelle Joy V. Tamayura	/		FT I / CENRO ROXAS	
16.	REY G. FIRMANES	/		F- II	
17.	ALMA E. GIBE	/		DMO V / PENRO	
18.	JERREL JOHN MARIE	/		POI	
19.	Corazon E. Pudignef	✓		PO III	
20.	Marie Ann F. Galit	✓		Special Investigator I	
21.	Engr. Caesar E. Quebec	/		CENRO OFFICER	
22.	Peterson F. Fabellon	/		LMO-II	
23.	MARIAN V. SUPLEN	✓		Chief, MSO	
24.	BEA NATASHA R. FORTA	/		FOR. I	
25.	Nector G. Mira, Jr.	/		PO II	
26.	Aquino Bautista	/		For I / CENRO ROXAS	
27.	LOLITA Z. ALFANTE	✓		FOR II	
28.	Angelito D. Acedera	✓		Driver	
29.	OIL BATUTAN	/		ADMIN AID IV	
30.	FLOREN CIO A. CORNEL	/		A.A. - IV	
31.	Marcelina E. Maamo	/		FT 1	
32.	Airen Krisca C. Caray	/		Forester I	



PENRO/CENRO FULL-TIME DELIVERY UNIT (FDU) MEETING

CENRO Roxas, San Mariano, Roxas, Oriental Mindoro

DATE: August 19, 2022

	NAME	SEX		POSITION/OFFICE	SIGNATURE
		M	F		
33.	Enrider M. Gabuco		✓	LMI / CENRO-Roxas	Enrider
34.	Ma. Agnes M. Parawan		✓	CDA	Agnes
35.	Neily #1WARCA		-	ENRIDER	Neily
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