



Republic of the Philippines  
Department of Environment and Natural Resources  
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**MEMORANDUM**

TO : The Director  
Biodiversity Management Bureau  
  
The PENRO Palawan  
  
The Officer-in-Charge  
Natural Resources Development Corporation

FROM : The Undersecretary  
Finance, Information Systems and Climate Change

SUBJECT : **CREATION OF A TEAM TO EVALUATE/ASSESS THE  
OPERATION OF THE PALAWAN WILDLIFE RESCUE AND  
CONSERVATION CENTER (PWRCC)**

DATE : 06 September 2022

**REFERENCE:**

1. Memorandum dated 29 July 2022 of OIC, Director Natividad Y. Bernardino of the Biodiversity Management Bureau, submitting the findings and recommendations relative to the monitoring and assessment conducted at the Palawan Wildlife Rescue and Conservation Center (PWRCC).
2. Memorandum dated 04 August 2022 of Ms. Gina Varilla, OIC, Project Manager, PWRCC, submitting her clarification on the issues and concerns observed by the BMB Team.
3. Memorandum dated 01 September 2022 of Officer-In-Charge Alexander M. Linde submitting NRDC's recommending for the conduct of a Fact-Finding activity regarding the matter.

In connection to the above documents, the Director of the BMB is requested to form a team composed of representatives from said Offices to evaluate and assess the operations of the PWRCC. The team shall submit to the undersigned within one (1) month from the receipt of this memorandum, a report on the evaluation and assessment conducted.

For your immediate appropriate action.

  
ATTY. ANALIZA REBUELTA-TEH

Cc: The Regional Executive Director  
DENR-Region IVB

MEMO NO. 2022 - 617

**SUBJECT: FINDINGS AND RECOMMENDATIONS RELATIVE TO THE MONITORING AND ASSESSMENT CONDUCTED AT THE PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER (PWRCC)**

<b>BMB FINDINGS</b>	<b>BMB RECOMMENDATIONS</b>	<b>COMMENTS OF PWRCC PROJECT MANAGER</b>
<p>1. The crocodiles and other wildlife at the PWRCC are receiving irregular feeding and insufficient food.</p> <p>The PWRCC heavily relied/ depended on donations and solicitations (being done by PWRCC staff) of condemned meat.</p> <p>PWRCC has not purchased any animal food/feeds since the 1<sup>st</sup> quarter of 2022 and solely depended on donations/solicitations of condemned meat.</p>	<p>A weekly food requirement table (identified by the Head of the Crocodile and Wildlife Sections) should be issued as basis for procuring the amount of food products. Further, it must be ensured that the quantity of food delivered per week at the Center is within the optimal amount needed by the wildlife. This is to avoid wildlife casualties resulting from malnourishment. Upon delivery, all procured products should undergo inspection and acceptance and proper recording.</p>	<p>The total donations received from various donor from September to December 2021 was 7.688 tons of condemned meat or an equal to an average of 1.9 tons of feeds per month.</p> <p>Bananas, dog food and concentrate seed mix were purchased as alternative food nutrients. Admittedly, PWRCC did not purchase animal food in the 1<sup>st</sup> qtr of 2022 due to the reason that it was still utilizing the feed allotment for the later part of 2021 and PENRO-BAC Secretariat has not found any eligible bidder by that time.</p>
<p>2. High crocodile and other wildlife mortality. From October 2021 to March 2022, crocodile mortality in the Center was recorded to have a total of 91 individual crocodiles comprising of 57 hatchlings, 15 juveniles, 7 sub-adults and 12 breeders.</p> <p>Most of the hatchlings were in poor body condition, runts, emaciated and were reported to have died due to starvation and a generally weakened immune system based on the necropsy reports of the Veterinarian at the Center.</p> <p>From January to May 2022, crocodile mortality at the Center was recorded to have 109 individuals.</p> <p>It should be taken into consideration that if the</p>	<p>In cases where bidders are yet to be awarded, the PWRCC is highly recommended to procure animal food/feeds following the government procurement process. Do not rely on donations, because donations may not provide enough food for all crocodiles and other animals at the Center.</p>	<p>Mortality has significantly lessened in CY 2021 with a total of 97 and from January to July 2022 a total of 148.</p>

<p>animals do not meet their optimal food requirement, they become at risk for diseases (due to weakened immune system and they can exhibit erratic behaviour, especially in crocodiles. The unsustainable maintenance was found to have already detrimentally affected the wildlife in the Center.</p>		
<p>3. For 2021, no accomplishment report was submitted by the PWRCC relative to the implementation of activities in the WFP for the downloaded funds such as repair of crocodile breeding pens, repair and maintenance of submersible pumps, elevated water tanks, etc.)</p>	<p>The Center must have a record of all transactions. Logbook and/or database are essential in record keeping of data such as donations (whether in kind or monetary), purchases, inventories and sales of PWRCC.</p>	<p>The funds transferred from the CO and BMB was spent according to its purpose.</p> <p>Crocodile and wildlife feeds were purchased and the repair of one (1) breeding pen was accomplished in November.</p> <p>Currently ongoing is the repair of another two (2) breeding pen and repair of elevated water tank cannot be pursued due to lack of bidder due to very low budget for repair.</p> <p>Repair and maintenance of electrical transformer and submersible pump were found out to be erroneously classified. Items are not for repair but for replacement of units. It should be categorized as Capital Outlay instead of MOOE.</p>
<p>4. Per Accounting of PENRO Palawan, the PWRCC has a continuing budget from 2021 accrued from the downloaded funds from the Central Office amounting to P1.062,042.50. The said fund is intended for the procurement and purchase of animal feeds for the wildlife at the Center. Hence, the Center has sufficient fund for animal foods/feeds since 2021 but</p>	<p>The NRDC is encouraged to provide or include in its annual budgetary request the necessary funds to sustain the operations and maintain the Center. Should there be additional expenses and costs that are not covered by the Center's WFP. NRDC should coordinate with the PENRO and the BMB regarding the Center's status, updates and submission of reportorial requirements.</p>	

