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

Bgy. Sta. Monica, Puerto Princesa City, Palawan E-mail: penropalawan@denr.gov.ph Telfax No. (048) 433-5638/ (048) 434-8791

January 12, 2023

□ OUTGOING

DATS NO.

MEMORANDUM

FOR

The Regional Executive Director

DENR MIMAROPA Region 1515 L&S Bldg.,Roxas Blvd., Barangay 668, Ermita, Manila

THRU

The Assistant Regional Director

Management Services Division

FROM

The Provincial Environment and

Natural Resources Officer

SUBJECT

SUBMISSION OF THE CONSOLIDATED MINUTES OF

I INCOMING

MEETINGS/FORUMS OF CENRO QUEZON, PALAWAN

FOR THE MONTH OF NOVEMBER CY 2022

Respectfully forwarded is the memorandum report from CENRO Quezon dated January 10, 2023 with enclosures re: above-mentioned subject.

As stated, the said office conducted two (2) meetings/forums for the month of November CY 2022 pertaining to the compliance being monitored, on time submission of accomplishments of their office, discussed significant updates and reminders on administrative and technical matters as well as the recurring issues and corresponding possible actions and solutions on those matters.

For information and record.

"For the PENRO"

OIC, Chief TSD/DMO IV In-Charge, Office of the PENRO

DENR-PALAWAN
PENRO-RECORDS
RELEASED

By
Date: 13 JAN 2023 23-122



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan Contact No.: 0917-160-4920 Email: cenroquezon@denr.gov.ph

January 10, 2023

MEMORANDUM

DENR PENRO PALAWAN RECORDS RECEIVED

FOR

The Regional Executive Director

DENR- MIMAROPA Region

1515 L&S Bldg. Roxas Blvd., Ermita, Manila

THRU

The Provincial Environment and

Natural Resources Officer

Sta. Monica, Puerto Princesa City

FROM

The OIC, Community Environment and

Natural Resources Officer and Concurrent PASu MMPL

SUBJECT

SUBMISSION OF THE CONSOLIDATED MINUTES OF

MEETINGS/FORUMS OF CENRO QUEZON, PALAWAN

FOR THE MONTH OF NOVEMBER CY 2022

Forwarded is the memorandum of even date of FT II/HEA Margelyn S. Mandapat regarding the consolidated minutes of meetings/forums of CENRO Quezon, Palawan for the Month of November CY 2022.

Please be informed that for the month of November CY 2022 this Office conducted two (2) meetings/forums to monitor compliance and on time submission of accomplishments by this Office, likewise, significant updates and reminders on administrative and technical matters had been discussed to strengthen capabilities of personnel on conservation and protection of Environment and Natural Resources. Likewise, recurring issues was discussed and come-up with the possible solutions to settle the issues.

Please be informed further that disaggregated data is reflected in the consolidated report in consonance with the Gender and Development programs.

For your information and record.

RELEASED

DATE: 61-10-23

SERIAL ND. 01-23-01

SIGNATURE ON

PALA

RENAPOS. CONZAGA



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan Contact No.: 0917-160-4920

Email: cenroquezon@denr.gov.ph

January 10, 2023

DENR PENRO PALAWAN RECORDS

MEMORANDUM

FOR

The Community Environment and

Natural Resources Officer

Quezon, Palawan

FROM

Forest Technician II/HEA

SUBJECT

SUBMISSION OF THE MINUTES/HIGHLIGHTS OF

CONSOLIDATED THE **MEETINGS/FORUMS** CENRO QUEZON, PALAWAN FOR THE MONTH OF

NOVEMBER CY 2022

Respectfully submitted are the consolidated minutes/highlights the meetings/forums conducted by this Office on the following schedule, to wit:

Nos.	Date	Attachments	Responsible Section	Participants
1	November 14, 2022	Minutes, Attendance & Photos	CDS	27 female & 34 male
2	November 28, 2022	Minutes, Attendance & Photos	RPS	30 female & 27 male

Please be informed that this Office conducted two (2) meetings/forums for the month of November CY 2022, wherein important matters, reminders and concerns pertaining to administrative and technical matters including other instructions that are not included in the work and financial plan were efficiently discussed and scrutinized, as well as monitoring of the accomplishments of the target activity by this Office. Likewise, recurring issues that falls within the jurisdiction of CENRO Quezon, Palawan was emphasized and come-up with the possible solutions to settle the issues.

For your information and record.



