



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 JANUARY CY 2026

**PENRO XII
RELEASED**
DATE 2/24/26
BY SURAIDA Z. MACARAMPAT
KIDAPAWAN CITY

Date : FEBRUARY 4, 2026

Respectfully submitted is the herein Physical and Financial Accomplishment Report of PENRO Cotabato for the month of January 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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Physical and Financial Accomplishment Monitoring Report

As of the Month of JANUARY

Year 2026

Region: XII-4

Program/Project/Activity	Performance Indicators	PHYSICAL							FINANCIAL							Remarks/Justifications for those activities with low and high percentage accomplishments			
		TARGET			January	To Date	% Accom (To Date)	% Accom (Annual)	Fund Source	Allotment	Released	% (Amt. Released/Allotment*100)	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)	(9)	(10)	(11)	(12)	(13)	(14)	(19)	(20)	(21)						
Gen.MGT.&SUPERVISION																			
1.Personel Management																			
a. Maintenance of Personnel Information Sys	personnel records	234	234	234	234	234													
DISTRICT 2 (PENRO)	maintained/updated (No.)	92	92	92	92	92			NO TRANSACTION DURING THE MONTH										
CENRO MID. -DISTRICT 1		70	70	70	70	70													
CENRO MAT. - DISTRICT 3		72	72	72	72	74													
c. Submission of SALN (R.A. 6713)	100% SALN submissio	1	1	1	1	1													
DISTRICT 2 (PENRO)		1	1	1	1	1													
CENRO MID. -DISTRICT 1		1	1	1	1	1													
CENRO MAT. - DISTRICT 3		1	1	1	1	1													
3. Peformance Management																			
- OPCR	100% OPCR on approved SPMS submitted to RO	3																	
DISTRICT 2 (PENRO)		1																	
CENRO MID. -DISTRICT 1		1																	
CENRO MAT. - DISTRICT 3		1																	
	100% OPCR rated approved SPMS submitted to RO	6	3		3	3													
DISTRICT 2 (PENRO)		2	1		1	1													
CENRO MID. -DISTRICT 1		2	1		1	1													
CENRO MAT. - DISTRICT 3		2	1		1	1													
- DPCR	DPCR commitment based on approved SPMS submitted to RO	2																	
DISTRICT 2 (PENRO)		4	2		2	2													
	DPCR rated based on approved SPMS submitted to RO	3																	
- IPCR	% of IPCR commitment on the approved	3																	
DISTRICT 2 (PENRO)		1																	
CENRO MID. -DISTRICT 1		1																	
CENRO MAT. - DISTRICT 3		1																	
	% of IPCR rated based approved DPCR	6	3		3	3													
DISTRICT 2 (PENRO)		2	1		1	1													
CENRO MID. -DISTRICT 1		2	1		1	1													
CENRO MAT. - DISTRICT 3		2	1		1	1													

c. Preparation of Budget Accountability Reports (BFARs)						
DISTRICT 2 - PENRO	Budget and Financial Accountability prepared/ reviewed/ analyzed and consolidated and	49				
** 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. 8		4				
** FAR NO. 3		1				
** FAR NO. 4	*monthly	12	1	1	1	1
d. Summary of Performance Monitoring Monitoring Report (SPMR)						
	PENROs consolidated reviewed financial utilization reports (Monthly)					
DISTRICT 2 - PENRO		12	1	1	1	1
e. Sustained Compliance to Audit Findings (CAAR/AOM) (semestral)						
	Audit findings/ recommendations implemented/complied (no.)					
DISTRICT 2 - PENRO		2				
f. Attendance to Workshop, Trainings, and Conference						
	Activity conducted (No.)					
	Workshop attended with report submitted (no)					
DISTRICT 2 - PENRO	Report submitted to t office 3 days after	2				
g. Submission of Financial Reports						
	Monthly report submitted (no.)					
- Monthly trial balance	Quarterly PENRO reports					
- Quarterly Consolidated Financial Reports	submitted to RO (no.)					
DISTRICT 2 - PENRO		12	1	1	1	1
l. Hiring of Administrative Assistant (under PENRO Accountant & Budget Officer and PENRO Planning & Admin)						
	Admin. Asst. hired (no.)					
**semestral (Contract)						
DISTRICT 2 - PENRO		4	4	4	4	4
11. Cashiering						
	Cheques/Advices prepared (no.)					
DISTRICT 2 - PENRO		300	30	30	40	40
12. Top Management Supervision						
	Paper/documents acted upon (no.)					
DISTRICT 2 - PENRO		3,000	250	250	406	406
DISTRICT 1 - CENRO MID.		1,500	120	120	122	122
DISTRICT 3 - CENRO MAT.		750	60	60	65	65
		750	65	65	219	219