<p>was not utilized by the Center.</p>		
<p>5. The current management of the Center had allegedly created a divide among its personnel with its bias treatment of selected employees.</p>	<p>The management is highly encouraged to further capacitate employees and personnel through the conduct of training specifically in wildlife restraint, handling and retrieval. All employees and personnel of PWRCC must comply and abide by the code of conduct and ethical standards in rendering their services. Everyone must avoid engaging in fraudulent and inappropriate acts, especially using the Center's name.</p> <p>Indispensable personnel such as animal keepers be given priority in reporting for work since the rescue center needs to be manned by them at all times.</p> <p>Replace the current PWRCC Project Director. The PWRCC Project Director must be technical personnel, has a promising background in wildlife conservation and with good managerial and leadership skills.</p> <p>The PWRCC Project Manager reportedly and derogatory words on multiple occasions and during assemble meetings.</p>	<p>Regarding training and seminars for capacity building for employees, these activities were already coordinated with the City Tourism Office (for IEC staff) since January and to the Crocodylus Porocus Phils. Inc. for animal keepers). The City Tourism Office has already committed to include the IEC Staff in their training activities in the 4<sup>th</sup> quarter of this year. The CCPI also committed to conduct refresher training courses.</p> <p>It is vehemently denied that there is a divide among the Personnel. The undersigned was and is never biased of her treatment to all.</p> <p>Being a Human Resource Management Officer by plantilla, the undersigned is very compliant with the provisions of RS 6713.</p>

**NRDC recommendation:**

1. Conduct a joint Fact-Finding activity who representatives from NRDC, BMB and DENR-MIMAROPA thru PENRO Palawan;
2. Submit CSW for endorsement to the DENR Internal Audit Service for investigation.



Department of Environment and Natural Resources  
**Natural Resources Development Corporation**  
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013-2022-215

NRDC

RELEASE

BY: *Dan*  
DATE: **25** 2022

RECORDS UNIT

**MEMORANDUM**

**FOR :** NATIVIDAD Y. BERNARDINO  
OIC-Director, Biodiversity Management Bureau

**FROM :** The OIC, Operations Division

**SUBJECT :** **RESPONSE AND RECOMMENDATION TO THE FINDINGS OF BMB  
RELATIVE TO THE MONITORING AND ASSESSMENT CONDUCTED  
AT PWRCC LAST 22-24 MARCH 2022**

**DATE :** 23 August 2022

This has reference to your Memorandum to the NRDC President dated 29 July 2022 regarding BMB's findings and recommendations relative to the monitoring and assessment conducted at the PWRCC last 22-24, March 2022.

Upon receipt of your Memorandum, the undersigned requested the PWRCC Project Manager to provide explanation in writing, through a Memorandum dated 03 August 2022 (**Annex 1**) regarding the findings and recommendations raised by BMB.

The PWRCC Project Manager provided the requested clarification and information, through a Memorandum dated 04 August 2022 and received by NRDC on 08 August 2022 (**Annex 2**). However, some of the information provided were inconsistent with the findings of BMB.

In line with the above, we would like to request the conduct of a fact-finding activity with representatives from NRDC, BMB and DENR-MIMAROPA thru PENRO Palawan to ensure accuracy of the findings of BMB and response of the PWRCC Project Manager through a joint validation of documentary evidence.

If representatives may be identified by the week of 29 August 2022, we may start the planning for the fact-finding activity within the same week and conduct the fact-finding activity by the week of 05 September 2022.

Additionally, a meeting conducted on 18 August 2022 regarding this matter was attended by representatives from BMB, DENR-MIMAROPA and NRDC. The highlights of the meeting are attached for your reference (**Annex 3**).

For any questions or clarifications on the subject, please feel free to contact the undersigned at [lgarcia.nrdc@gmail.com](mailto:lgarcia.nrdc@gmail.com).

Thank you very much for your continued cooperation and support.

