



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN
Provincial Environment and Natural Resources Office Cotabato



MEMORANDUM

FOR : **The Regional Executive Director**
DENR XII, Koronadal City

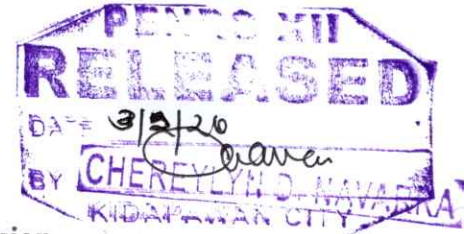
THRU : **The ARD for Management Services**

ATT'N : **The Chief, Planning and Management Division**

FROM : **The PENR Officer**
PENRO XII-4, Kidapawan City

SUBJECT : **CONSOLIDATED PHYSICAL AND FINANCIAL ACCOMPLISHMENT REPORT OF PENRO COTABATO FOR THE MONTH OF FEBRUARY CY 2026**

Date : **March 2, 2026**



Respectfully submitted is the herein Physical and Financial Accomplishment Report of PENRO Cotabato for the month of February CY 2026.

For information and record.

“For and in absence of
The PENR Officer:

MA. THERESA C. MENOR
Chief MSD/Office- In- Charge




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PIOT-2024-309

6. Improvement/Establishment of Nurseries for Seedling Distribution (Per CENRO and Implementing PENRO)	Nurseries established/maintained/operated	2								400,000.00									
DISTRICT 1 - CENRO MID.		1								200,000.00									
DISTRICT 3 - CENRO MAT.		1								200,000.00									
- Maintenance and Operation of MMFN		1								820,000.00									
DISTRICT 2 - PENRO		1																	
9. Hiring of ENR Extension Officers	ENR Extension Officers hired	2	2	2	2	2	100%	100%											
DISTRICT 3 - CENRO MAT.	P22,260/mo	2	2	2	2	2	100%	100%	615,000.00	307,032.00	307,032.00					50%	0%		
12. Hiring of Financial Analyst	P22,260/mo	1	1	1	1	1	100%	100%	308,000.00	153,516.00	153,516.00					50%	0%		
-assistance on REFO Project		1	1	1	1	1	100%	100%											
-Accounting graduate or any Business related course																			
13. Hiring of Data Management Officer	P22,260/mo	3	3	3	3	3	100%	100%	308,000.00	153,516.00	153,516.00					50%	0%		
		1	1	1	1	1	100%	100%											
		1	1	1	1	1	100%	100%											
		1	1	1	1	1	100%	100%											
III. Structural Measures										1,466,000.00									
1. Establishment of Small Water Impounding	SWIS constructed(cu.m.)	20																	
* For Risk Resiliency Program(RRP)										733,000.00									
DISTRICT 1 - CENRO MID.		10								733,000.00									
DISTRICT 3 - CENRO MAT.		10																	

Prepared by:


ANNALYN M. ESCOTE
 FOR/II/Actg.PO

Reviewed by:


AL FAHD NAIF L. MAPANDI
 Chief, PMS

Approved by:


NOVA AMOR JASMIN
 Accountant III/Asst. Division Chief for the MSD


MA. THERESA C. MENOR
 Chief MSD/Office-In-Charge

Physical and Financial Accomplishment Monitoring Report

As of the Month of FEBRUARY

Year 2026

Region: XII-4

Program/Project/Activity	Performance Indicators	PHYSICAL							Fund Source	FINANCIAL						Remarks/Justifications for those activities with low and high percentage accomplishments		
		TARGET			February	To Date	% Accom (To Date)	% Accom (Annual)		Allotment	Released	Obligation		Disbursement			% Budget Utilization Rate (BUR)	
		Annual Target	This Month	To Date								This Month	To date	This Month	To date		Obligation/Allotment	Disbursement/Allotment
		(5)	(6)	(7)	(8/7*100)	(9/5*100)	(12)	(13)		(14)	(19)	(20)	(21)					
Gen.MGT.&SUPERVISION																		
1.Personel Management																		
a. Maintenance of Personnel Inform	personnel records maintained/updated (No.)	234	234	234	234	234	100%	100%	50,000.00									
DISTRICT 2 (PENRO)		92	92	92	92	92	100%	100%										
CENRO MID. -DISTRICT 1		70	70	70	70	70	100%	100%										
CENRO MAT. - DISTRICT 3		72	72	72	72	74	103%	103%										
b. Digitization of 201 Files	201 files digitized (no.)	234							200,000.00									
DISTRICT 2 (PENRO)		92																
CENRO MID. -DISTRICT 1		70																
CENRO MAT. - DISTRICT 3		72																
c. Submission of SALN (R.A. 6713)	100% SALN submission	1	1	1		1	100%	100%										
DISTRICT 2 (PENRO)		1	1	1		1	100%	100%										
CENRO MID. -DISTRICT 1		1	1	1		1	100%	100%										
CENRO MAT. - DISTRICT 3		1	1	1		1	100%	100%										
3. Performance Management																		
Sub-PMT Meeting	meeting conducted (no.)	2	1	1		1	100%	50%	50,000.00									
- OPCR	100% OPCR on approved SPMS submitted to RO	3	3	3		3	100%	100%										
DISTRICT 2 (PENRO)		1	1	1		1	100%	100%										
CENRO MID. -DISTRICT 1		1	1	1		1	100%	100%										
CENRO MAT. - DISTRICT 3		1	1	1		1	100%	100%										
	100% OPCR rated based on approved SPMS submitted to RO	6	3	3		3	100%	50%										
DISTRICT 2 (PENRO)		2	1	1		1	100%	50%										
CENRO MID. -DISTRICT 1		2	1	1		1	100%	50%										
CENRO MAT. - DISTRICT 3		2	1	1		1	100%	50%										
- DPCR	DPCR commitment based on approved SPMS submitted to RO	2	2	2		2	100%	100%										
DISTRICT 2 (PENRO)		2	2	2		2	100%	100%										
	DPCR rated based on approved SPMS submitted to RO	4	2	2		2	100%	50%										
DISTRICT 2 (PENRO)		4	2	2		2	100%	50%										

of Buildings and Other Structures										
a. Maintenance of Office Facilities	office building and facilities	7	7	7	7	7	100%	100%	100,000.00	
	DISTRICT 2 - PENRO	5	5	5	5	5	100%	100%		
	DISTRICT 1 - CENRO MID.	1	1	1	1	1	100%	100%		
	DISTRICT 3 - CENRO MAT.	1	1	1	1	1	100%	100%		
b. Inventory/ Validation of PPE	report on inventory/								30,000.00	
	DISTRICT 2 - PENRO	1								
c. Registration and Renewal of GSIS										
c.1 Building and its Contents	Buildings and its content (on fire, lightning, and earthquake (no.))	7								
	DISTRICT 2 - PENRO	5								
	DISTRICT 1 - CENRO MID.	1								
	DISTRICT 3 - CENRO MAT.	1								
c.2 LTO Registration/Renewal of	Motor vehicles registered	8								
	DISTRICT 2 - PENRO	4								
	DISTRICT 1 - CENRO MID.	1								
	DISTRICT 3 - CENRO MAT.	3								
c.3 LTO Registration/Renewal of Motorcycle	Motor vehicles registered	17								
	DISTRICT 2 - PENRO	4								
	DISTRICT 1 - CENRO MID.	6								
	DISTRICT 3 - CENRO MAT.	7								
c.4 motor vehicle (four-wheeled)	Motor vehicles (four-	8								
	DISTRICT 2 - PENRO	4								
	DISTRICT 1 - CENRO MID.	1								
	DISTRICT 3 - CENRO MAT.	3								
c.5 motorcycle (two-wheeled)	Motorcycle insured (no.)	17								
	DISTRICT 2 - PENRO									
	DISTRICT 1 - CENRO MID.									
	DISTRICT 3 - CENRO MAT.									
d. Report of Unserviceable Properties , Plant and Equipment	100% of returned unserviceable property within the quarter with Inventory and Inspection of Unserviceable Property (IIRUP) prepared (no.)	4							20,000.00	
	DISTRICT 2 - PENRO									
f. Preparation of Disposal Plan	Disposal Plan submitted (no.)								15,000.00	
	DISTRICT 2 - PENRO	1								
e. Disposal of unserviceable Properties	Disposal Plan submitted (no.)								20,000.00	
	DISTRICT 2 - PENRO	1								
g. Maintenance of four wheeled motor vehicle	four wheeled motor vehicle maintained (no.)								60,000.00	
	DISTRICT 2 - PENRO	6								
motorcycle procured under	motorcycle maintained (no)	10							100,000.00	
forest protection 2020-2021										
	DISTRICT 2 - PENRO	2								
	DISTRICT 1 - CENRO MID.	4								
	DISTRICT 3 - CENRO MAT.	4								
9.Collection of Fees										
	OR issued	12	1	2	1	2	100%	17%	60,000.00	
	DISTRICT 2 - PENRO	12	1	2	1	2	100%	17%		
	DISTRICT 1 - CENRO MID.	12	1	2	1	2	100%	17%		
	DISTRICT 3 - CENRO MAT.	12	1	2	1	2	100%	17%		
10. BUDGET EXECUTION (Budget/Accounting)										
a. Preparation and submission of f	FY 2025 Financial plan prepared & submitted (no.)	1								