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan Email: cenroquezon@denr.gov.ph

HIGHLIGHTS OF THE MEETING/MONDAY FORUM CONDUCTED AT CENRO QUEZON, PALAWAN DATED NOVEMBER 14, 2022

A) PRELIMINARIES:

Flag Raising Ceremony: All Personnel

Panunumpa sa Watawat ng Pilipinas : All Personnel

Panunumpa ng Lingkod Bayan led by Forester II/Planning Officer, Janes T. Panes

Singing of DENR Hymn: All Personnel

Opening Prayer Led by Forester I/APASu, MMPL Pressy Joy Cocjen

Introductory Message of the newly assigned OIC, CENRO/Concurrent PASu, MMPL Renato S. Gonzaga

Time Started: 8:00 in the morning

Host: Conservation and Development Section

B) HIGHLIGHID OF THE MEETING			
AGENDA/ISSUES/UPDATES	DISCUSSION	AGREEMENTS/ COMMITMENTS/ INSTRUCTION	RESPONSIBLE OFFICE/PERSON
1. Approval of Travel Order	♣ In order to monitor or supervise the activities of the personnel of every section, it is important to notify the section chief in their travel or fieldwork.	The OIC, CENRO/Concurrent PASu, MMPL instructed all personnel that initial of the Chief or Immediate Supervisor is pre requisite/required prior to the approval of the OIC, CENRO to all travel order. For information and compliance.	ALL PERSONNEL
DENR's Service to PublicIssuance of Permits	Accordingly, some personnel were involved to wrongdoings or unlawful activities	 OIC, CENRO instructed all personnel to avoid bad habits and linkaging or negotiating with the clients whenever possible. For information and compliance. 	ALL PERSONNEL
3. Conduct of Monday Forum	#	♣ The Monday forum will be conducted twice a month. All Sections or their designated personnel shall give updates on their accomplishments and current issues arising for the past two (2) weeks.	ALL PERSONNEL
Recap on the attended Management Conference			

6. Clients Satisfactory Survey (CSS)	5. Climate Responsive Output Indicator	e) Enhanced National Greening Program (eNGP)	d) LAMS encoding	c) Backlog targets on titling last CY 2021	b) PAMB Execom meeting and Resolution	 a) CBFM-CARP Project Maranan Uplanders Marketing Association (MUMA) Inc. 	Presentation of the Targets vs Accomplishments by Planning Officer
♣ Disturbance of some personnel to the CSS encoder when they were looking/finding their personal documents like travel orders etc.	Required to submit reports on the observed number of threats reduced	Nursery and Plantation establishment	Difficulty in tracing and duplicating of data or information due to some documents are already unreadable.	The total backlogs is 33 for RFPA	#	A total of 33 hectares out of 45 hectares were already planted	
4 Avoid disruption to the encoder, all personnel are required to be responsible in keeping and filing of their personal documents like travel orders etc.	 For clarification and reminders to all Team Leader of Patrolling Sector. For information and compliance of the concerned personnel. 	 OIC, CENRO instructed to strategized and give the best effort to accomplish the target before the end of year. For strict compliance. 	The Records Officer committed to accomplished encoding of all data relative to LAMS.	The OIC, CENRO instructed to prepare letter to the applicants as supporting documents for justification that the Office has already complied but the applicants did not fulfilled the requirements needed to process their applications. For compliance.	4 The MMPL execom meeting was scheduled on the first week of December 2022 and the RASA Execom meeting was scheduled this coming November 24, 2022.	♣ For monitoring and assessment.	
ALL PERSONNEL	MES PERSONNEL	NGP COORDINATOR	RPS PERSONNEL & RECORDS OFFICER	RPS PERSONNEL	MMPL and RIWS Personnel	CDS PERSONNEL	

9. Clean-up drive within the Office premises	8. Covenant for Retirees	7. Christmas Party/Team Building
To maintain cleanliness within the Office premises.	♣ 2% of the basic salary	 ♣ Contribution - PhP 500.00 each (including JOs and COS) ♣ Exclusive for personnel only (without family) ♣ Food: Catering Service ♣ Venue: to be announced
♣ CENRO requested the participation of personnel in the conduct of clean-up drive, scheduled this coming November 18, 2022 (Friday)	♣ Deadline is on December 19, 2022 to be collected by the Planning Officer 3 days before the scheduled ceremony.	 Deadline is upon receipt of Bonus to be collected by the Credit Officer. For information and finalization.
ALL PERSONNEL	ALL PERMANENT PERSONNEL	ALL PERSONNEL

Meeting/Forum adjourned at exactly 10:06 in the morning. It was attended by sixty-one (61) personnel (27 female, 34 male).