  
**LILLY KLARA S. GARCIA**

Cc: **ALEXANDER M. LINDE**  
NRDC Officer-in-Charge  
and OIC Administrative Division

**ATTY. ANALIZA REBUELTA-TEH**  
DENR Undersecretary  
Finance, Information Systems and Climate Change  
Supervising Undersecretary for NRDC



Department of Environment and Natural Resources  
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**URGENT**

Annex 1

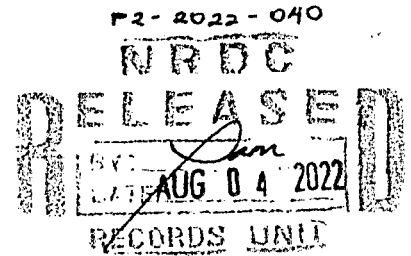
**MEMORANDUM**

**TO :** **GINA M. VARILLA**  
Head Management Services and OIC-Project Manager  
In concurrent capacity, of the Palawan Wildlife Rescue  
and Conservation (PWRCCC)

**FROM :** **LILLY KLARA S. GARCIA**  
OIC, Operations Division

**SUBJECT :** **NOTICE TO PROVIDE EXPLANATION ON THE MONITORING  
AND ASSESSMENT CONDUCTED BY THE BIODIVERSITY  
MANAGEMENT BUREAU (BMB) AT THE PWRCC LAST 22-24  
MARCH 2022**

**DATE :** 03 August 2022



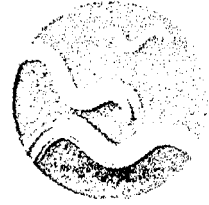
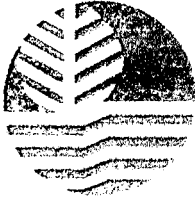
This has reference to the Memorandum from the OIC Director of the Biodiversity Management Bureau (BMB) dated 29 July 2022 (**Annex A**), regarding the monitoring and assessment conducted at the Palawan Wildlife Rescue and Conservation Center (PWRCC) from 22-24 March 2022.

In the aforementioned Memorandum, alleged issues were raised as to the welfare of the animals in the center, management of personnel and overall operations of PWRCC.

As the Project Manager per NRDC Special Order No. 2021-016 and NRDC Special Order No. 2022-008 dated 25 March 2022 (**Annex B**), you are hereby requested to provide an explanation, in writing, to be submitted to this Office not later than 05 August 2022.

For strict compliance. Thank you.

  
**LILLY KLARA S. GARCIA**



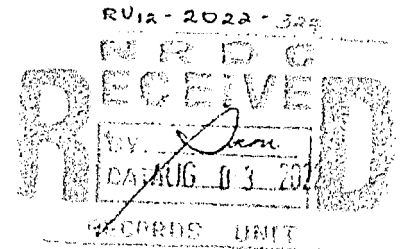
JUL 29 2022

**MEMORANDUM**

**FOR :** The President  
Natural Resources Development Corporation  
9/F, DENR by the Bay Building  
1515 Roxas Boulevard, Ermita, Manila  
E-mail address: [nrdweb@denr.gov.ph](mailto:nrdweb@denr.gov.ph)

**FROM :** The OIC Director

**SUBJECT :** **FINDINGS AND RECOMMENDATIONS RELATIVE TO THE MONITORING AND ASSESSMENT CONDUCTED AT THE PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER LAST 22-24 MARCH 2022**



This refers to the instructions of then Acting Secretary Jim O. Sampulna to facilitate the transfer of management operation of the PWRCC from NRDC to BMB and MIMAROPA thru PENRO Palawan. The Bureau, in consultation with the DENR MIMAROPA Region, initially drafted the DAO "Defining the Management Arrangements for the Operation of the Palawan Wildlife Rescue and Conservation Center (PWRCC)." To support this draft policy, a Team from the Bureau together with the DENR MIMAROPA Region thru PENRO Palawan conducted an assessment of the management and operations of the PWRCC last March 22-24, 2022.

In this regard, below are the Team's major findings, and observed issues and concerns regarding the PWRCC management and operations:

**I. Animal welfare**

- a. **The crocodiles and other wildlife at the PWRCC are receiving irregular feeding and insufficient food.**

Irregular and insufficient delivery of animal foods/feeds since the 3<sup>rd</sup> quarter of 2021 was observed. The animal food supplier (BR & Biboy Variety Store) contracted by the Center in 2021 failed to deliver the animal food/feeds on time, delivering the supplies in batches instead of in bulk per week. This was associated with the delay in the processing of payments for animal food suppliers caused by the incomplete and late submissions of documents by PWRCC to the PENRO Palawan. This ultimately led to the refusal of the supplier to renew their contract and/or express their bids starting January 2022.

Due to the irregular and insufficient delivery of animal foods/feeds, the wildlife species in the Center were reported to have been eating irregularly since October 2021. Since there were no purchases for animal food/feed made for 2022, most of the wildlife had not eaten since January 2022 because there was neither animal food purchased nor delivered in the Center for 2022.

The PWRCC heavily *relied/depended on donations and solicitations* (being done by the PWRCC staff) of condemned meat such as carabaos and pigs from various sources (city

vet, slaughterhouses, farmers, markets, etc.) to feed the crocodiles and other wildlife. Even with the coming in of donations, feeding was still irregular as donations are arbitrary and oftentimes cannot cater to feed all animals.

In this regard, it should be taken into consideration that if the animals do not meet their optimal food requirement, they become at risk for diseases (due to weakened immune system) and they can exhibit erratic behaviors, especially in crocodiles. Unsurprisingly, this unsustainable maintenance was found to have already detrimentally affected the wildlife in the Center.

