

CY 2022: Q1 Regional Management Conference

March 17, 2022

Time Start: 9:15AM

Time End: 1:43PM

Issues and Concerns and Updates	Agreements/Commitments	Instructions	Persons/Office Responsible
RED's Time	This activity is the opportunity to evaluate and assess what has been accomplished in the past few months; We will tackle issues and concerns that are beyond the authority of the field offices and hindrances in their deliverables	Field Officials are encouraged to inform top management on issues that are beyond their authority for the Regional Office to provide ample solution to issues and concerns and deliver appropriate services	PENROs and CENROs
Presentation of Accomplishments and Updates of EMB10 by RD Reynaldo Digamo			
CDO River: Cagayan de Oro City has still no Sewerage Treatment Plant to date that contributes to fecal coliform exceeding the standard limit			
Iponan River is a priority waterbody due to presence of small-scale mining, there is an exceedance in fecal coliform, TSS level and Phosphates			
Tagoloan River: High level of Phosphates and Fecal coliform			
There are 47 perfected MOAs for Adopt-an-Estero Program signed from 2012 to 2021. But to date, 38 MOAs have lapsed	MOA signing is scheduled on March 22, 2022		EMB
5 waterbodies with on-going classification: Pugaan River, Lake Napalit, Maigo River, Panguil Bay, and Siloo River			
Established linkage with PPA for EMB vehicles to be prioritized when conducted water quality sampling in Misamis Occidental			
As of February 2022, 12 industries within Region 10 are issued with Cease and Desist Order	Companies issued with Cease & Desist order (12) to be included in the report to the CO (Planning)		EMB
Region 10 has 26 operational landfill, the most number in the country; EMB-10 funded the closure and rehabilitation of open dump sites			
As of February 2022, two policies have been issued; MC 2022-01 and DAO 2022-02			
<i>Solid Waste Management Project under the Task Force Bangon Marawi - Sub-committee on Land Resources Management</i>			
Materials are already procured for 8 Material Recovery Facilities which will be distributed among 8 barangays in Marawi City, but there are no areas for its installation	Budget for the 8 MRFs will be used for Centralized MRF instead		
Target date of completion for the Admin building is on April 2022 but to date only 45.23% is accomplished	Last March 16, 2022 RD Digamo conducted on site visit and coordinate with the contractor on the issue		EMB
Part of the area of the construction of SLF is within the municipality of Kapai; Drafted MOU with the LGU Kapai for the construction of a separate cell and leachate treatment facility for Kapai			
CEMS-COMS real time is linked to EMB Central Office.		RED: It should be searchable in the internet	EMB

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	RED: Include in the annual program other activities that will improve the water quality of CDO river	RED: Identify activities in partnership with LGUs and business that will improve the water quality	EMB
EMB is furnishing the RO with copies of issued ECCs. Query if FOs provided with copies of the ECCs.	PMD is consolidating and EMB can also provide copies to the PEMUs	EMB Field office could provide the copy, must be included in the report for submission to the Central Office	
Fast track re-vegetation surrounding the SLF	Conduct tree planting activity during special ENR celebrations		
MOA with CDORB is not perfected; Not all parties have signed and notarized	RD Digamo: Revive the MOA and have it signed by the parties and notarized	Coordinate again the other parties or members of the council to affix their sign	CDD
Presentation of Accomplishments and Updates of MGB10 by RD Felizardo Gacad			
Cycle time from investigation, completion of report and transmission of report to the regional office.	Improve timelines in reporting and routing of documents/reports.	RED requires all PENROs and CENROs to ensure that referrals are routed on time. Issues requiring urgent action shall be communicated through Viber.	PENROs and CENROs
Availability of Technical Personnel at the PENRO due to conflict of schedule			
Clearance/certification of infrastructures within 1 km distance from applied areas. MGB required Clearance from DPWH and NIA.			
Compliance to recommendations stipulated in the pre-evaluation report			
Harmonization of administrative issuances related to enforcement of mining laws, and its IRR.	Conference with DENR for harmonization.	RED: MGB-10 to coordinate with ARD MS and Chief Legal Division to schedule an activity	MGB, ARD for MS and Legal Division
A lot has already been done regarding Task Force Kinaiyahan. It is time to consolidate accomplishments. No record on the birth of "Task Force Kinaiyahan"	Check legal implications		EMB and DENR 10
Camiguin issues a 10-day Sand and Gravel Permit.	If we adopt a one-river system, MGB will send technical staff to get technical description and make a Work Program.		MGB
Paperless Online Application	Trial run on April 2022		
CENRO Dahonog requested the presence of MGB embedded personnel at CENRO for levelling off and to provide technical assistance during meetings with LGUs	RD Gacad will send the MGB embedded personnel to visit CENRO Gingoog City on Monday, March 21, 2022.		MGB/Embedded personnel
Presentation of Updates/Instructions of Technical Services by For. Noe Calipusan, Jr.			
Updates on upcoming activities of divisions under Technical Services and Status of Compliance to Instructions			
Conduct of Handog Titulo Distribution for CY 2022		Confirm on the number of available patents that are ready for distribution and the proposed date of ceremonial awarding in coordination with the LGU	All PENROs

