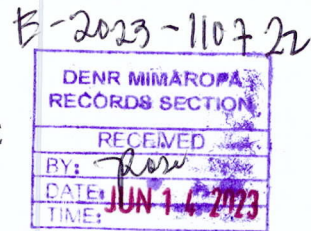




Republic of the Philippines  
**Department of Environment and Natural Resources**  
MIMAROPA Region  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE  
Bgy. Sta. Monica, Puerto Princesa City, Palawan  
Telfax No. (048) 434 - 8791  
Email Add: [penropalawan@denr.gov.ph](mailto:penropalawan@denr.gov.ph)



May 26, 2023

**MEMORANDUM**

**FOR** : The Undersecretary  
Policy Planning and International Affairs  
and Chair, Performance Management Group

**THRU** : *The Regional Executive Director*  
*DENR – MIMAROPA Region*  
*1515 DENR by the Bay Building*  
*Roxas, Blvd., Ermita, Manila*

**FROM** : The Provincial Environment and  
Natural Resources Officer

**SUBJECT** : **ISOLATION OF UNITS/PERSONNEL FROM THE GRANT OF  
THE FY 2021 PERFORMANCE-BASED BONUS (PBB)**

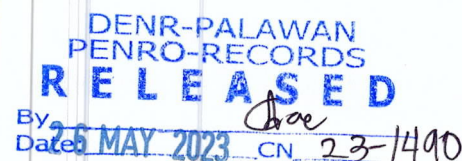
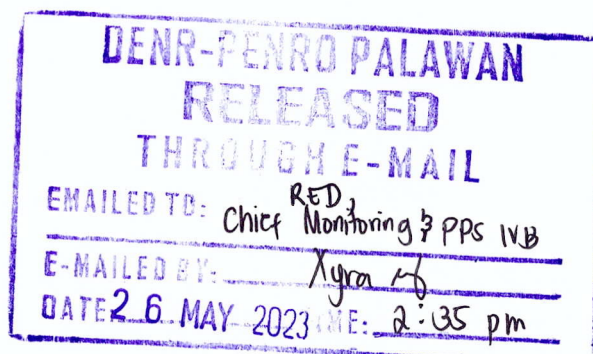
This is to reiterate PENRO Memorandum dated April 3, 2023 regarding Unanimous Manifestation/Appeal of Regulation and Permitting Section (RPS) personnel regarding the isolation from the grant of the FY 2021 Performance Based-Bonus.

For information and consideration.

For the PENR Officer:

*[Signature]*  
**WAMALAYDA S. TALABUCON**  
Planning Officer III/ OIC - MSD  
and Chief, Planning Section  
In-Charge, Office of the PENRO

TSD/File \*kkva  
Doc. Ref. No. 2023- 4845





R4B PENRO Palawan <penropalawan@denr.gov.ph>

ISOLATION OF UNITS/ PERSONNEL FROM THE GRANT OF THE FY 2021 PERFORMANCE-BASED BONUS (PBB)

Yahoo <pmd\_mimar4b@yahoo.com.ph> Fri, May 26, 2023 at 10:44 AM  
Reply-To: pmd\_mimar4b@yahoo.com.ph  
To: PENRO Occidental Mindoro <penroocc.mindoro@denr.gov.ph>, PENRO Oriental Mindoro New <penroor.mindoro@denr.gov.ph>, R4B PENRO Marinduque <penromarinduque@denr.gov.ph>, PENRO Romblon <penroromblon@denr.gov.ph>, Planning Romblon <planningromblon2015@gmail.com>, PENRO Palawan <penropalawan@denr.gov.ph>, PENRO Palawan <palawanpenro@yahoo.com>

RECEIVED  
BY: [Signature]  
DATE: 05-26-2023 23:4821

Good Day!

Sir/ Madam:

Furnishing you herewith is the signed memorandum regarding the above-mentioned subject matter.

For your information and record. Thank you.