DISTRICT 2 - PENRO		1								30,000.00									
b. processing vouchers, payrolls, N-voucher and payroll																			
DISTRICT 2 - PENRO		2,000	30	30	91	122	407%	6%		50,000.00									
c. Preparation of Budget Accountability Reports (BFARs)																			
DISTRICT 2 - PENRO	Budget and Financial Accountability Reports prepared/ reviewed/ analyzed and consolidated and	49	1	2	1	2	100%	4%		50,000.00									
-- BAR NO. 1		4																	
-- FAR NO. 1		4																	
-- FAR NO. 1A		4																	
-- FAR NO. 1B		4																	
-- FAR NO. 1C		4																	
-- FAR NO. 2		4																	
-- FAR NO. 2A		4																	
-- FAR NO. 5		4																	
-- FAR NO. 6		4																	
-- FAR NO. 3		1																	
-- FAR NO. 4	*monthly	12	1	2	1	2	100%	17%											
d. Summary of Performance Monitoring Report (SPMR)	PENROs consolidated reviewed financial utilization reports (Monthly)																		
DISTRICT 2 - PENRO		12	1	2	1	2	100%	17%		25,000.00									
e. Sustained Compliance to Audit Findings (CAAR/AOM) (semestral)	Audit findings/ recommendations implemented.complied (no.)																		
DISTRICT 2 - PENRO		2								40,000.00									
f. Attendance to workshop, and Conference	Activity conducted (No.) Workshop attended with report submitted (no)																		
DISTRICT 2 - PENRO	Report submitted to the office 5 days after the	2								50,000.00									
g. Submission of Financial Reports	Monthly report submitted (no.) Quarterly PENRO reports submitted to RO (no.)																		
DISTRICT 2 - PENRO		12	1	2	1	2	100%	17%		30,000.00									
i. Hiring of Administrative Assistant (under PENRO Accountant & Budget Officer and PENRO Planning & Admin)	Admin. Asst. hired (no.)																		
DISTRICT 2 - PENRO	**semestral (Contract)	4	4	4	4	4	100%	100%		1,130,000.00	564,960.00	564,960.00				50%	0%		
11. Cashiering	Cheques/Advices prepared (no.)																		
DISTRICT 2 - PENRO		300	30	30	30	70	233%	23%		50,000.00									
12. Top Management Supervision	Paper/documents acted upon (no.)	3,000	250	250	515	921	368%	31%		50,000.00									
DISTRICT 2 - PENRO		1,500	120	120	120	242	202%	16%											

