



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

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TIME: \_\_\_\_\_

March 28, 2023

## MEMORANDUM

**FOR :** The Regional Executive Director  
MIMAROPA Region

**THRU :** The Assistant Regional Director  
Management Services

**FROM :** The OIC, PENRO  
Calapan City

**SUBJECT :** REPORT ON THE REPAIR AND MAINTENANCE OF  
GENERATOR SETS AT PENRO ORIENTAL MINDORO

Please be informed that prior to the conduct of the repair and maintenance of the generator sets of the office, condition assessment of the said equipment was conducted by the technicians of GPV Auto Repair and General Services of Calapan City to identify causes of degraded performance of the genset to establish maintenance program and address the most-at-risk component/part of the generator.

Attached are photo documentation during undertaking of the condition assessment.

For reference.

  
ALAN VALLE







Republic of the Philippines  
Department of Environment and Natural Resources  
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**Assessment condition of generator set covering the 1<sup>st</sup> quarter period of CY 2023.**  
**March 23, 2023**  
**PENR Office, Calapan City**