



**OUTGOING**

Received by: \_\_\_\_\_  
Date: 2/10/23

February 6, 2023

**MEMORANDUM**

**FOR :** **The Regional Executive Director**  
DENR MIMAROPA Region  
1515 DENR By the Bay Bldg.  
Roxas Blvd., Barangay 668  
Ermita, Manila

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

**FROM :** **The OIC, PENR Officer**  
Odiongan, Romblon

**SUBJECT :** **AWARENESS TRAINING ON ISO 14001:2015 FOR ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) TEAM OF DENR- PENRO ROMBLON HELD AT LYN'S FERN GARDEN, BUDIONG, ODIONGAN, ROMBLON ON JANUARY 31, 2023**

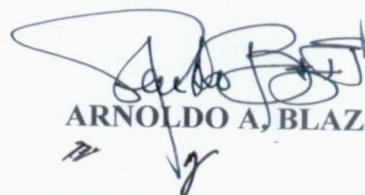
<b>DENR MIMAROPA RECORDS SECTION RECEIVED</b>	
<b>FEB 21 2023</b>	
<input type="checkbox"/> INCOMING	<input type="checkbox"/> OUTGOING
BY: _____	DATS NO. _____
TIME: _____	

Respectfully submitting the accomplishment report on "Awareness Training on ISO 14001:2015 for Environmental Management System (EMS) Team of DENR- PENRO Romblon held at Lyn's Fern Garden, Budiong, Odiongan, Romblon on January 31, 2023.

Based on the abovementioned activity, this Office successfully facilitated the conduct of awareness training and planned the way forward for its continued improvement. (Please see attached documents, namely; a) PENRO Special Order, b) Program of Activities, c) Minutes of the Awareness Training on ISO 14001:2015, d) Photo Documentation, and e) Attendance Sheet.)

Furthermore, the DENR- PENRO Romblon conducted Fire and Earthquake Drill and First Aid Training at DENR- PENRO Romblon, Tabing-dagat, Odiongan, Romblon on January 30, 2023. This is in compliance with ISO 9001:2015 of the DENR PENRO as well as ISO 9003 and 14001 of EMB MIMAROPA Region. (Please see attached documents: a) Memorandum from EMB Romblon, b) Letter to the Resource Speakers, c) PENRO Special Order, d) Program of Activities, e) Highlights of the Activity, f) Photo Documentation, and g) Attendance Sheet.)

For information and further instruction.

  
**ARNOLDO A. BLAZA, JR.**





**PENRO Special Order**

No. 23-12

Series of 2023

**SUBJECT: AUTHORIZING THE CONDUCT OF AWARENESS TRAINING ON ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) AND EMS ACTION PLANNING**

In the interest of the service and to ensure the ISO 14001:2015 certification of the DENR-PENRO Romblon, the conduct of the Awareness Training on ISO 14001:2015 Environmental Management System and EMS Action Planning on January 31, 2023, is hereby authorized.

This activity shall be participated by the following officials and personnel:

**EMS Core Team**

NAME	POSITION
1. Thelmo S. Hernandez	Chief, Management Services Division
2. Malvin R. Rocero	Chief, Technical Services Division
3. Florence Grace F. Domingo	Accountant III
4. Allan T. Sendiong	Land Management Officer III
5. Arlyn D. Balibag	Senior Ecosystems Management Specialist
6. Raymund G. Inocencio	Planning Officer III
7. Philippe Zar E. Meñez	Information Systems Analyst II
8. Jennifer C. Anastacio	Budget Officer II
9. Gemma F. Fallaria	Administrative Officer IV
10. Sheilla Jane M. Forlales	Forester II
11. James M. Mendoza	Forester II
12. Vanessa R. Gadon	Community Development Officer II
13. Monaliza G. Peralta	Planning Officer I
14. Ann J. Adriguez	Special Investigator I
15. Monalie G. Forlales	Land Management Officer I
16. Crisamel P. Miranda	Forester I
17. Rolly F. Morales	Forester I
18. Marielle V. Magallanes	Forester I
19. Catherine O. Atienza	Forester I
20. Nieves P. Penuliar	Ecosystems Management Specialist I
21. Edlyn S. Arevalo	Administrative Officer I
22. Hersalyn M. Royo	Administrative Officer I
23. Jovir Cabaron	Administrative Officer I
24. Dolly Jane F. Falcutila	Credit Officer I
25. Lei-Ane Grace M. Gan	Administrative Assistant II/Member, Secretariat
26. Jennifer R. Lucas	Administrative Assistant I/Head Secretariat
27. Ma. Carmela F. Arquero	Administrative Aide VI
28. Merasol Cortez	Administrative Aide VI
29. Eunice May A. Cacabelos	Forest Technician II
30. Rodel D. Falculan	Forest Technician II