DISTRICT 1 - CENRO MID.		750	60	60	227	292	487%	39%										
DISTRICT 3 - CENRO MAT.		750	65	65	168	387	595%	52%										
13. Updating of Citizen's Charter Processess	Citizen's Charter Report Submitted	3																
DISTRICT 2 - PENRO		1																
DISTRICT 1 - CENRO MID.		1																
DISTRICT 3 - CENRO MAT.		1																
14. Conduct of Management	Conference conducted(no.)																	
Conference	Report submitted (no.)																	
DISTRICT 2 - PENRO		4																
16. Quality Management System (QMS)		1																
DISTRICT 2 - PENRO		1																
DISTRICT 1 - CENRO MID.		1																
DISTRICT 3 - CENRO MAT.		1																
A.01.b HUMAN RESOURCE DEVELOPMENT																		
6. Health and Wellness:																		
6.a Health Awareness Activity	activity conducted (no.)	3																
	Report submitted (no.)																	
DISTRICT 2 - PENRO		1																
DISTRICT 1 - CENRO MID.		1																
DISTRICT 3 - CENRO MAT.		1																
A.02 SUPPORT TO OPERATIONS																		
A.02.a Data Management including System Dev. and Maintenance																		
1. Network Infrastructure																		
Maintenance																		
	- 90% network uptime maintained with report	1	1	1	1	1	100%	100%										
DISTRICT 2 - PENRO	-100% Website Maintained	1	1	1	1	1	100%	100%										
	-Internet connectivity/ maintained/	8	8	8	8	8	100%	100%										
DISTRICT 2 - PENRO		4	4	4	4	4												
DISTRICT 1 - CENRO MID.		2	2	2	2	2												
DISTRICT 3 - CENRO MAT.		2	2	2	2	2												
DISTRICT 2 - PENRO	-Server Room Maintained/ operationalized/ monitored (no.)	1	1	1	1	1	100%	100%										
	-VOIP maintained/ operationalized/ monitored (no.)	3	3	3	3	3	100%	100%										
DISTRICT 2 - PENRO		1	1	1	1	1												

DISTRICT 1 - CENRO MID.		1	1	1	1	1												
DISTRICT 3 - CENRO MAT.		1	1	1	1	1												
	-Safety and Security System equipment maintained/operationalized/	40	40	40	51	51	128%	128%	40,000.00									
DISTRICT 2 - PENRO		22	22	22	30	30	136%	136%										
DISTRICT 1 - CENRO MID.		8	8	8	11	11	138%	138%										
DISTRICT 3 - CENRO MAT.		10	10	10	10	10	100%	100%										
4. Acquisition of secondary internet connectivity subscription	secondary internet connectivity subscription acquired (no.)	3	3	3	3	3	100%	100%										
5. IT Related Helpdesk Support	100% IT related issues resolved/acted upon within 2 working days	1	1	1	1	1	100%	100%										
6. Hiring of GIS Operator	GIS OPERator hired (no.)	1	1	1	1	1	100%	100%	240,000.00		120,000.00	120,000.00				50%	0%	
7. Hiring of ICT Staff	ICT Staff hired (no.)	1	1	1	1	1	100%	100%										
DISTRICT 2 - PENRO	1 IT Helpdesk Support/CENRO @20k/Month	1	1	1	1	1	100%	100%	240,000.00		120,000.00	120,000.00				50%	0%	
DISTRICT 1 - CENRO MID.	1 IT Helpdesk Support/PENRO @20k/Month	1	1	1	1	1	100%	100%	240,000.00		120,000.00	120,000.00				50%	0%	
DISTRICT 3 - CENRO MAT.		1	1	1	1	1	100%	100%	240,000.00		120,000.00	120,000.00				50%	0%	

9. Statistical Activities																		
b. Coordination/linkages on statistical activities	Report Submitted(No.)	1																
DISTRICT 2 - PENRO									40,000.00									
c. Updating of Provincial ENR Statistical Profile	ENR Statistical Profile Up	1																
DISTRICT 2 - PENRO									45,000.00									
10. DENR Control Map	100% of required maps u /uploaded to the DENR Map Portal by June 30.	1			1	1	100%		30,000.00									
DISTRICT 2 - PENRO		1			1	1			10,000.00									
DISTRICT 1 - CENRO MID.		1			1	1			10,000.00									
DISTRICT 3 - CENRO MAT.		1			1	1			10,000.00									
11. Operation/Maintenance of Enhanced Forestry Information System (e-FIS)	Newly encoded approved forest tenure/PTPR data / information accepted and quarterly database updated (no)	3																
DISTRICT 2 - PENRO	Newly encoded approved forest tenure/PTPR data / evaluated and	1																
DISTRICT 1 - CENRO MID.	submitted online to Region (no)	1																
DISTRICT 3 - CENRO MAT.	Newly approved forest tenure/PTPR data/information, system and submitted online to PENRO(no)	1																