*PWRCC has not purchased any animal food/feeds since the 1<sup>st</sup> quarter of 2022 and solely depended on donations/solicitations of condemned meat.*

b. High crocodile and other wildlife mortality

From October 2021 to March 2022, crocodile mortality in the Center was recorded to have a total of 91 individual crocodiles, comprising of 57 hatchlings, 15 juveniles, 7 sub-adults, and 12 breeders. The month of March alone recorded 39 mortalities mostly comprised of hatchlings. Most of these hatchlings were in poor body condition, runts, emaciated and were reported to have died due to starvation and a generally weakened immune system based on the necropsy reports of the Veterinarian at the Center. This was directly attributed by the Veterinarian to the deficiency and failure to provide the species' food requirement – ultimately failing to care for and sustain the life of the wildlife.

For other crocodiles, the commonly observed causes of death were wounds, injuries, and bite marks with other dead crocodile species bearing marks of aggression inflicted by their pen mates. This was assumed to be a sign of species infighting, probably in an attempt to eat one another (cannibalism) and/or compete for food since there is a limited food supply.

From January to May 2022, crocodile mortality in the Center was recorded to have a total of 109 individuals.

## II. Financial

- The Center was heavily affected by both the Covid-19 pandemic and Typhoon Odette. With the temporary closure of the Center in compliance with IATF guidelines and quarantine measures within the locality, the income generated from PWRCC has drastically decreased. Hence, the Center operated using its remaining income and subsidy provided by the DENR.
- For CY 2021, to support the operation of the Center, a Php3Million fund (1M from BMB and 2M from Central Office) under the 2021 GAA was downloaded to PWRCC for the implementation of specific activities following specific Work and Financial Plans (WFPs). NO accomplishment report was submitted by the PRWCC relative to the implementation of activities identified in the WFPs (i.e., repair of crocodile breeding pens; repair and maintenance of the submersible pump, elevated water tank, etc).
- As per the accounting of PENRO Palawan, the Center has a continuing budget from 2021 accrued from the Central-based fund (downloaded 2M) amounting to Php1,062,041.50. This said budget was intended for the procurement and purchase of animal foods/feeds for the wildlife maintained in the Center. This just confirmed that the Center had sufficient fund allotment for animal foods/feeds since 2021, but was not utilized by the Center.



### III. Management

- The management adopted a 2-3 working days a week schedule for all personnel under Contracts of Service (COS) status. Aside from rendering compliance to the reduction of the on-site workforce due to the pandemic, the skeletal workforce was implemented due to limited funds/income generated by the Center. However, this was found to be limiting the smooth operation of the Center as indispensable personnel such as animal keepers, who were vital in ensuring the continuous operation of PWRCC, were also subject to the said schedules. Moreover, unscheduled and/or emergency operations such as retrieval of wildlife, cleaning of the Center (clearing operations or “Bayanihan” due to typhoon Odette), and other activities that need prompt action were reportedly not taken into consideration and were thereby exempted from the provision of compensation, since it was not covered by the scheduled workforce.
- The current management of the Center had allegedly created a divide among its personnel with its bias treatment for selected employees. During the assessment, the Team found it hard to identify the focal person/s to consult or interview since the new management has reorganized its staff. This was seen by the Team as an inefficient initiative of the management as the employee’s individual skills, forte, and expertise were somehow overlooked and were not taken into consideration.
- Since the recent transfer of the management of the Center to NRDC in 2021, copies of original signed contracts were not provided to COS personnel. The Terms of References (TORs) were also allegedly changed without the concerned personnel’s knowledge and/or prior consultation.


With all the above-said factual findings, this Office would like to enjoin NRDC to adopt and integrate the below-listed **recommendations** in the current operations and management of the PWRCC to ensure the continuous and smooth operation of the Center.

1. The Center must have a record of all transactions. Logbooks and/or databases are essential in record keeping of data such as donations (whether in-kind or monetary), purchases, inventories, and sales of PWRCC.
2. A weekly food requirement table (identified by the head of the crocodile and wildlife sections) should be used as a basis for procuring the amount of food products. Further, it must be ensured that the quantity of food delivered per week in the Center is within the optimal amount needed by the wildlife. This is to avoid wildlife casualties resulting from malnourishment. Upon delivery, all procured products should undergo the process of procurement, i.e., inspection, acceptance, proper recording.
3. In cases where bidders are yet to be awarded, the PWCC is highly recommended to procure animal foods/feeds following the government procurement process. Do not rely on donations, because donations may not provide enough food for all the crocodiles and other animals at the Center.
4. The management is highly encouraged to further capacitate employees and personnel through the conduct of training specifically in wildlife restraint, handling, and retrieval. For employees assigned as park attendants and tour guides, seminars and workshops may be done to familiarize them with the services offered by the Center as well as gain new knowledge about the wildlife present in the PWRCC. With this, they will be empowered about the nature of their tasks and can readily perform them efficiently even with minimal supervision.