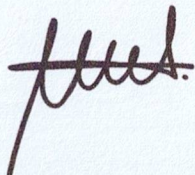
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Conduct of Training on Forestry Law Enforcement and Basic Self-defense on March 22-24, 2022 at Harbor Lights, Cugman, Cagayan de Oro City		Reschedule to March 29, 2022 to be attended by the ARDs	Enforcement Division
- Oroquieta (Partially complied), Camigun and Misamis Oriental has no compliance for Arboretum		Submit updates with photographs on established arboretums	All PENROs
Partnership with SUCs on clonal nurseries, forest research, and mangrove reforestation activities	The region has requested this document on February 28, 2022, in compliance with the Memo dated February 24, 2022 from ASEc Amaro	Submit Compliance	PENROs Camiguin, Lanao del Norte, Misamis Occidental, Misamis Oriental
	The region initially submitted compliance to CO using the prescribed template on the Memorandum of Agreement (MOA) for Clonal Production with Central Mindanao University		
Presentation of Updates/Instructions of Management Services and QMS Implementation by ARD Felix Mirasol			
QMS Update on Internal Quality Audit			
-based on the internal audit conducted there are non-conformities; if there are 2 non-conformities the agency cannot be recertified			
-IA for LPDD on TCP for Hazardous Trees -documents show lapse in TaT as per CC -recommendation: offices to conduct mock audit		To conduct mock audit	LPDD
-IA for CENRO Iligan City on ENGP Billing -CENRO Iligan have not shown document as proof for request for validation of accomplishment		To prepare necessary documentary evidence	CENRO Iligan City
-IA for PENRO Misamis Occidental on Issuance of WLTP -no documented information showing description of non-conformity such as correction		To prepare necessary documentary evidence	PENRO Misamis Occidental
-IA for CENRO Valencia City on Procurement Goods -Incomplete details on forms		To prepare documents conforming the requirements	CENRO Valencia City
-IA of PENRO Bukidnon on Processing of Claim -no internal control in monitoring the status of its documents		To comply with the findings	PENRO Bukidnon
-IA for CENRO Initao on Issuance of Export Authority -unable to provide evidence of TaT and received		Provision of required evidence	CENRO Initao
-IA for SMD on Survey Returns -verification and approval of survey returns are not compliant with RA 11032		Provision of required evidence based on requirements	Surveys and Mapping Division
Opportunities for Improvement on ROAAP			
-E/I Issues and Needs of Expectations needs to be reviewed and polished and pandemic situation should be considered		Review/revise ROAAP if applicable	All Offices
-contain only the facts relevant to the process			
-update ROAAP to consider response to pandemic			
-identify the interested parties			
Opportunities for Improvement on Procedure			

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-include the process steps the uploading of the document to the Document Security System to demonstrate traceability and preservation of approved permit		Revisit/review procedure	All Offices
-reactive measure should be at the level of the process owner			
-update procedure to delienate PENRO and CENRO responsibilities			
-set a timeline for each process step based on actual processing time. create a process flow			
-the process steps must be enhanced due to lacking procedures neing implemented			
Opportunities for Improvement: ISO 9001:2015			
-office must establish an internal dontrol which it can respond to customer inquiries		Revisit/review documented information, maintained documents and retained documents	All Offices
-faster response time on handling queries through social media			
-feedback mechanism: feedback mechanism even at CENRO level			
-release of products and services: indicate time of receipt and release of document, with complete name of person			
-release of products and services: proper form that would serve as evidence that product or service is received.			
checklist can be improved to inclkude review of submitted requirements			
-non-conforming output: formalize documentation of NCs			
office must practice observing completely filled-out documents			
Good practices			
Provision of ICT Technical Support			
Risks			
-Remittance of Mandatory Deductions and Loans			
Provision of TAS on FLUP			
-Issuance of TCP on Hazardous Trees			
-ENGP Billing			
-ENGP Contracting			
QMS Audit Guide			
Schedule of QMS External Audit	Admin and PMD to join the 4 divisions at the Conference Room		Admin Division and Planning and Management Division
- April 1: CENRO Iligan City and CENRO Valencia City			
- April 4: PENRO Misamis Occidental			
- April 5: PENRO Camiguin			
- April 6: RO: CDD, ED, LPDD, and SMD			
Performance Evaluation	Field Offices must secure their own copy of the CSS		PENROs and CENROs