Prepared by:

Checked and Verified by:

RICHELIJE C. OARIO
Forest Technician II

MICHEL/(EX). SEBIDO ECOMS/II/ Chief, CDS

Attested by:

RENATOS. CONZAGA
CEXRO/Concurrent PASu, MMPL
Presiding Office



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan Email: cenroquezon@denr.gov.ph

PHOTO DOCUMENTATION





Geo-tagged pictures taken during Flag Raising Ceremony on November 14, 2022 at the Office of DENR-CENRO Quezon, Palawan







Geo-tagged pictures taken during Monday Forum conducted on November 14, 2022 at the Office of DENR-CENRO Quezon, Palawan



NOV. 14, 2022

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COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

National Highway, Bgy. Alfonso XIII, Quezon, Palawan Contact No.: 0917-160-4920 Email: cenroquezon@denr.gov.ph

HIGHLIGHTS OF THE MEETING OF CENRO QUEZON PERSONNEL HELD AT CENR OFFICE QUEZON, PALAWAN ON NOVEMBER 28, 2022

Presiding Officer : RENATO S. GONZAGA, OIC-CENRO

8:09 AM

: Regulation and Permitting Section (RPS)

A. Preliminaries

Host

Time Started

National Anthem

Panunumpa sa Watawat ng Pilipinas

Panunumpa ng Lingkod-Bayan

DENR Hymn

Opening Prayer

B. Highlights of the Meeting

o.	Agenda/Issues	Discussion	Agreements/Commitments/ Instructions	Responsible Section/Person	Status/Remarks
	Status/Updates of Accomplishment per Work and Financial Plan			All Sections/Stations	For information and compliance
	A. Conservation	*Evaluation and Assessment of CSC 162 accomplished out of 150 targets or		All CDS Personnel/	For information

							*	
		(1417)	B. Rasa Island and Wildlife Sanctuary					Development Section
*Approved minutes of conducted PAMB Meetings Targets-4 Accomplished 3 approved minutes of PAMB enbanc meetings	*No. of PA with Capacity Bldg. Plan based on training needs assessment Target-1 (Accomplished)	*CEPA Materials produced and disseminated 100% accomplished (booklet for photo checklist, customized calendars, t-shirts, ecobags, notebooks, ballpens)	*BMS transect Monitored semi-annually 100% accomplished with submitted MOV on September 20, 2022	Flying Fox Monitoring- 100% accomplished	*Wildlife Monitoring Green Sea Turtle Nesting Site Monitoring- 100% accomplished	*CBFMA Targets-5 (100% accomplished)	*Updating of CRMF Target-1 (100% accomplished)	108% accomplishment.
4 th PAMB minutes for approval on November 29, 2022	Capacity building plan for PAMB members and PAMO including TNA questionnaires submitted to CENRO Quezon on November 11, 2022	MOV's submitted on November 11, 2022						
		RIWS	RIWS/For. III Ma. Teresa V. Avson PASII-				Sebido, CDS Chief	ECOMS II Michelle J.
			For information					

* Delineation of Boundaries	*direct activities conducted -coastal clean ups/garbage collection along shoreline and nearby barangays Targets-2 (100% accomplished)	*Repair and maintenance of equipment (2 quadrats-corals and seagrass, 1 underwater camera, 2 diving gears, 3 bcd, 2 mask/snorkel, 2 fins, 1 boat and 1 binocular) Targets-13 (100% accomplished)	* Conduct of regular habitat surveys Targets-4 (100%) Accomplished	*Site Patrolling Target-4 (100% accomplished)	*Monitoring of corals, mangroves and seagrass per PA 100% accomplished	*Facilities maintained – PAMO Building and Bird watch tower and all other DENR facilities found in the PA Target-2 (Accomplished) Repaired and maintained PAMO building and bird watch tower in Rasa Island Wildlife Sanctuary	*No. of Approved PAMB Resolutions with minutes of meetings Targets-4 3 resolutions approved by PAMB
					MOVs already submitted on June 15, 2022 and September 20, 2022		November 29, 2022