5. All employees and personnel of the PWRCC-a national government project, must comply and abide by the code of conduct and ethical standards in rendering their services. Everyone must avoid engaging in fraudulent and inappropriate acts, especially using the Center's name.
6. Given the recent easing of quarantine measures in Palawan and the gradual return to work of the majority of the workforce in the country, the management is recommended to adopt a new workforce schedule. Since the Center is now fully operational with tourists visiting every 15 minutes, a 100% workforce can be adopted. If deemed to be not feasible, it is recommended that indispensable personnel such as animal keepers be given priority in reporting for work since the rescue center needs to be manned by them at all times.
7. Supplementary, all personnel required to report for work as per the instructions of the management should be duly and fully compensated based on their hours of service rendered, whether or not they are scheduled to report on those days (whenever 100% workforce is not possible). They must be able to prove their attendance by registering their biometrics and logging-in in the attendance sheets/logbooks which will serve as attachment for the processing of their payroll. For those with official travel outside of their work schedules, their duly approved travel orders must suffice as an attachment for the processing of their payroll.
8. The NRDC is encouraged to provide or include in its annual budgetary request the necessary funds to sustain the operations and maintain the Center, should there be additional expenses and costs that are not covered by the Center's WFP. NRDC should also coordinate with the PENRO and the BMB regarding the Center's status, updates, and submission of reportorial requirements.
9. **Replace the current PWRCC Project Director as soon as possible.** The PWRCC Project Director must be a technical personnel, has promising background in wildlife conservation, and with good managerial/leadership skills.

Lastly, attached is the draft policy entitled "Defining the Management Arrangements for the Operation of the Palawan Wildlife Rescue and Conservation Center (PWRCC)," for your review/comments/recommendations and/or concurrence. Likewise, NRDC it is requested that NRDC submit accomplishment reports based on the fund provided by the Bureau (1M) and Central Office (2M) for the year 2021.

For your information and consideration.

  
NATIVIDAD Y. BERNARDINO





Department of Environment and Natural Resources  
**Natural Resources Development Corporation**

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**SPECIAL ORDER**

**MAR 01 2021**

**NO. 2021-016**

**SUBJECT: DESIGNATING MS. GINA M. VARILLA, HUMAN RESOURCE MANAGEMENT OFFICER III, AS HEAD, MANAGEMENT SERVICES AND OIC-PROJECT MANAGER, IN CONCURRENT CAPACITY, OF THE PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER**

In the exigency of the service and pursuant to DENR Administrative Order No. 2020-10 transferring the Palawan Wildlife Rescue and Conservation Center (PWRCC) from the Biodiversity Management Bureau (BMB) to the Natural Resources Development Corporation (NRDC), **MS. GINA M. VARILLA**, *Human Resource Management Officer III*, is hereby designated as Head, Management Services and OIC-Project Manager, in Concurrent Capacity, of the PWRCC in Puerto Princesa City, Palawan.

As such, she shall report to the Chief or OIC of the Operations Division and perform the duties and responsibilities appurtenant to her designation, including:

- a. Manage, supervise, and coordinate the day-to-day operations of the PWRCC, including administrative and technical services, financial management, procurement, and undertake issue resolution;
- b. Coordinate with project partners and other stakeholders (i.e., BMB, DENR-MIMAROPA Region, PENRO-Palawan, CENRO-Puerto Princesa, City Mayor's Office, Barangay Irawan, Puerto Princesa City Tourism Office, DPWH, PCSD, etc.) on matters pertaining to the PWRCC and represent PWRCC in local inter-agency meetings or fora;
- c. Prepare and implement the project's annual Work and Financial Plan (WFP), Project Procurement Management Plan (PPMP), and Operating Budget, for approval of the Management;
- d. Prepare timely financial reports, annual reports, technical reports, incident reports and other reports as may be required by the Management and project partners;
- e. Maintain updated inventories of documents, records, equipment, facilities, supplies and materials, crocodiles and wildlife, personnel, funds, etc.;
- f. Establish and implement policies and guidelines pertaining to administrative and personnel matters, subject to the provisions and limitations of existing government laws, rules and regulations;
- g. Ensure the health and welfare of crocodiles and other wildlife under the custody of the PWRCC;
- h. Determine and implement cost-cutting measures while ensuring adequate maintenance of the Center and the overall welfare of crocodiles and wildlife;
- i. Ensure that COVID-19 minimum health standards and protocol are established in the Center and strictly complied with by PWRCC personnel and visitors;
- j. Supervise all PWRCC personnel in the performance of their respective duties and responsibilities and ensure clear accountabilities and work arrangements;
- k. Develop performance indicators and targets patterned after CSC's Individual Performance Commitment Review (IPCR) for all PWRCC personnel;
- l. Conduct investigations and fact-finding missions, as instructed and authorized by the Executive Vice President and/or the President and CEO;
- m. Address audit observation memoranda (AOMs) and findings of the Commission on Audit on PWRCC operations;
- n. Review and ensure completeness of PWRCC vouchers and other documents before submission to the NRDC Central Office; and
- o. Perform other tasks to be instructed by the Executive Vice President and the President and CEO.

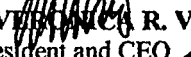
The OIC-Project Manager shall submit regular monthly reports to the Management on the performance of and compliance with the above-mentioned duties and responsibilities.