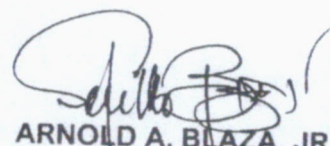
Republic of the Philippines  
Department of Environment and Natural Resources  
**MIMAROPA Region**

31. Realyn L. Castillon	Forest Technician I
32. Ernie L. Forcadas	Forest Technician I
33. Romer F. Gervacio	Land Management Inspector
34. Andy I. Regla	Forest Ranger
35. Ramonito Talabucon	Forest Ranger
36. Mark Adonis R. Romero	Forest Ranger
37. Jose Marie Fabito	EMB Personnel
38. Felix Carl F. Falquerabao	SRS II (MGB representative)
39. Irwin A. Anzaldo	PEMO (EMB representative)
40. Remar Samidara	Data Management Officer/Member, Training Sec.
41. Rachel Joy Baliguat	GAD Staff/Member, Training Secretariat
42. Jenevieve Ramilo	Admin Assistant/Member, Training Secretariat

All expenses to be incurred in the conduct of this activity shall be charged against the EMS funds while travelling expenses of some participants shall be charged against their respective section's funds subject to the existing accounting and auditing rules and regulations.

The EMS Secretariat shall submit report after seven (7) days upon completion of the activity.

This Order takes effect on the date specified herein.

  
**ARNOLD A. BLAZA, JR.**  
OIC, PENR Officer





**AWARENESS TRAINING ON ISO 14001:2015 ENVIRONMENTAL MANAGEMENT  
SYSTEM (EMS) AND EMS ACTION PLANNING**

**January 31, 2023**

**PROGRAM OF ACTIVITIES**

<b>TIME</b>	<b>ACTIVITY</b>	<b>RESPONSIBLE PERSON</b>
7:00 AM – 8:00 AM	Registration of participants	Secretariat
8:00 AM – 8:30 AM	Preliminaries: Opening Prayer Singing of the National Anthem Welcome Remarks Message	Eric Hindap, SI Gemma F. Fallaria, AO IV Thelmo S. Hernandez, MSD Chief Arnoldo A. Blaza, Jr., OIC, PENRO
8:30 AM – 8:40 AM	Overview of the Activity	Monaliza G. Peralta, PO I
8:40 AM – 10:00 AM	Awareness on ISO 14001:2015 Known as Environmental Management System	Thelmo S. Hernandez, MSD Chief
10:00 AM – 12:00 PM	Presentation of Output generated from the Workshop on ISO 14001:2015	Thelmo S. Hernandez, MSD Chief Sheilla Jane M. Forlaes, Forester II
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 3:30 PM	Action Planning on ISO 14001:2015	Facilitator
3:30 PM – 4:00 PM	Way Forward	Thelmo S. Hernandez, MSD Chief
4:00 PM – 5:00 PM	Closing Remarks	Malvin R. Rocero, TSD Chief
	Closing Prayer	Ann J. Adriguez, SI
	Homeward Bound	

Noted by:

  
**THELMO S. HERNANDEZ**  
Chief, Management Services Division





**AWARENESS TRAINING ON ISO 14001:2015  
ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)  
AND EMS ACTION PLANNING**

Lyn's Fern Garden, Brgy. Budiong, Odiongan, Romblon  
January 31, 2023

**A. Brief Introduction**

The Department of Environment and Natural Resources (DENR) is the primary government agency responsible for the conservation, management and development of the country's environment and natural resources. One of the major requirements in maintaining its mandate is to have the organization be certified as ISO 14001: 2015 known as Environmental Management System (EMS). Being certified as ISO 14001: 2015, the Department complies with it as one of the requirements of the Performance Based- Bonus.

The International Standard ISO 14001:2015 defines criteria for an Environmental Management System (EMS); which if implemented and maintained effectively, can provide an organization with assurance that environmental risk is being managed and controlled.

Moreover, the Environmental Management System (EMS) is a collection of organizational processes established to manage environmental aspects, fulfill compliance obligations, and address risks and opportunities.

**B. Highlights of the Activity**

On 31<sup>st</sup> January 2023, an Awareness Training on ISO 14001:2015 known as Environmental Management System (EMS) and EMS Action Planning conducted through the issuance of PENRO Special Order 2023-12. The said training was held at Lyn's Fern Garden, Brgy. Budiong, Odiongan, Romblon and attended by members of the EMS Core Teams who will be responsible for the implementation of EMS in the office.

