



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

MAY 03 2023

**MEMORANDUM**

**FOR** : The Regional Executive Director  
1515 DENR By the Bay Building, Roxas Blvd,  
Brgy.668, Ermita, Manila

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

**FROM** : The OIC, PENR Officer

**SUBJECT** : WORK AND FINANCIAL PLAN FOR CY 2023 OF APO REEF  
NATURAL PARK CHARGEABLE AGAINST THE PA RETENTION  
INCOME ACCOUNT IN THE AMOUNT OF SEVEN MILLION  
THREE HUNDRED SEVENTY-ONE THOUSAND PESOS  
(PHP7,371,000.00)

DENR MIMAROPA RECORDS SECTION <b>RECEIVED</b>	
MAY 05 2023	
<input type="checkbox"/> INCOMING	<input type="checkbox"/> OUTGOING
BY: <u>                    </u>	DATE NO. <u>                    </u>
TIME: <u>                    </u>	

This is in reference to the memorandum dated May 2, 2023 of CENRO For. Anastacio A. Santos, MPA regarding the above-cited subject. The total amount will be utilized for the protection, maintenance, administration and management of the Protected Area Management Office- Apo Reef Natural Park.

For information and approval.

  
ERNESTO E. TAÑADA



**Department of Environment and Natural Resources**  
**MIMAROPA Region**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**

May 2, 2023

**MEMORANDUM**

FOR : The Regional Executive Director  
1515 DENR By the Bay, Roxas Blvd.,  
Brgy. 668, Ermita, Manila

The OIC, PENR Officer  
DENR-PENRO, Mamburao, Occidental Mindoro

FROM : The CENR Officer

SUBJECT : WORK AND FINANCIAL PLAN FOR CY 2023 OF APO REEF  
NATURAL PARK CHARGEABLE AGAINST THE PA  
RETENTION INCOME ACCOUNT IN THE AMOUNT OF  
SEVEN MILLION THREE HUNDRED SEVENTY-ONE  
THOUSAND PESOS (PHP 7,371,000.00) ONLY

Respectfully forwarded is the memorandum, submitted by Protected Area Superintendent (PASu) Krystal Dayne T. Villanada dated May 2, 2023, regarding the utilization of the PA – RIA which is the 75% of the revenues accruing to the IPAF in the amount of Seven million three hundred seventy-one thousand pesos (**Php 7,371,000.00**) only, solely for the protection, maintenance, administration, and management of Apo Reef Natural Park for CY 2023.

For your information, consideration and approval.

  
FOR. ANASTACIO A. SANTOS, MPA



Department of Environment and Natural Resources  
MIMAROPA Region  
APO REEF NATURAL PARK  
Protected Area Management Office



May 2, 2023

**MEMORANDUM**

FOR : The Regional Executive Director  
1515 DENR By the Bay, Roxas Blvd.,  
Brgy. 668, Ermita, Manila

The OIC, PENR Officer  
DENR-PENRO, Mamburao, Occidental Mindoro

THRU : The CENR Officer

FROM : The Protected Area Superintendent

SUBJECT : WORK AND FINANCIAL PLAN FOR CY 2023 OF APO  
REEF NATURAL PARK CHARGEABLE AGAINST THE PA  
RETENTION INCOME ACCOUNT IN THE AMOUNT OF  
SEVEN MILLION THREE HUNDRED SEVENTY-ONE  
THOUSAND PESOS (PHP 7,371,000.00) ONLY

In pursuit of more effective and efficient implementation of year 2023 Annual Work and Financial Plan (AWFP) of Apo Reef Natural Park, submitted herewith is the Work and Financial Plan for CY 2023 as per specified on Item Nos. 7 and 8.3 of the Joint DENR – DBM Circular on RA No. 10629 and PAMB Resolution No. 003, Series of 2023 regarding the utilization of the PA – RIA which is the 75% of the revenues accruing to the IPAF in the amount of Seven million three hundred seventy-one thousand pesos (**Php 7,371,000.00**) only, solely for the protection, maintenance, administration, and management of Apo Reef Natural Park for CY 2023.

For your information, consideration and approval.

  
**KRYSTAL DAYNE T. VILLANADA**



## IPAF-RIA Requirements.

- ☐ WFP
- ☐ BF 200 (Financial Plan by P/A/P)
- ☐ BED Form 1 (Financial Plan)
- ☐ BED Form 2 (Physical Plan)
- ☐ BED Form 3 (MDP)
- ☐ Certificate of Availability of Fund
- ☐ Updated trial balance from PENRO Accountant
- ☐ PAMB Resolution (*with summary minutes if PAMB minutes is not available yet*)
- ☐ List of personnel working or designated to the PA
- ☐ Report on Physical Count of Property, Plant and Equipment (RPCPPE)
- ☐ Annual accomplishment report of previous WFP

### For motor vehicle:

- ☐ Deployment specification per Budget Circular No. 2017-01 and justification
- ☐ At least 3 quotation/canvass
- ☐ Inventory of existing motor vehicles by the PENRO following prescribed form of DBM

### For office equipment:

- ☐ Project Procurement Management Plan (PPMP)
- ☐ At least 3 canvass each for all capital outlays

### For facilities/infrastructure:

- ☐ Geo-hazard Certification from MGB MIMAROPA
- ☐ Specification and design of the building determined by or compliant to DPWH standards