Further, the OIC-Project Manager is hereby authorized to approve, sign, and issue the following for the PWRCC:

- a. Budget utilization slips for expenses relative to the operation of PWRCC;
- b. Purchase requests;
- c. Official business/field work permits of PWRCC personnel;
- d. Daily time records and accomplishment reports of PWRCC personnel;
- e. Travel Orders of PWRCC personnel;
- f. Requests from the LGU, PCSD, local communities, and other project partners for assistance in conducting field surveys and other activities involving wild populations of crocodiles and their habitats;
- g. Notices on work schedule of PWRCC personnel in light of reduced activities due to the pandemic;
- h. Other documents and communications, subject to clearance by the Executive Vice President and/or the President and CEO.

As OIC-Project Manager, Ms. Varilla shall be entitled to quarters privileges and other emoluments chargeable against PWRCC funds, subject to existing government rules and regulations.

This Order takes effect starting 1 March 2021. All orders/issuances inconsistent herewith are deemed amended or superseded.

  
**FRANCES VERONICA R. VICTORIO**  
President and CEO



Natural Resources Development Corporation  
Office of the President





Department of Environment and Natural Resources  
**Natural Resources Development Corporation**

9<sup>th</sup> Flr. DENR Bldg., 1515 Roxas Blvd., Ermita, Manila

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**SPECIAL ORDER**

**NO. 2022-008**

MAR 25 2022

**SUBJECT: RENEWING THE DESIGNATION OF MS. GINA M. VARILLA, HUMAN RESOURCE MANAGEMENT OFFICER III, AS HEAD, MANAGEMENT SERVICES AND OIC-PROJECT MANAGER, IN CONCURRENT CAPACITY, OF THE PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER**

In the exigency of the service and pursuant to DENR Administrative Order No. 2020-10 transferring the Palawan Wildlife Rescue and Conservation Center (PWRCC) from the Biodiversity Management Bureau (BMB) to the Natural Resources Development Corporation (NRDC), the designation of **MS. GINA M. VARILLA, Human Resource Management Officer III**, as Head, Management Services and OIC-Project Manager, in Concurrent Capacity, of the PWRCC in Puerto Princesa City, Palawan, is hereby renewed.

As such, she shall report to the Chief or OIC of the Operations Division and perform the duties and responsibilities appurtenant to her designation, including:

- a. Manage, supervise, and coordinate the day-to-day operations of the PWRCC, including all units of administrative and technical services, financial management, procurement, and undertake issue resolution;
- b. Coordinate with project partners and other stakeholders (i.e., BMB, DENR-MIMAROPA Region, PENRO-Palawan, CENRO-Puerto Princesa, Provincial Government of Palawan, City Mayor's Office, Barangay Irawan, Puerto Princesa City Tourism Office, DPWH, PCSD, etc.) on matters pertaining to the PWRCC and represent PWRCC in local inter-agency meetings or fora;
- c. Prepare and implement the project's approved annual Work and Financial Plan (WFP), Project Procurement Management Plan (PPMP), and Operating Budget;
- d. Conduct study and consultations with tourist agencies and other stakeholders in Palawan regarding the possible increase in ticket prices;
- e. Develop marketing strategies and gather all necessary data/information for a PWRCC Marketing Plan;
- f. Conduct completed staff work for the execution of lease contracts with potential locators in PWRCC;
- g. Complete the PWRCC's Rationalization Plan;
- h. Prepare timely financial reports, annual reports, technical reports, incident reports, and other reports as may be required by the Management and project partners;
- i. Maintain updated inventories of documents, records, equipment, facilities, supplies and materials, crocodiles and wildlife, personnel, funds, etc.;
- j. Establish and implement policies and guidelines pertaining to administrative and personnel matters, subject to the provisions and limitations of existing government laws, rules and regulations;
- k. Ensure the health and welfare of crocodiles and other wildlife under the custody of the PWRCC;

- l. Determine and implement cost-cutting measures while ensuring adequate maintenance of the Center and the overall welfare of crocodiles and wildlife;
- m. Ensure that COVID-19 minimum health standards and protocol are established in the Center and strictly complied with by PWRCC personnel and visitors;
- n. Supervise all PWRCC personnel in the performance of their respective duties and responsibilities and ensure clear accountabilities and work arrangements;
- o. Develop performance indicators and targets patterned after CSC's Individual Performance Commitment Review (IPCR) for all PWRCC personnel;
- p. Conduct investigations and fact-finding missions, as instructed and authorized by the Head, Operations Division, Executive Vice President, and/or the President and CEO;
- q. Address audit observation memoranda (AOMs) and findings of the Commission on Audit on PWRCC operations;
- r. Review and ensure completeness of PWRCC vouchers and other documents before submission to the NRDC Central Office; and
- s. Perform other tasks to be instructed by the Head, Operations Division, Executive Vice President, and the President and CEO.


The OIC-Project Manager shall submit regular monthly reports to the Management on the performance of and compliance with the above-mentioned duties and responsibilities.