MEMO FOR ALL PENR OFFICERS RE ISOLATION OF UNITS PERSONNEL FROM THE GRANT OF THE FY 2021 PERFORMANCE BASED BONUS.pdf  
7388K





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

**MEMORANDUM**

**TO :** ALL PENR OFFICERS

**FROM :** THE REGIONAL EXECUTIVE DIRECTOR

**SUBJECT :** ISOLATION OF UNITS/PERSONNEL FROM THE GRANT OF THE FY 2021 PERFORMANCE-BASED BONUS (PBB)

**DATE :** MAY 24 2023

This has reference to the advance copy of Memorandum from Usec. Atty. Jonas R. Leones regarding the final list of non-compliant Offices with the FY 2021 Performance-Based Bonus (PBB) requirements.

Please be informed that the DENR-PMT requested the Inter-Agency Task Force (IATF) for the re-evaluation of the submission of the Offices found non-compliant with the Agency Accountabilities. The results showed the isolation of more Offices as they also included in their assessment the submission of PENROs. For DENR MIMAROPA, below is the updated summary of non-compliant activities in the Region:

Activity	Accountable Office
Number of residential free patents issued	PENRO Oriental Mindoro <ul style="list-style-type: none"><li>• CENRO Roxas</li></ul> PENRO Palawan <ul style="list-style-type: none"><li>• All CENRO except Pto. Princesa</li></ul>
Number of hectares planted area maintained and protected	PENRO Occidental Mindoro <ul style="list-style-type: none"><li>• CENRO San Jose</li></ul>
PhilGEPS Posting	PENRO Marinduque <ul style="list-style-type: none"><li>• PBAC</li></ul>
Early Procurement Activities (EPA)	PENRO Romblon <ul style="list-style-type: none"><li>• PBAC</li></ul>
FY 2021 APP Non-CSE	PENRO Occidental Mindoro <ul style="list-style-type: none"><li>• PBAC</li></ul> PENRO Romblon <ul style="list-style-type: none"><li>• PBAC</li></ul>

In this regard, you are hereby requested to **update and resubmit** the final list of isolated unit/personnel most responsible for the non-compliances of identified activities. Please take note that the **results are final and no longer appealable**. Submit the names of the personnel to be isolated, including their section/unit, position, and salary grade (see template below) thru email at [mes.pmdmimaropa@gmail.com](mailto:mes.pmdmimaropa@gmail.com) not later than **24 May 2023**.

NAME	OFFICE	POSITION	SALARY GRADE

Attached is the copy of Memorandum (advance copy) for your guidance/ready reference and basis of isolation.

For immediate compliance.

  
**LORMELYN E. CLAUDIO, CESO IV**



Department of Environment  
and Natural Resources  
MIMAROPA Region



Doc ID: 110644

1515 DENR by the Bay Building, Roxas Boulevard, Brgy. 668, Ermita, Manila 1000  
DENR VOIP: (02) 8248-3367/ 8248-3468/ 8249-3367 local 2700  
Facsimile: (632) 405-0046  
Email: [mimaroparegion@denr.gov.ph](mailto:mimaroparegion@denr.gov.ph)  
Website: <http://mimaropa.denr.gov.ph/>



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
Tel Nos. (632) 929-6626 to 29, (632) 929-6252  
Website: <http://www.denr.gov.ph> / E-mail: [web@denr.gov.ph](mailto:web@denr.gov.ph)

MEMORANDUM

TO : All the Regional Executive Directors, except NCR  
The Bureau Directors (ERDB, FMB, BMB)

FROM : The Undersecretary of Policy, Planning and International Affairs  
and Chairperson, Performance Management Team

SUBJECT : **FINAL LIST OF NON-COMPLIANT OFFICES WITH THE FY  
2021 PERFORMANCE BASED BONUS (PBB)  
REQUIREMENTS**

DATE :

This refers to the letter from Achilles Gerard C. Bravo, Assistant Secretary of DBM and Chairperson, AO25 Inter-Agency Task Force-Technical Working Group (IATF-TWG) regarding the DENR's eligibility to the grant of the FY 2021 Performance-Based Bonus (PBB).

However, since the agency achieved a performance rating of below 4 in two (2) out of four (4) Dimensions and was found non-compliant in three (3) of the Agency Accountabilities, the unit/s most responsible (including its head) for the non-compliances will be isolated from the grant of FY 2021 PBB per Section 5.0 of MC 2021-1.