**1. Preliminaries and Opening Program**

The participants arrived and registered around 8:00 am – 9:00 am. The program started with an Opening Prayer led by HRMO II Gemma F. Fallaria and followed by the Singing of Lupang Hinirang initiated by GAD Support Assistant Rachel Joy R. Baliguat. Then, it was followed by a Welcome Remarks given by Chief MSD Thelmo S. Hernandez, a Short Message by OIC PENRO Arnoldo A. Blaza, Jr and an Overview of the Activity delivered by Planning Officer I Monaliza G. Peralta.





2. Lecture on ISO 14001:2015 Environmental Management System (EMS)

Next was the Lecture on ISO 14001:2015 known as Environmental Management System (EMS) which was echoed by MSD Hernandez. The coverage of his lecture was about the definition of ISO 14001:2015 itself, its pillars, its requirements, PDCA Model, and its clauses (clauses 4 to 10 arranged to PDCA). Along the discussion, OIC PENRO Blaza insisted that employee's attitude and behavior must also be considered in the matter.

In addition, he mentioned that that's why the Council for Restoration of Filipino Values (CRFV), which was accredited by Civil Service Commission (CSC) was very important in implementing the QMS in the office.

Meanwhile, some participants shared their experiences during their work in private institutions. It was proven that either in public or private office, customer's satisfaction must be highly regarded. Included also in the matter was the usage of electricity, water, and supplies in the office. Little habits could create great effect in the environment whether it is positive or not.

3. Presentation of Output Generated from the Workshop on ISO 14001:2015

Afterwards was the presentation of output generated from the workshop on ISO 14001:2015 which was facilitated by Forester II Sheilla Jane M. Forlales. As echoed, the main goal of EMS is to reduce the environmental impacts of people's daily activities.

One participant asked how was it if there was a mismatch in job position and the assigned person. As a response, according to HRMO II Gemma F. Fallaria, "If we are interested to the job, we are the one who must adjust to the position". This statement was agreed by Planning Officer I Monaliza G. Peralta, though she don't agree with the word mismatch. She said, "There were certain qualifications for every job position, and if the applicant complied/ fulfilled those, then she/he is match/ qualified for the position". OIC Blaza also added, "No matter what position you are in, whether high or low, just do what is being asked. People around you are observing you, especially those who are above you. The quality of your performance over work is very important."

In the middle of the discussion, Information Officer Eunice May A. Cacabelos reminded every section that there must be no active Social Media accounts for field offices. There is only one account allowed and that is from the Central Office. When it comes to usage of tarpaulin during special events, Ms. Cacabelos insisted that they could use PowerPoint for their IECs, while others could use 'tarpapel' to avoid the usage of plastics.





At the end of the discussion, Chief TSD Malvin R. Rocero stressed that compliance starts from oneself. There is no need to reprimand them. "The best solution is buy personal utensils/ tumblers/ metal straws", Chief TSD encouraged.

4. Action Planning on ISO 14001:2015

ACTIVITIES	RESPONSIBLE PERSON	TIME FRAME	MEANS OF VERIFICATION
<b>Reconstitution of EMS Organization</b>			
<i>Indicating clear roles and responsibilities of different EMS Committees thru issuance of PENRO Special Order, s.2023</i>	Chief, MSD	February 6, 2023 (Monday)	Draft Special Order for review and approval of PENRO
<b>Use of Electricity</b>			
<i>Internal policies on use of energy – Austerity Measures (i.e., 9am – 4pm for aircon use) thru issuance of Memorandum Order</i>	Chief, MSD/ Head, Admin & Finance/ President, DENREU	February 8, 2023 (Wednesday)	Draft Memo for review and approval of PENRO
<b>Waste Management</b>			
<i>Provision of trash bins</i>			
<i>Monitoring on waste management</i>	Plastic Police/ Utility Personnel		
<i>Organic composting using Vermicast &amp; backyard gardening</i>	FT II Rodel Falcular	February 13, 2023 (Monday)	Activity Report
<i>Drafting of Special Order for Plastic Police</i>	Chief, MSD/ Head, Admin and Finance		Draft Special Order
<b>Use of Paper</b>	All Section Chief	February 6, 2023 (Monday)	Designated area for scratch papers
<b>Health, Safety and Wellness</b>			
<i>Preparation of Evacuation and Emergency Plans</i>	Emergency Prepared and Response Team	February 28, 2023 (Tuesday)	Evacuation and Emergency Plans
<i>Designation of Emergency Preparedness Team/ Committee for inclusion in the S.O for EMS organization</i>	Chief, MSD		S.O for EMS organization
<i>EMS updates during Monday Convocation</i>	Host Section	Every Monday	