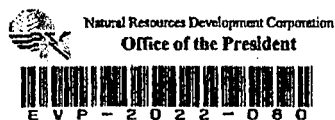
Further, the OIC-Project Manager is hereby authorized to approve, sign, and issue the following for the PWRCC:

- a. Budget utilization slips for expenses relative to the operation of PWRCC;
- b. Purchase requests below P15,000.00;
- c. Official business/field work permits of PWRCC personnel;
- d. Daily Time Records and Accomplishment Reports of PWRCC personnel;
- e. Travel Orders of PWRCC personnel;
- f. Requests from the LGU, PCSD, local communities, and other project partners for assistance in conducting field surveys and other activities involving wild populations of crocodiles and their habitats;
- g. Notices on work schedule of PWRCC personnel in light of reduced activities due to the pandemic;
- h. Other documents and communications, subject to clearance by the Executive Vice President and/or the President and CEO.

As OIC-Project Manager, Ms. Varilla shall be entitled to reimburse representation expenses in accordance with the approved PWRCC Operating Budget chargeable against PWRCC funds, subject to existing government rules and regulations.

This Order takes effect immediately. All orders/issuances inconsistent herewith are deemed amended or superseded.

  
**DEMETRIO L. IGNACIO, JR., CESO I**  
 Executive Vice President and  
 Acting President, in Concurrent Capacity





Department of Environment and Natural Resources  
**Natural Resources Development Corporation**  
**Palawan Wildlife Rescue and Conservation Center**  
 Brgy. Irawan, Puerto Princesa City, Palawan  
 Email: [pwrcc.nash@gmail.com](mailto:pwrcc.nash@gmail.com)

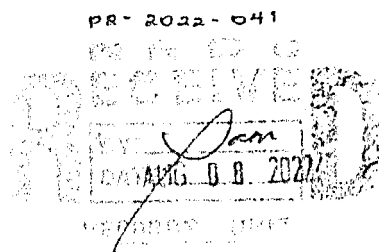
**MEMORANDUM**

FOR / TO : The OIC, Operations Division

FROM : The OIC-Project Manager

SUBJECT : **RE: BMB MEMORANDUM ON FINDINGS AND RECOMMENDATIONS RELATIVE TO THE MONITORING AND ASSESSMENT CONDUCTED AT PWRCC ON MARCH 22-24, 2022**

DATE : August 4, 2022



This pertains to the above-mentioned Memorandum where issues and concerns were allegedly observed regarding the PWRCC management and operations. The following are the point-by-point clarification on the issues and concerns observed by the BMB Team:

**I. Animal Welfare**

**a. Crocodiles and other wildlife at the PWRCC are receiving irregular feeding and insufficient food.**

Per record of the Official Canvasser (Annex A) who is in-charge of receiving donations and delivery of animal feeds, the total donation by various donors from September to December of 2021 was 7.688 tons of condemned meat. That would equal to an average of 1.9 tons of feeds monthly for 1,433 individual crocodiles.

Meanwhile, the statement saying "*refusal of the supplier to renew their contract and/or express their bids starting January 2022*", is an obvious misinformation and lack of knowledge of what really happened to the former supplier, BR & Biboy Variety Store.

BR & Biboy does not have a Platinum PhilGeps registration, a major eligibility requirement to participate in a public bidding, according to the Bids and Awards Committee (BAC) Secretariat of PENRO-Palawan. Since the approved budgetary cost of crocodile and wildlife feeds in the Purchase Request was more than fifty thousand pesos (P50,000), the BAC-Sec advised that it should go thru the process of public bidding and that a Platinum PhilGeps registration is a must.

Hence, the delay in the processing of payments for animal feeds was never a reason for their refusal to express their bid.

Bananas, which served as the main foods of wildlife animals, were relatively scarce in the early part of the year resulting from the destruction of majority of banana plantations brought about by the havoc of Typhoon Odette in December of 2021. As advised by the

resident Veterinarian, dog food and concentrate seed mix were purchased as alternative source of nutrients. Attached herewith as Annexes B and C are the report on delivery of wildlife feeds beginning January 2022 and the Accomplishment Reports of wildlife animal keepers, respectively, from January to April 2022, concurred by Animal Keeper III attesting that they received wildlife feeds and fed the animals under their care to belie the statement that *“most of the wildlife had not eaten since January 2022 because there was neither animal food purchased nor delivered in the Center for 2022”*.