The PMT requested the IATF for the re-evaluation of the submission of the Offices found non-compliant with the Agency Accountabilities. The result showed the isolation of more Offices as they also included in their assessment the submission of the PENROs. Below is the summary of compliances:

OFFICE	PhilGEPS		EPA		2021 APP NON-CSE	
	Results as of Mar 13, 2023	Re-evaluated Results	Results as of Mar 13, 2023	Re-evaluated Results	Results as of Mar 13, 2023	Re-evaluated Results
TOTAL NO. OF COMPLIANT OFFICES	79	79	13	89	15	39
TOTAL NO. OF NON-COMPLIANT OFFICES	18	18	8	8	6	58
TOTAL NO. OF OFFICES	97	97	21	97	21	97

In this regard, you are hereby requested to **update and resubmit** the final list of isolated unit/personnel most responsible for the non-compliances with the criteria and conditions under the two (2) Dimensions of Accountability and the three (3) Agency Accountabilities, as shown in the attached document. Please note that the results are



final and no longer appealable. Any appeal from the isolated personnel shall be resolved in the level of sub-PMT.

Please submit the names of the personnel to be isolated, including their office/division/unit, position and salary grade to the Policy and Planning Service-Program Monitoring and Evaluation Division (PMED), on or before 25 May 2023, copy furnish the Human Resources Development Service – Personnel Division. You may also submit thru email at [ppso.pmed@denr.gov.ph](mailto:ppso.pmed@denr.gov.ph).

For your compliance.

**ATTY. JONAS R. LEONES**

cc: *Personnel Division – HRDS*  
*Property and Supply Management Division – Admin Service*



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](mailto:penropalawan@denr.gov.ph)  
Telfax No. (048) 433-5638 / (048) 433-5638

RF

April 3, 2023

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR MIMAROPA Region  
1515 L&S Bldg., Roxas Boulevard,  
Ermita, Manila

**FROM :** The Provincial Environment and  
Natural Resources Officer

**SUBJECT :** **ISOLATION OF UNITS/PERSONNEL FROM THE GRANT  
OF THE FY 2021 PERFORMANCE-BASED BONUS (PBB)**

This has reference to the Memorandum dated 16 March 2023 of Usec. Atty. Jonas Leonas, CESO I to the Regional Executive Directors *re: ISOLATION OF UNITS/PERSONNEL FROM THE GRANT OF THE FY 2021 PERFORMANCE-BASED BONUS (PBB)*.

In view whereof, respectfully endorsing the unanimous Manifestation/Appeal letter of the Regulation Permitting Section (RPS) of DENR Palawan concerning the above-mentioned Memorandum.

For information, record, and consideration.

DENR-PENRO PALAWAN  
RELEASED  
THROUGH E-MAIL

EMAILED TO: RED

E-MAILED BY: XYRA

DATE: 04 APR 2023 TIME: 1:39 pm

FELIZARDO B. CAYATOC

DENR-PALAWAN  
PENRO-RECORDS  
RELEASED

By: *da*

Date: 04 APR 2023 CN 23-868

DATA #20 - 3072

3-3138

DENR-PENRO PALAWAN  
RELEASED  
THROUGH E-MAIL

EMAILED TO: AN (CENRO)

E-MAILED BY: XYRA

DATE: 10 MAY 2023 TIME: 2:52 pm





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

DENR PENRO  
PALAWAN REGION  
RECEIVED

April 3, 2023

BY: *[Signature]*  
DATE: *04-03-2023* *22:2072*

FOR : Provincial Environment and Natural Resources Officer  
Palawan

FROM : Section Head  
Regulation and Permitting Section, PENRO Palawan

SUBJECT : ISOLATION OF UNIT/PERSONNEL FROM THE GRANT OF THE  
FY 2021 PERFORMANCE-BASED BONUS (PBB)

This has reference to the memorandum from Usec. Atty. Jonas R. Leones dated 16 March 2023 to the Regional Executive Directors re: *Isolation of Units/Personnel of the Regions from the Grant of the FY 2021 Performance-Based Bonus*. As per said memorandum, based on the evaluation of the AO 25 Inter-Agency Task Force, the Department of Environment and Natural Resources is eligible for the grant of the FY 2021 PBB. However, under DENR Memorandum Circular No.11 s 2021 the agency achieved a performance rating of below 4 in 2 out of 4 Dimensions and was found non-compliant in 3 of the Agency Accountabilities under section 5.0 of said memorandum circular. Thus, the unit/s most responsible (including its head) for the non-compliance will be isolated from the grant of FY 2021 PBB.