13. Updating of Citizen's Charter		Citizen's Charter	3																	
Processes		Report Submitted																		
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			1																	
System (QMS)																				
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	90%	90%	90%	100%	100%													
DISTRICT 2 - PENRO		-100% Website Maintained	1	1	1	1	1													
		-internet connectivity/	8	8	8	8	8													
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													
		-VOIP maintained/ operationalized/ monitored (no.)	3	3	3	3	3													
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	47	40													
DISTRICT 2 - PENRO		22	22	22	30	22													
DISTRICT 1 - CENRO MID.		8	8	8	8	8													
DISTRICT 3 - CENRO MAT.		10	10	10	9	10													
2. Hiring of IT-related Helpdesk Support	IT Helpdesk Support (no.)	3	3	3	3	3													
	1 GIS Operator/PENRO @20k/Month																		
DISTRICT 2 - PENRO	1 IT Helpdesk Support/CENRO @20k/Month	1	1	1	1	1													
DISTRICT 1 - CENRO MID.		1	1	1	1	1													
DISTRICT 3 - CENRO MAT.		1	1	1	1	1													
Acquisition of secondary internet connectivity subscription	secondary internet connectivity acquired (no.)	3																	
5. DENR Control Map	100% of required map uploaded to the Map Portal by June	1				1													
DISTRICT 2 - PENRO		1				1													
DISTRICT 1 - CENRO MID.		1				1													
DISTRICT 3 - CENRO MAT.		1				1													
6. Statistical Activities																			
b. Coordination/linkages on statistical activities	Report Submitted(No.)	1																	
DISTRICT 2 - PENRO																			
c. Updating of Provincial ENR Statistical Profile	ENR Statistical Profile	1																	
DISTRICT 2 - PENRO																			
7. Maintenance and Updating databases maintained and updated	100% information																		
DISTRICT 2 - PENRO	-PIMS	3																	
	-TOIS																		
	-eDats																		
	-SPICS																		
8. Operation/Maintenance of Enhanced Forestry Information System (e-FIS)	Newly encoded approved forest tenure/PTPR data / accepted and quarterly database	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.	1																	

DISTRICT 3 - CENRO MAT.		1																	
• Menu 7.1																			
Support to investigation, filing and prosecution of criminal complaints	report endorsed to of Operation cc FMB wit	2																	
*for implementing PENRO																			
report endorsed to regional office with actions taken (no)																			
*report endorsed to OUFO cc FMB with actions taken (no)																			
DISTRICT 1 - CENRO MID.	2nd sem	1																	
DISTRICT 3 - CENRO MAT.		1																	
• Menu 7.2																			
Hiring of Legal Officers	Legal Officers hired (2	2	2	2	2													
Hiring of Lawyers (for augmentation)																			
- Attorney III																			
- Legal Researcher I																			
- Legal Assistant II																			
DISTRICT 1 - CENRO MID.		1	1	1	1	1													
DISTRICT 3 - CENRO MAT.		1	1	1	1	1													
• Menu 10.1																			
Support to Full Operationalization of Lawin System																			
a. Hiring of FPOs	Forest protection offi	4	4	4	4	4													
-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													
DISTRICT 3 - CENRO MAT.		2	2	2	2	2													
b. Daily Allowances (TEVs)	Patrol route prepared &	1,260	105	105	114.40	114.40													
(10 km /month/team)																			
DISTRICT 1 - CENRO MID.		510	43	43	50.40	50.40													

DISTRICT 2 - PENRO		2,000,000		688	688														
DISTRICT 1 - CENRO MID.		50,000		6,366	6,366														
DISTRICT 3 - CENRO MAT.		450,000		71,934	71,934														
LMS																			
B.1 OTHERS (certification, filing and inspection fee)		110,000		5,495	5,495														
DISTRICT 2 - PENRO		10,000		200	200														
DISTRICT 1 - CENRO MID.		50,000		3,185	3,185														
DISTRICT 3 - CENRO MAT.		50,000		2,110	2,110														
PAWS/EMS		1,500																	
DISTRICT 1 - CENRO MID.		750																	
DISTRICT 3 - CENRO MAT.		750																	
Miscellaneous Income (Hostel/Penalties/etc)																			
DISTRICT 2 - PENRO				4,000	4,000														
3. DEPUTATION and MOBILIZATION of WEO	WEOs deputized/mobilized (no.)	20																	
	Reports submitted (no.)																		
DISTRICT 1 - CENRO MID.		10																	
DISTRICT 3 - CENRO MAT.		10																	
	WEO mobilized with monthly report (no.)	12																	
DISTRICT 1 - CENRO MID.		12																	
DISTRICT 3 - CENRO MAT.		12																	
WILDLIFE RESOURCES CONSERVATION AND DEV'T. PROGRAM																			
I. Protection and Conservation of Wildlife																			
1.1 Population and habitat monitoring and protection of priority threatened species																			
a. Philippine Eagle		2																	
<i>Population status and updated species distribution map</i>	Population survey/ monitoring conducted (no.)																		
<i>Salasang, Ganatan and MANP area</i>	animals rescued,																		