## 5. Way Forward

ACTIVITIES	STATUS	RESPONSIBLE PERSON	ALLOTED BUDGET
MRF	Preparation of design	Chief, MSD	Mandatory Fund/ EMS Fund 2023
Certificate of Non-Coverage (CNC) for genset	Compliance with the requirements of EMB and MGB	Chief, MSD	Mandatory Fund/ EMS Fund 2023
Provision of Exit Door at MSD Office	Preparation of design	Chief, MSD/ Ramonito Talabucon	Budget Proposal

## 6. Closing Program

Lastly, TSD Chief Malvin R. Rocero gave his final message in which he said that the purpose of the whole activity is to internalize what really EMS is and to identify each one's role being part of the core team. He also told everyone to function at their own best and cooperate because what they are doing is not only for themselves but also for the whole office.

It was indeed a successful activity because of the cooperation and dedication of all participants, the active support of the top management and the guidance of our God Almighty.

Prepared by:

  
**RACHEL JOY R. BALIGUAT**  
GAD Support Assistant/ Secretariat

Reviewed:

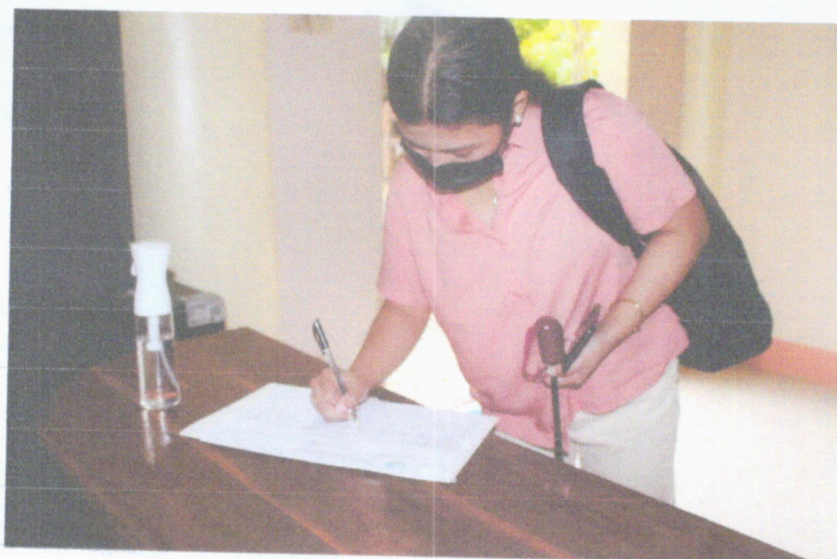
  
**RAYMUND G. INOCENCIO**  
Planning Officer III/ Chief, Planning and ICT





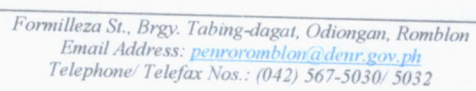
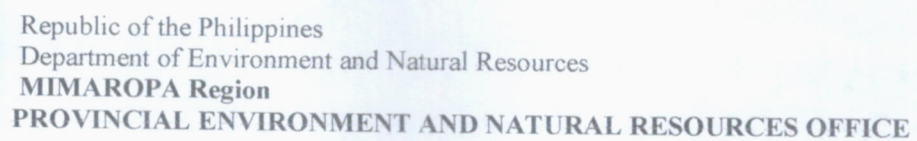
**AWARENESS TRAINING ON ISO 14001:2015 ENVIRONMENTAL MANAGEMENT  
SYSTEM (EMS) AND EMS ACTION PLANNING**