Financial Plan														
- PENRO/Sectoral Consultation														
Pre-programming Workshop														
- National Reprogramming Workshop														
- WFP Review and Finalization														
DISTRICT 2 - PENRO														
1														
130,000.00														
2. Monitoring & Evaluation of Accomplishments														
-PENRO and CENRO monitored (no.) reports submitted														
4														
250,000.00														
DISTRICT 2 - PENRO														
4														
83,333.34														
DISTRICT 1 - CENRO MID.														
4														
83,333.33														
DISTRICT 3 - CENRO MAT.														
4														
83,333.33														
3. Attendance to Training														
100% Workshop/Meetings														
4														
<i>(Planning related trainings)</i>														
attended (no.) with report submitted														
***To include other Statistical Activities														
7 working days after attendance in local														
DISTRICT 2 - PENRO														
meetings/workshops														
121,000.00														
4. Hiring of Planning Support Staff														
3														
3														
3														
3														
3														
100%														
100%														
792,000.00														
396,000.00														
396,000.00														
50%														
0%														
DISTRICT 2 - PENRO														
Planning Support Staff hired (no.)														
1														
1														
1														
1														
1														
100%														
100%														
264,000.00														
132,000.00														
132,000.00														
50%														
0%														
DISTRICT 1 - CENRO MID.														
PENROs (2)/CENROs (1) @ 22k/Month														
1														
1														
1														
1														
1														
100%														
100%														
264,000.00														
132,000.00														
132,000.00														
50%														
0%														
DISTRICT 3 - CENRO MAT.														
1														
1														
1														
1														
1														
100%														
100%														
264,000.00														
132,000.00														
132,000.00														
50%														
0%														
5. Hiring OF PENRO Planning Support Staff														
1														
1														
1														
1														
1														
PENRO														
Planning Support Staff hired (no.)														
264,000.00														
132,000.00														
132,000.00														
50%														
0%														
6. Executive Committee Meeting														
Executive Committee Meeting														
48,000.00														
DISTRICT 2 - PENRO														
coordinated/facilitated (no.)														
4														
A.03.g. ENFORCEMENT OF LAWS, RULES AND REGULATIONS														
1. Forest Products Utilization and Land Use Regulation														
a. Compliance monitoring of existing agreements and permit														
3														
tenurial instrument holders														
assessed/evaluated with														
categorical recommendation (no.)														
- CBFMA														

• Menu 7.2																
Hiring of Legal Officers	Legal Officers hired (no.)	2	2	2	2	2	100	100	600,000.00	300,000.00	300,000.00	-	-	50%	0%	
Hiring of Lawyers (for augmentation)																
- Attorney III																
- Legal Researcher I																
- Legal Assistant II																
DISTRICT 1 - CENRO MID.		1	1	1	1	1			300,000.00	150,000.00	150,000.00			50%	0%	
DISTRICT 3 - CENRO MAT.		1	1	1	1	1			300,000.00	150,000.00	150,000.00			50%	0%	
• Menu 10.1																
Support to Full Operationalization of Lawin System																
a. Hiring of FPOs	Forest protection officer	4	4	4	4	4	100	100	600,000.00	300,000.00	300,000.00	-	-	50%	0%	
-Patrols conducted (no)																
-Distance Patrolled (km)																
-Reports submitted with at least 75% of the observed threats actions taken (no)																
-Quarterly Patrol Plan endorsed to the Regional Office (no.)																
DISTRICT 1 - CENRO MID.		2	2	2	2	2			300,000.00	150,000.00	150,000.00			50%	0%	
DISTRICT 3 - CENRO MAT.		2	2	2	2	2			300,000.00	150,000.00	150,000.00			50%	0%	
b. Daily Allowances (TEVs)	Patrol route prepared & conducted (km.)	1,260	105	210	114.36	228.76	109	18	1,260,000.00							
(10 km /month/team)																
DISTRICT 1 - CENRO MID.		510	43	86	52.66	103.06	120	20	510,000.00							
DISTRICT 3 - CENRO MAT.		750	62	124	61.70	125.70	101	17	750,000.00							
Reports submitted with at least 75% of the observed threats actions taken (no.)		12	1	2	1	2	100	17								
DISTRICT 1 - CENRO MID.		12	1	2	1	2										
DISTRICT 3 - CENRO MAT.		12	1	2	1	2										
Quarterly patrol plan endorsed to FMB		4														
DISTRICT 1 - CENRO MID.		4														
DISTRICT 3 - CENRO MAT.		4														
PROTECTED AREAS WILDLIFE, COA																

