



Republic of the Philippines
Department of Environment and Natural Resources
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20 December 2021

MEMORANDUM

TO : All Regional Executive Directors
All Staff Bureau Directors

FROM : The Undersecretary
Solid Waste Management and Local Government Units Concerns, and
Supervising Undersecretary for the Strategic Communication and
Initiatives Service and Task Force Tayo ang Kalikasan

SUBJECT : **SUBMISSION OF MONTHLY REPORT ON THE WEBSITE
MODULES/CONTENT AS SPMS SUCCESS INDICATOR**

With reference to the FY2021 Strategic Performance Management System (SPMS) – Support to Operations - Data Management including Information Systems Development and Maintenance, one of the performance measures is: Number of website modules/content updated within 2 days upon approval.

Relative to this, the Policy and Planning Service-Program Monitoring and Evaluation Division (PPS-PMED) has clarified that the monthly report/accomplishment for this performance measure should be included in the monthly Physical and Financial Performance Report (PFPR) and semestral Office Performance Commitment and Review (OPCR) Report of the regions and bureaus with corresponding means of verifications. The reports shall be submitted to your respective Planning Offices for submission to the PPS-PMED Central Office.

Further, there is no need to submit to the Strategic Communication and Initiatives Service a separate monthly report on the website modules/content updating.

For your information.


BENNY D. ANTIPORDA

cc: Program Monitoring and Evaluation Division
Policy and Planning Service Office

MEMO NO. 2021 - 877

Let's Go Green!

**SPMS INDICATORS
OFFICE OF THE SECRETARY
CY 2021**

Program/Project/Activity (P/A/P)	Performance Measures	Performance Targets	Success Indicators	Organization Accountable	MOVs	Scope of Coverage	Dimensions to Measure	Remarks
SUPPORT TO OPERATIONS								
Data Management including Information Systems Development and Maintenance	Percentage of Maintained functional Information Systems with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	100%	100% maintained functional Information Systems with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	Central Office (KISS)	Central Office quarterly reports submitted to the Assistant Secretary for Information Systems	All information systems developed	Quality and Timeliness	
	Percentage of Maintained functional Information Systems with reports submitted to the Director for KISS 7 days after the end of each quarter	100%	100% maintained functional Information Systems with reports submitted to the Director for KISS 7 days after the end of each quarter	Staff Bureaus, Regional Offices and PENROs	Staff Bureaus quarterly reports submitted to Director KISS	information systems developed by Staff Bureaus/Regions	Quality and Timeliness	
	Percentage of Maintained functional databases with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	100%	100% maintained functional databases with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	Central Office (KISS)	Central Office quarterly reports submitted to the Assistant Secretary for Information Systems	Database developed indicating the functionality	Quality and Timeliness	
	Percentage of Maintained functional databases with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	100%	100% maintained functional databases with reports submitted to the Assistant Secretary for Information Systems 15 days after the end of each quarter	Staff Bureaus, Regional Offices and PENROs	Staff Bureaus quarterly reports submitted to Director KISS	Database developed indicating the functionality	Quality and Timeliness	
	Network infrastructure maintained with 85% uptime with report submitted every 5th day of the following month	1	1 Network infrastructure maintained with 85% uptime with report submitted every 5th day of the following month	Central Office (KISS-NIMD); Staff Bureaus and Regional Offices, PENROs	Region & KISS: Report	Regional Offices to PENRO	Quality and Timeliness	
	Number of website modules/content updated within 2 days upon approval	4	4 website modules/content updated within 2 days upon approval	Central Office (SCIS), Staff Bureaus Regional Offices	monthly report	SCIS -banner/announcement, news, photos, regional news, news clippings; SCIS counterpart of Bureau and ROs	Quantity and Timeliness	
	Percentage of Website content updated within one (1) day upon release of approved web materials	100%	100% of Website content updated within 1 hour upon release of approved web materials	Central Office (HRDS-CDD)	receiving copy of the scholarship documents for posting and proof of posting in the DENR website	CDD - list of scholarships (local and foreign)	Quality and Timeliness	