Lyn's Fern Garden, Brgy. Budiong, Odiongan, Romblon  
January 31, 2023



Registration of the Participants









Preliminaries





An Opening prayer led by Admin Officer IV Gemma F. Fallaria

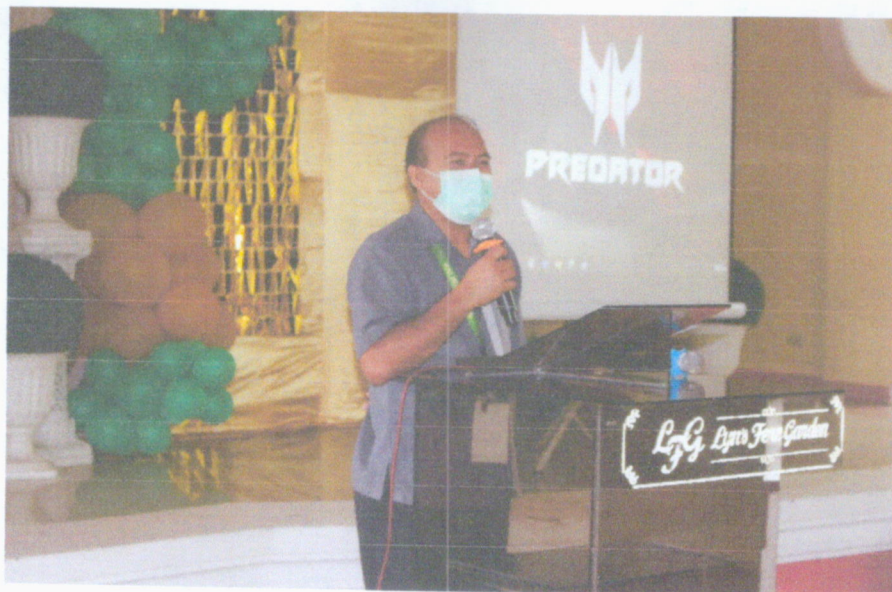






Singing of the National Anthem led by GAD Support Assistant Rachel Joy Baliguat





MSD Chief Thelmo S. Hernandez while giving his Welcome Remarks







OIC, PENRO Arnoldo A. Blaza Jr. while delivering his Inspirational Message



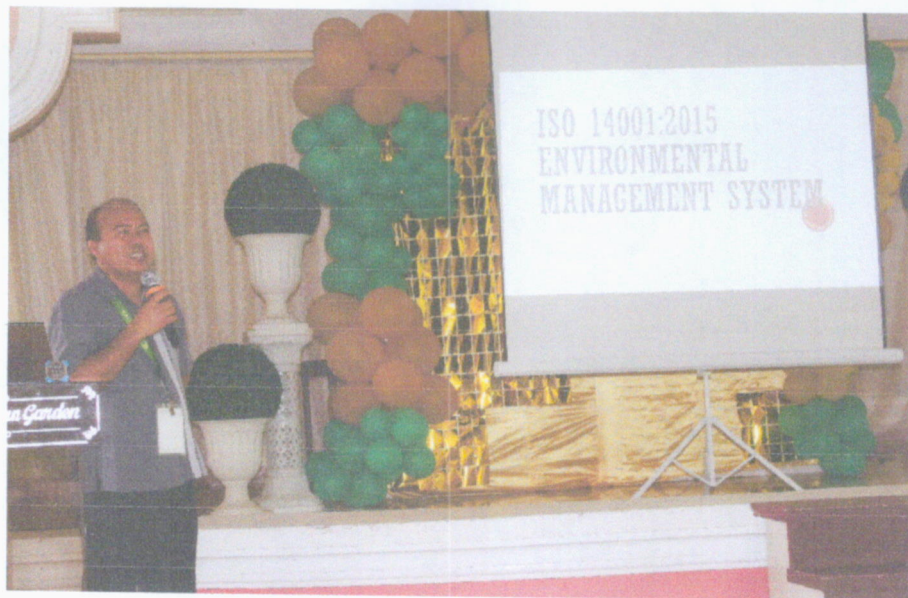




An Overview of the Activity by Planning Officer III Monaliza G. Peralta







Presentation for Awareness on ISO 14001:2015 known as Environmental Management System by MSD Chief Thelmo S. Hernandez





OIC, PENRO Arnoldo A. Blaza Jr. while sharing his knowledge about EMS







Working Snacks/Morning





Presentation of Output generated from the Workshop on  
ISO 14001:2015 by Forester II Sheila Jane M. Forlales







Lunch Break





Energizer







Action Planning on ISO 14001:2015 by Planning Office III Raymund G. Inocencio





Working Snacks/Afternoon







Agreement and Way Forward by MSD Chief Thelmo S. Hernandez





Closing Remarks by TSD Chief Malvin R. Rocero



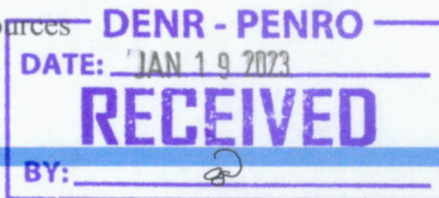




Closing Prayer led by Special Investigator I Ann J. Adriguez



Department of Environment and Natural Resources  
Environmental Management Bureau  
MIMAROPA Region



## MEMORANDUM

**FOR : The PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICER**  
Romblon

**FROM : The CHIEF**  
Environmental Management Services  
Romblon

**SUBJECT : REQUEST FOR THE CONDUCT OF FIRE AND EARTHQUAKE DRILL AND FIRST AID TRAINING**

**DATE : January 18, 2023**

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This is to respectfully request that the PENRO Office Romblon conduct a fire and earthquake drill as well as first aid training in coordination with the Bureau of Fire.