		3				
E. Monitoring and	D. Rizal Station	C. Mt. Mantalingahan Protected Landscape (MMPL)				
*Meeting with Community (IEC)-Accomplished	*Continuous LAWIN patrolling *no monitored permittee *Continuous law enforcement	*CEPA Materials -Distributed Sugar and Coffee Container -To continue printing of booklets -Gathered photo and video documentation to update MMPL-AVP during the conducted Mantraverse and site inspection *BMS Submitted 2 nd Semester Report	* Quarterly Synchronize Katala Population Count Activity Targets- 2 (100% accomplished)	* Hiring of CMEMP Officer Target-1 (Accomplished) Hired 1 CEO Personnel	17 pcs markers/buoys installed within the boundary of RIWS on October 6, 2022	Targets- 17 corners of boundary relocated/established (100% accomplished)
	To coordinate with Rizal Station re: monitoring of issued utilization permits	Result of Mantraverse and site inspection will be presented to PAMB on the succeeding week	Report with map and documentations was submitted to CENRO Quezon on September 28, 2022			Report with map was submitted on October 19, 2022
For. II David E. Gallema/Chief,	ECOMS II Michael Joven/In- Charge, Rizal Station	MMPL Personnel				
For information and compliance	For information	and Compliance	1			

G. Narra Station			(NOF)	F. National Greening Program				Enforcement Section (MES)
*Engr. Rex S. Velasco attended annual Philippine Mines and Safety Environment Convention held on November 14-18, 2022 at		*Nursery Establishment-Backlog	*NGP-SMP-accomplished	*2nd year maintenance and protection- completed inspection report with submitted MOV	*Report/re-echo on attended seminar dated November 23-25, 2022 by LAWIN Data Manager	*No submitted Climate Change Response Report	*Remaining targets to be accomplished includes apprehension, hauling, LAWIN Patrolling	*Establishment of Fireline- Accomplished *Forest Protection Resolution- Submitted *Deputation Training- Accomplished *Compliance Monitoring of issued tenurial instruments-Accomplished
	To present accomplishment on succeeding week	To prepare all necessary document for documentation of payment	Section Chief should monitor the compliance of personnel	Personnel who did not submit PDS on scheduled deadline will receive Memorandum	To provide quality LAWIN patrolling reports by indicating actual situation of identified threats		To conduct continuous activity To submit report on or before December 13, 2022	
Engr. Rex S. Velasco/In- Charge, Narra				FT II Cesar B. Santos/NGP Coordinator	FT I Jesse Cascara/FT II Armando Batayo			MES
For information				For information and compliance				

L					H.		
Environmental Management Bureau (EMB)					I. Regulation and Permitting Section (RPS)		
*Attended Annual Philippine Mines and Safety Environment Convention held on November 14-18, 2022 at Camp John Hay, Baguio City *Conducted Water Samplings	*Water Permit Application Targets-2 (Accomplished 50%)	*Processing of Application of Tenurial Instruments Targets-2 Accomplished 5 processed Tenurial Instruments Application	*Special Patent Applications Targets-10 (5-NGA, 5-School Site) 100% accomplished	*Agricultural Free Patent Application Targets-27 (100% Accomplished)	*Residential Free Patent Application Targets-27 (100% accomplished based on transmittal to ROD)	*Already transmitted and accomplished 5 Special Patent Applications for National Government Agencies	Camp John Hay, Baguio City
	Prepare Progress Report and submit to RED to serve as MOV			compliance to cover 2021 backlogs	*As agreed with PENRO, 37 excess RFPAs is intended to offset 2021 backlogs. 33 additional RFPAs for		
For. Zosima Jampit					Rosalyn S. Jasmin/Chief, RPS		Station
For information					For information and compliance		

12.	=					
Year-End Thanksgiving Celebration	Pending Referrals			(130)	Support Unit	J. Planning and
*Scheduled on December 19, 2022	I	*Re-echoed on seminar attended by Admin Aide VI/Personnel Officer Wilma Ang held on Manila re: Omnibus Rules of Leave and Monetization	*Submission of Daily Time Record (DTR)	*Continuous Office Clean-up every Friday	Support Unit November, 2022	J. Planning and *Encoded 186 CSS from February to
Responsible Committees to follow	Review and act on all pending referrals immediately		To complete attachments			
All personnel	All personnel					All personnel
For information	For information and compliance				and compliance	For information

Having no more official matters to be discussed, the Presiding Officer adjourned the meeting at 11:00 AM.

Attached are the attendance sheets and geotagged photos taken during the meeting.

Prepared by:

Reviewed by:

ROSALYN S. JASMIN LMO II/Chief, RP8

Attested by:

Concurrent PASu, MMPL

ATO & GONZAGA



COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Bgy. Alfonso XIII, Quezon, Palawan
Email: cenroquezon@denr.gov.ph

Geotagged photos taken during Flag raising ceremony and Monday forum held at DENR CENRO, Quezon, Palawan on November 28, 2022.















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November 28, 2027

OFUR CENTRO, DUEZON, PALTOAN

ATTENDANCE SHEET

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ATTENDANCE SHEET

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