ENFORCEMENT OF PA WILDLIFE & CAVE									
1.Processing/Issuance of Permits	Wildlife permit applications acted	5							30,000.00
	upon within the number of								
DISTRICT 1 - CENRO MID.	days as prescribed by the law (no)								12,000.00
DISTRICT 3 - CENRO MAT.	LTP: 1-2 days								18,000.00
	-CWR: 7 days								
b. Compliance Monitoring of CWR & WFP	100% of the holders of Cert	8							40,000.00
	Wildlife Registration (CWR) in the								
	Region monitored relative to their								
	compliance with the terms and								
	conditions of the wildlife permit								
DISTRICT 1 - CENRO MID.		1							5,200.00
DISTRICT 3 - CENRO MAT.		7							34,800.00
Wildlife Farm Permit (WFP)	100% of the holders of Wildlife Permit Farm (WFP)								
DISTRICT 1 - CENRO MID.		1							4,000.00
9 . Revenues Generation	Revenues Generated (Php)	2,621,000	50,913	101,826	151,035	247,538	243,099	9.444	
FMS		2,500,000	41,666	83,332	135,626	214,614	257,541	8.585	
DISTRICT 2 - PENRO		2,000,000			1,548	2,236			
DISTRICT 1 - CENRO MID.		50,000	4,166	8,332	30,760	37,126			
DISTRICT 3 - CENRO MAT.		450,000	37,500	75,000	103,318	175,252			
LMS		110,000	9,165	18,330	12,758.85	18,254	9958.46%	1659.44%	
DISTRICT 2 - PENRO		10,000	833	1,666		200			
DISTRICT 1 - CENRO MID.		50,000	4,166	8,332	4,800	7,985			
DISTRICT 3 - CENRO MAT.		50,000	4,166	8,332	7,958.85	10,069			
PAWS/EMS		1,500	82	164	2,650	2,650	161585.37%	17666.67%	
DISTRICT 1 - CENRO MID.		750	41.00	82					
DISTRICT 3 - CENRO MAT.		750	41.00	82	2,650	2,650			

-ring weeding/brushing		509																	
-patrol work		100																	
-maintenance of firelines																			
-replanting																			
-pest and disease control																			
-conduct of geotagging																			
- setting up of pole/markers to mark the boundaries of NGP sites, and/or signages																			
Hiring of Extension Officers/	FEOs and /or other staff hired (no.)	7	7	7	7	7				2,149,000.00		1,074,612.00	1,074,612.00	-	-	50%	0%		
PENRO		1	1	1	1	1				306,000.00		153,516.00	153,516.00			50%	0%		
DISTRICT 1 - CENRO MID.		5	5	5	5	5				1,536,000.00		767,580.00	767,580.00			50%	0%		
DISTRICT 3 - CENRO MAT.		1	1	1	1	1				307,000.00		153,516.00	153,516.00			50%	0%		
4. Procurement of Geotagging Dev	Geotagging equipment procured (no.)	7																	
MANP																			
Maintenance of PA Facility																			
c. Information Center	PA facilities maintained (no.)	1																	
LANBA	Report Submitted	1								150,000.00									
d. Monitoring Station	PA facilities maintained (no.)	2																	
	Report Submitted																		
MANP		1								150,000.00									
LANBA		1								150,000.00									
2. Preparation of Wetland Management	Prepared wetland management	1																	
MANP		1								150,000.00									
LAND MANAGEMENT SUB-PROGRAM																			
Residential Free Patent	Lot surveyed and approved	80								900,000.00									
DISTRICT 1 - CENRO MID.		40								450,000.00									
DISTRICT 3 - CENRO MAT.		40								450,000.00									