We are pleased to inform the PENRO that the EMB MIMAROPA Region has completed its renewal of ISO: 9003 and 14001. In line with this, they are requiring all their field offices to comply with the requirements of said ISO that shall be audited periodically. During the last ISO audit last December 2022 one of the requirements to be met is the conduct of Fire drill and Earth Quake Drill as well as training for our designated safety officers and first aiders. Since the Office of the Environmental Management Services –Romblon is currently housed in the PENRO Office, the requirement is that we should participate in aforementioned drills and trainings conducted by the PENRO in coordination with the Bureau of Fire. The Documentation of said activity will be used in our upcoming ISO Audit.

For the PENROs further instruction.

**IRWIN A. ANZALDO**

cc: **RACHEL V. VILLENA**  
Chief, Laboratory Services and ISO Auditor



R4B-2023-000925





January 20, 2023

**SINSP JOHN MICHEL Z ILAO**

Bureau of Fire Protection  
Odiongan, Romblon

Sir;

Greetings in conservation!

The Department of Environment and Natural Resources – Provincial Environment and Natural Resources Office (DENR-PENRO) Romblon will conduct **“Fire and Earthquake Drill and First Aid Training”** to be held on January 30, 2023 at DENR-PENRO Romblon, Tabing-dagat, Odiongan, Romblon.

This is in compliance with ISO 9001:2015 of the DENR PENRO as well as ISO 9003 and 14001 of EMB MIMAROPA Region. The said training aims to capacitate our designated safety officers and first aiders in order to keep our Office and personnel safe from unexpected hazards and natural calamities.

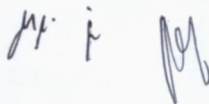
In this regard, we humbly request for a Resource Person(s)/Trainer(s) from your Office to help us facilitate our Fire and Earthquake Drill and First Aid Training.

Thank you very much for your usual support and cooperation in the protection and conservation of our natural resources.

Very truly yours,

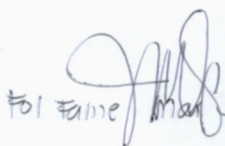
*“For and in the absence of OIC-PENR Officer”*

  
**THELMO S. HERNANDEZ**  
Chief, Management Services Division



PENRO Romblon Barangay Tabing-dagat, Odiongan, Romblon 5505  
Direct Line: (042) 567-5030  
Email Address: [penrorom\\_rlb@yahoo.com.ph](mailto:penrorom_rlb@yahoo.com.ph)

Received by:

  
Pol Faime  
Man Javier



**PENRO Special Order**

No. 23-11  
Series of 2023

JAN 27 2023

**SUBJECT: ATTENDANCE OF THE FOLLOWING DENR PERSONNEL TO FIRE AND EARTHQUAKE DRILL AND FIRST AID TRAINING TO BE HELD ON 30 JANUARY 2023 AT DENR PENRO ROMBLON.**

In compliance with ISO 9001:2015 of the DENR PENRO as well as ISO 9003 and 14001 of EMB MIMAROPA, Fire and Earthquake Drill and First Aid Training will be conducted with the aim to capacitate the designated safety officers and first aiders in order to keep the Office and personnel safe from unexpected hazards and natural calamities.

Hereby, the following DENR Personnel are instructed to attend on the above-cited subject matter:

**Top Level Management**

- |                          |                                     |
|--------------------------|-------------------------------------|
| 1. Blaza, Arnoldo Jr. A. | OIC, PENR Officer                   |
| 2. Hernandez, Thelmo S.  | Chief, Management Services Division |
| 3. Rocero, Malvin R.     | Chief, Technical Services Division  |