Through an electronic mail received last 22 March 2023, PENRO Palawan was informed by the Regional Office that the Performance Results for the year 2021 of MIMAROPA was on 61.91% or issued only 681 residential free patents out of the 1,100 target. Upon review, it was found out that Palawan only achieved 51.27% or had only 221 accomplished residential free patent applications out of 431 target. Thus, PENRO PALAWAN was identified as having failed to reach the standard performance criteria, conditions, and results and was not compliant to some of the activities of the Region. Also, the Regional Office further requested to identify the specific unit/personnel most responsible for the non-compliance/s.

In light of the foregoing, the PENRO PALAWAN would like to manifest that no personnel nor unit head is essentially negligent on the failure of the agency to reach the target but we would like to elaborate the following reasons which highly contributed to the outcome, to wit:

**The Lifting of Suspension of Title Ban in Selected Municipalities of Palawan**

It is sensible that the target set forth for Palawan in issuing residential free patent was high considering that then Acting Secretary Jim O. Sampulna issued a memorandum dated 2 March 2020 re: *Lifting of Suspension in the issuance, processing and approval of Survey Authority, Survey Plans, and Public Land Applications (PLAs) covering lots in the selected municipalities. (Herein attached as Annex A)*. These municipalities are Culion, Rizal, Busuanga, Roxas, Taytay, Balabac, Narra, and Brooke's Point. Thus, since some applications were already allowed, its turnout is expected to be higher compared to the past year.

It is noticeable that the memorandum did not include the thickly populated city/municipalities in Palawan such as Puerto Princesa City with a population of 307,079; Bataraza with 85,439; Coron with 65,855; El Nido with 50,494; and Quezon with 65,283. (*Copies of Tables of Total Population of Puerto Princesa City by Barangays and Palawan by Municipalities herein attached as Annex B and Annex B-1*).

*[Handwritten signature]*





The non-inclusion of the aforementioned city/municipalities greatly affected the output of the public land applications in Palawan since these areas have immense potential for residential free patent application aside from the subsisting ones.

**Palawan was under Strict Covid Protocols from year 2020 to year 2021**

From year 2020 to year 2021 the entirety of the Province of Palawan was under COVID-19 restrictions which hindered the movements of all the residents of said province most especially those who have transactions in government offices such as the DENR which included the applicants for residential free patents whose applications were pending before the CENROs of PENRO Palawan.

Considering that Palawan was placed in Enhance Community Quarantine (ECQ), Modified General Community Quarantine (MGCQ), and General Community Quarantine (GCQ) for the whole pandemic in 2020, the limited movement of the people greatly affected the number of applicants for residential free patent. *(A table of government restrictions for 2020 is hereby attached as Annex C)*. It is not viable for the personnel to reach the target number if there is a low number of applicants no matter how much the personnel encourage the people to apply. In 2021, though the restrictions were lenient compared to the last year, it must be pondered that there are still protocols observed and the province is still adjusting to the current set up. *(Attached here is a table of government restrictions for 2021 as Annex C-1)*

Another factor that needs to be considered is the generated income of the province. Official data of tourist flow from the Provincial Government of Palawan reveals that there was a drastic drop of the number of tourists who came to Palawan from 2020 to 2021. This contributed to the inability of the residents particularly the applicants for residential free patent to process their said applications, given the fact that tourism is one of the primary sources of income within the province of Palawan. It is noteworthy that in 2019, Palawan received a total of 1,987,605 and generated 86 billion pesos. *(2018 vs. 2019 Tourism Receipts is attached here as Annex D)*. As per the Palawan Tourism Promotions and Development Office, only 318,154 tourists arrived in Palawan for the year 2020 and only 64,901 in 2021, a clear cut in the income of the province as well as its inhabitants. *(The Official Data of Tourists Flow from the Provincial Government of Palawan is hereby attached as Annex D-1)*

Aside from the expenses for the processing of their applications, the applicants are also burdened by expenses paid for the travel and with the medical expenses such as Antigen Test as required by some local government units.