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SPMS Rating for CY 2021			
1. PENROs			
Bukidnon (4.507)			
Misamis Occidental (4.455)			
Misamis Oriental (4.403)			
Lanao del Norte (4.293)			
Camiguin (4.291)			
2. CENROs			
Manolo Fortich (4.562)			
Valencia City (4.505)			
Don Carlos (4.468)			
Talakag (4.455)			
Kolambugan (4.353)			
Gingoog (4.295)			
Ozamiz (4.282)			
Oroquieta (4.269)			
Iligan (4.186)			
Initao (4.101)			
3. RO Divisions:			
Management Divisions:			
PMD (4.833)			
Finance (4.832)			
Admin (4.808)			
Legal division (4.560)			
Technical Divisions:			
Enforcement Division (4.204)			
SMD (4.155)			
CDD (4.122)			
LPDD (4.114)			
Presentation of Physical Performance by PMD Chief, Mabel Gemma A. Ravanera			
Below 100% accomplishment as of March 11, 2022		RED: Increase accomplishment in the coming months; Get a copy of the presentation as your guidance	All Offices
Weekly Report is closed every 5PM Thursday for PMD to consolidate for submission to the Office of the Secretary every Friday before 12 noon			All Offices
Presentation of Financial Performance by Finance Chief, Pura Pallares			
Fund 101		Improve financial obligation and	PENROs, CENROs
Obligation Rate: 20%		disbursement	and Regional Office
Disbursement Rate: 41%			Division Officers
1. Forest Development, Rehabilitaiton and Maintenance and Protection	PENRO Bukidnon committed to increase its obligation		

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The obligation rate of RO will increase upon the conduct of ED activities			
2. Protected Areas Development and Management			
Low obligation rate due to procurement process; Offices are advised to prepare the procurement documents awaiting for the authority to purchase			
3. Protection and Conservation of Wildlife			
PENRO LDN has 4% obligation rate and Mis Or at 7%	Activities of PENRO Lanao are for PhilGEPS posting		
4. Management of Coastal Resources			
5. Land Survey and Disposition and Records Management			
PENRO LDN has 3%	PENRO LDN to facilitate the lacking requirements		
6. CARP			
SAA was just released to R10 on March 2022	CDD to facilitate to improve utilization		
7. COA Circular 2009-001 dated February 12, 2009			
-Audited Agencies to provide COA with a copy of perfected contracts and purchase orders within 5 working days upon the approval together with the supporting documents for review.			
- 9 contracts were submitted within 5 working days and 1 contract was submitted beyond 5 days from date of perfection of the contracts			
-We have not complied with the Circular, resulting to an AOM received by DENR on November 9, 2021			
-Management should instruct personnel concerned to ensure that any contract executed by the agency should be submitted to the COA within 5 working days from the date of execution			
By end of the March, obligation rate should be at least 25%	RED: PMD and Finance Division provide a copy of the presentation		Planning and Management Division and Finance Division
	RED: Finance prepare memo instructing all units to comply with this instruction		Finance Division

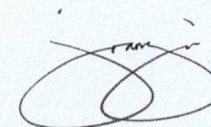
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Planning Officer IV

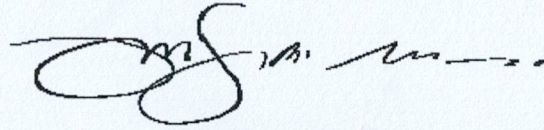


ROSALIA B. ACUB
Project Evaluation Officer II

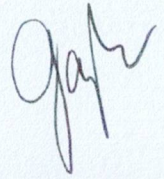


JOCYL ANN B. EJOC
Technical Support Staff

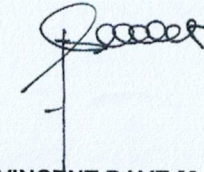
Online Collaborators:



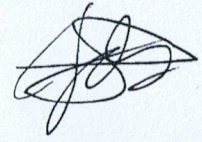
JOBBIE C. PORQUEZ
ISA II, PENRO Lanao del Norte



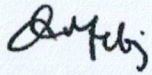
ANN CHRISTINE S. GALVEZ
ISA II, PENRO Camiguin



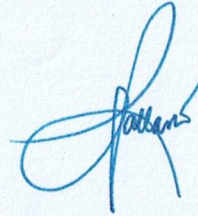
VINCENT DAVE M. LOYOLA
ISA II, PENRO Misamis Oriental



JIEL NIÑO B. GAID
ISA II, PENRO Misamis
Occidental

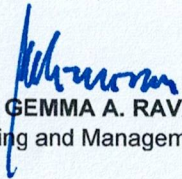


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Recommending Approval:



MABEL GEMMA A. RAVANERA
Chief, Planning and Management Division

Approved by:

FELIX S. MIRASOL, JR.
ARD for Management Services

"For and in the Absence of the
Assistant Regional Director for
Management Services."



PURA T. PALLARES
Chief, Administrative Officer
Finance Division 3/22