**Management Services Division**

- |                               |                              |
|-------------------------------|------------------------------|
| 4. Anastacio, Jennifer B.     | 21. Bangalisan, Jennibel S.  |
| 5. Arevalo, Edlyn S.          | 22. Baliguat, Rachel Joy R.  |
| 6. Astejada, Jonathan A.      | 23. Casidsid, Catherine P.   |
| 7. Cabaron, Joevir            | 24. Contaoi, Lizly Faye M.   |
| 8. Cacabelos, Eunice May A.   | 25. Faeldonia, Mary Jane L.  |
| 9. Domingo, Florence Grace F. | 26. Fajilan, Maria Well      |
| 10. Falcutila, Dolly Jane F.  | 27. Sevilla, Eduardo Jr. S.  |
| 11. Fallaria, Gemma F.        | 28. Yanson, Carla Mane F.    |
| 12. Gamol, Marites F          | 29. Ramilo, Ma. Jenevieve R. |
| 13. Gan, Lei-ane Grace M.     | 30. Samidara, Remar P.       |
| 14. Inocencio, Raymund G.     |                              |
| 15. Lucas, Jennifer R.        |                              |
| 16. Meñez, Philippe Zar E.    |                              |
| 17. Peralta, Monaliza G.      |                              |
| 18. Royo, Hersalyn M.         |                              |
| 19. Tayco, Mariel C.          |                              |
| 20. Tolentino, Chona F.       |                              |

**Technical Services Division**

- |                             |                               |
|-----------------------------|-------------------------------|
| 31. Adriguez, Ann J.        | 40. Fabella, Marivic O.       |
| 32. Agcaoili, Rogelio M     | 41. Falculan, Rodel D.        |
| 33. Alibuyog, Felipe Jr. B  | 42. Famero, Dicky S.          |
| 34. Arquero, Ma. Carmela F. | 43. Ferry, Leni L.            |
| 35. Atienza, Catherine O.   | 44. Fesarit, Dalvern F.       |
| 36. Bajo, Michelle M.       | 45. Fodra, Joevin Cris G.     |
| 37. Balibag, Arlyn D.       | 46. Forcadas, Janice F.       |
| 38. Carbonilla, Henry L. II | 47. Forlales, Monalie G.      |
| 39. Castillon, Realyn L.    | 48. Forlales, Sheilla Jane M. |





Republic of the Philippines  
Department of Environment and Natural Resources  
**MIMAROPA Region**  
**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE**

- |                              |                          |
|------------------------------|--------------------------|
| 49. Contaoi, Orlando S.      | 70. Gadon, Vannesa R.    |
| 50. Contaoi, Romeo S.        | 71. Gajarion, Jomer I.   |
| 51. Cortez, Marisol D.       | 72. Gervacio, Romer F.   |
| 52. Dulay, Eddie             | 73. Gonzales, Rodel M.   |
| 53. Escarilla, John Paul     | 74. Conanan, Steven T.   |
| 54. Hindap, Eric F.          | 75. Motin, Russel Jay C. |
| 55. Iringan, Paul Anthony L. | 76. Miranda, Desiree R.  |
| 56. Lachica, Leandro Y.      | 77. Morada, Nelson L.    |
| 57. Madeja, Rommel A.        | 78. Ocampo, Genesis D.   |
| 58. Magallanes, Marielle V.  | 79. Padua, AlJhon F.     |
| 59. Mendoza, James M.        | 80. Regino, Herbert G.   |
| 60. Miranda, Crisamel P.     | 81. Mordido, John Rhenz  |
| 61. Morales, Ma. Rubie       | 82. Baladjay, Rochell T. |
| 62. Moreno, Iloisa Amor M.   | 83. Dulay, Diane Kay C.  |
| 63. Sendiong, Allan T.       | 84. Tan, Karl Jay F.     |
| 64. Simeon, Eduardson M.     |                          |
| 65. Soguilon, Bernie A.      |                          |
| 66. Talabucon, Ramonito R.   |                          |
| 67. Ureta, Lorabel B.        |                          |
| 68. Valencia, Leizel G.      |                          |
| 69. Delgado, Rebecca M.      |                          |

**Embedded Bureau**

- 85. Anzaldo, Irwin A.
- 86. Pamintuan, Jacquelyn S.
- 87. Fabito, Jose Marie F.
- 88. Valencia, Florand M.
- 89. Lachica, Jeiel F.
- 90. Sendiong, Ma. Eunice Gwen
- 91. Falquerabao, Carl Felix

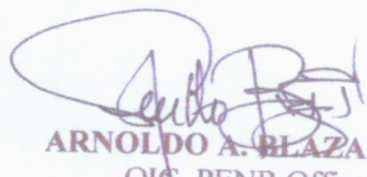
Personnel from Sibuyan Sub- station are instructed to attend via Zoom Meeting.

All On-the-Job (OJT) trainees must also participate in the said activity.

Expenses to be incurred in this activity shall be charged against the regular fund of the Office subject to the usual accounting and auditing rules and regulations.

The Secretariat shall submit report within seven (7) days after the activity to the undersigned thru the Chief of the Management Services Division.