Further, for us to reach the 890 residential free patents, we requested through a memorandum for the Regional Executive Director dated 9 July 2020 to include the agricultural patents application. But our request was declined and instead of 890 target, it was increased to 1,814 residential applications to be accomplished in six (6) months. We have manifested our worry that we may not accomplish what was set forth for us in the mid 2020. *(Memorandum from the Provincial Environment and Natural Resource Officer for the Regional Executive Department dated July 9, 2020 re: Request for the Amendment of Target for the issuance of Residential Free Patents for CY 2020 is hereby attached as Annexed E)*

The pandemic is a situation no one can apprehend and prevent. As much as we want to deliver what is expected from us, we can only do so little.





**Palawan was the only Province in MIMAROPA Region 4-B that was under the mandate of DMC 2019-10**

Palawan was the only province in MIMAROPA Region 4-B that under the guidelines and/or procedure of DMC 2019-10. (*Herein attached as "Annex F"*). Such DMC provided more stringent requirements for the processing of the applications for residential free patent in Palawan this contributed to the inability of the applicants to swiftly comply with the submissions of their requirements especially during the covid 19 lockdown. Other PENROs in MIMAROPA still observed the DENR Administrative Order 2010-12 or the Implementing Rules and Regulations of R.A. 10023. The said DAO did not require the latest tax declaration for the application be given due course unlike in DMC 2019-10 which was implemented in Palawan. Corollary, the economic capability of the applicant is needed in order to obtain the latest tax declaration as proper payment of real property tax. As previously discussed, the income of the inhabitants was compromised by the pandemic. As per the Provincial Assessor Office, there was also a low turnout of payment of real property tax. Hence, the personnel cannot process the application if it lacks a requirement.

It is true that there are applications made in 2021 but we cannot take action on the said applications since they lack the requirements provided by DMC 2019-10 but such applications were considered as part of the continuing target for 2022. Our unit was able to issue more than half of the continuing target of residential free patents in 2022.


Overall, DENR Memorandum Circular No. 2019-10 has significantly affected the issuance of residential free patent as it increased the requirements needed for the processing, issuance, and approval thereof. All these circumstances, when combined, puts additional burden not only on the applicants but also the agency as well. Thus, it would be detrimental to the personnel to be deprived of their benefits due to circumstances beyond their control.

Therefore, in view of the foregoing, we pray that the justifications discussed above be considered and given due course and the suggested isolation of units/personnel from the grant of the FY 2021 Performance-Based Bonus (PBB) shall no longer be necessary.

Prepared by:

  
JIMMY C. VILLAREAL  
PENRO / RPS CHIEF

Noted by:

  
RONIE B. GANDEZA  
DMO IV/OIC, Technical Services  
Division



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

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Telfax No. (048) 433-5638/ (048) 433-5638

RF

April 3, 2023

MEMORANDUM

FOR : The Regional Executive Director  
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1515 L&S Bldg., Roxas Boulevard,  
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FROM : The Provincial Environment and  
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SUBJECT : ISOLATION OF UNITS/PERSONNEL FROM THE GRANT  
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RELEASED  
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EMAILED TO: RED

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FELIZARDO B. CAYATOC

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THROUGH E-MAIL

EMAILED TO: AM (CENROCC)

E-MAILED BY: Xyra

DATE: 10 MAY 2023 TIME: 2:52 pm

DATA #20 - 3072

3-3138





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

DENR PENRO  
PALAWAN REGION  
RECEIVED

April 3, 2023

BY: *[Signature]*  
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Palawan

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Therefore, in view of the foregoing, we pray that the justifications discussed above be considered and given due course and the suggested isolation of units/personnel from the grant of the FY 2021 Performance-Based Bonus (PBB) shall no longer be necessary.

Prepared by:

  
JIMMY C. VILLAREAL  
PENRO / RPS CHIEF

Noted by:

  
RONIE B. GANDEZA  
DMO IV/OIC, Technical Services  
Division