This Order takes effect immediately.

  
**ARNOLDO A. BLAZA, JR**  
OIC, PENR Officer



**FIRE AND EARTHQUAKE DRILL AND  
FIRST AID TRAINING**

TSD Building, PENRO ROMBLON  
Tabing- dagat, Odiongan, Romblon  
30 January 2023

**Part I (9:00 am – 12:00 pm)**

- Opening Remarks
  - OIC PENRO Arnoldo A. Blaza, Jr.
- Introduction of BFP Personnel
  - PO III Raymund G. Inocencio
- Fire and Earthquake Drill
  - BFP Personnel
- Open Forum

**Lunch Break (12:00 pm – 1:00 pm)**

**Part II (1:00 pm – 5:00 pm)**

- First Aid Training
  - BFP Personnel
- Open Forum
- Awarding of Certificates
- Concluding Remarks
  - MSD Chief Thelmo S. Hernandez

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Rachel Joy R. Baliguat  
Emcee





## **HIGHLIGHTS OF THE “FIRE AND EARTHQUAKE DRILL AND FIRST AID TRAINING” HELD AT PENR OFFICE, ODIONGAN ROMBLON DATED 30 JANUARY 2023**

On 30 January 2023, the Provincial Environment and Natural Resources Office (PENRO) Romblon, in coordination with Bureau of Fire and Protection (BFP) conducted Fire and Earthquake Drill and First Aid Training at TSD Building, PENRO Romblon, Brgy. Tabing-dagat, Odiongan, Romblon.

The said activity was attended by sixty-four (64) participants, thirty-one (31) female and thirty-three (33) male, including the OIC- PENR Officer, Arnoldo Blaza Jr., Chief of Management Services Division, Thelmo S. Hernandez, and Chief of Technical Services Division, Malvin R. Rocero.

The program started after Monday Convocation and was led by GAD Support Assistant Rachel Joy Baligat. This was followed by an Opening Remarks delivered by OIC, PENRO Blaza and the Introduction of BFP Personnel by Planning Officer III Raymund G. Inocencio

The first lecture was Fire and Earthquake Drill by PO3 Camelo O. Galicia. Its subtopics were: Importance and the general procedure on how to conduct a fire and exit drill; proper procedure during fire and similar emergencies and the fire emergency plan of the establishment; familiarization of the emergency team/fire brigade on the proper usage of the different fire safety devices or system; and the evaluation on the performance of the organized emergency team/fire brigade of the establishment on different fire simulation conditions.

Then, the participants from TSD and MSD Building executed the fire and exit drill and proper use of the fire extinguisher consecutively.

After the drill, PO3 noticed that kids did not participate in the activity which is not good because in the real life, no one will be exempted if accident happen. After all, he acknowledged the attentiveness of everyone because they were able to complete the drill almost perfectly.

In the afternoon, FOI Fame Mar Javier discussed the First Aid Training. FOI Javier explained the role and responsibilities of the First Aider, characteristics of a Good First Aider, hindrances in giving First Aid, and basic precautions and practices in providing first aid.

After the discussion, the participants practiced the techniques of bandaging to know the proper way of giving the first aid to the patient.

Likewise, the Resource Person summarized the important learnings on First Aid.

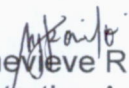


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Lastly, was the awarding of certificates to Resource Speakers and the concluding remarks from MSD Chief Thelmo S. Hernandez.

It was indeed a very comprehensive and remarkable day for PENRO Romblon personnel. The awareness captured in the event was irreplaceable.

Prepared:

  
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## **FIRE AND EARTHQUAKE DRILL AND FIRST AID TRAINING**

TSD Building, PENRO Romblon

Odiongan, Romblon

January 30, 2023



Opening Remarks by OIC PENR Officer Arnoldo A. Blaza, Jr.



Introduction of BFP Personnel by Planning Officer III Raymund G. Inocencio





FO3 Camelo O. Galicia on his Lecture on Fire and Earthquake Drill





Earthquake Drill





Earthquake Drill





Fire Drill





Fire Drill





FO1 Fame Mar A. Javier on her Lecture on First Aid





Lecture on First Aid





Awarding of Certificate to Resource Speakers





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FIRE AND EARTHQUAKE DRILL AND  
FIRST AID TRAINING

PENRO, Romblon  
30 January 2023

Note: PLEASE fill-out all the necessary information given below

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64	Nelson L. Morala	38			FPO			
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AWARENESS TRAINING ON ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEM EMS AND  
EMS ACTION PLANNING

January 31, 2023

ATTENDANCE SHEET

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