**SUMMARY OF DELIVERY AND DONATION OF WILDLIFE FEEDS  
For the Period January to July 2022**

Month	Item	Quantity	Supplier/Donor
January	Banana	11,294 pcs	BR & Biboy Variety Store
	Squash	2.75 kgs.	
	Cucumber	7.0 kgs.	
	Sweet Potato	7.3 kgs.	
February	Dog Food	4 sacks	BR & Biboy Variety Store
	Banana	10,116 pcs	
	Squash	4½ kgs	
	Cucumber	3¾ kgs.	
	Watermelon	24¼ kgs	
March	Concentrate Seed Mix	3 sacks	BR & Biboy Variety Store
	Banana	1,680 pcs	BR & Biboy Variety Store
March		401 pcs	GMV
	Squash	12.14 kgs	BR & Biboy Variety Store
	Cucumber	8.0 kgs	
	Sweet Potato	16¼ kgs	
	Eggs	2 trays	
	Dog Food	2 sacks	GMV
		4½ kgs	
	Concentrate Seed Mix	3 sacks	
	Live Chicken	7.1 kgs	BR & Biboy Variety Store
	Kangkong	1 sack	Irawan Market
	Cabbage	1 sack	
April	Banana	17,160 pcs	Hap-Hap Agricultural Trading
	Banana	1,025	R. Gullos
	Banana	4,880	Irawan Market
	Squash	8 ½ kgs	Hap-Hap Agricultural Trading
	Cucumber	6 ½ kgs	
	Sweet potato	6 ½ kgs	
	Live chicken	3.3 kgs	
	Eggs	1 tray	
	String beans	2 bundles	
	Sunflower seeds	2.0 kgs	GMV
	Dogfood	5.0 kgs	
	Concentrate seed mix	1 Sack	
	Various veggies		Hap-Hap Agricultural Trading
May	Banana	18,331 pcs	R. Gullos and R. Salibio
	Squash	15 ¾ kgs	
	Cucumber	16.40 kgs	
	Sweet potato	15.40 kgs	
	Live duck	8.30 kgs	



	String beans	3.0 kgs	
	Repolyo	1 sack	
	Eggs	1 tray	
	Fresh chicken	4 whole	
	Eggs	1 tray	
	Dogfood	2 sacks	
	Dogfood	5.0 kgs	GMV
	Concentrate seed mix	1 sack	Hap-Hap Agricultural Trading
	Various veggies	30kgs	Irawan Market
June	Banana	11,264 pcs	Hap-Hap Agricultural Trading
	Live duck	8.20 kgs	
	Dogfood	1 sack	GMV
July	Banana	16,015 pcs	
	Tomato	10.0 kgs	
	String beans	2.65 kgs	Hap-Hap Agricultural Trading
	Live duck	9.0 kgs	
	Dogfood	1 sack	

Admittedly, PWRCC did not purchase animal food in the 1<sup>st</sup> quarter of 2022 due to the reason that it was still utilizing the feed allotment for the later part of 2021 and PENRO-BAC Secretariat has not found any eligible bidder by that time.

**b. High crocodile and wildlife mortality**

*“From October 2021 to March 2022, crocodile mortality in the Center was recorded to have a total of 91 individual crocodiles.”*

Mortalities have significantly lessened in CY 2021 when the undersigned took over, as records show that in previous years, specifically in CY 2019, when deaths tallied a record-high 249 mortalities. The high number of deaths of crocodiles was one of the questions asked from the Animal Keepers, one of the reasons given was that crocodiles are territorial and in every pen there is a dominant one who always instigates fights with other crocodiles. For the mortalities this year, hatchlings had the most number at 88, juvenile 37, sub-adult 12, and breeder 10. Handwritten record of mortalities by animal keepers from CY 2017 to 2020 may be provided should it be requested.

**MATRIX OF CROCODILE MORTALITIES**

For CY 2017 to 2021

YEAR	C. mindorensis	C. porosus	TOTAL
2017	142	26	168
2018	116	12	128
2019	234	15	249
2020	93	83	176
2021	66	31	97
January to July 2022	87	61	148

To assume that wounds, injuries and bite marks are signs of species infighting is correct, but to say that it is "probably in an attempt to eat one another (cannibalism) and/or compete for food since there is a limited food supply," is an obvious speculation since crocodiles do not eat their own kind, according to animal keepers, and food supply was never limited.

For the 3<sup>rd</sup> Quarter of 2021, a total of 7.939 tons of fresh fish and condemned meat were received by PWRCC from the supplier and various donors. That would equate to monthly average of 2.646 tons of feeds. The regular requirement was only 2.025 tons per month, which means there was a sufficient supply of feeds for crocodiles. Below is the summary of crocodile feeds delivered by supplier and donated by various donors:

**SUMMARY OF DELIVERY AND DONATION OF CROCODILE FEEDS  
For the Period October – December 2021**

Month	Item	Quantity	Donor
October	Condemned pork	215kgs	City Slaughterhouse
		211kgs	Mr. Capia
		172kgs	Mr. Zabalo
	Condemned chicken	783kgs	Magnolia
		754kgs	Jentec Storage
	Condemned carabeef	374kgs	Mr. Gomez
	<b>Total Donation</b>	<b>2,509kgs</b>	
November	Fresh Fish	805kgs	BR & Biboy Variety Store
	Condemned pork	512kgs	City Slaughterhouse
		209kgs	Mr. Edwin Barone
	Condemned chicken	75kgs	Magnolia
		172kgs	NCCC Mall
		315kgs	Mr. Ron Gellermos
	Condemned carabeef	272kgs	Mr. Carlos Magno
		276kgs	Mr. Leveth Soriagan
	<b>Total Donation and Delivery by Supplier</b>	<b>2,636kgs</b>	
December	Fresh Fish	587kgs	BR & Biboy Variety Store
	Condemned pork	79kgs	City Slaughterhouse
		512kgs	Private Citizen
	Condemned chicken	1,571kgs	Chicken Essentials
		45kgs	Magnolia
		<b>Total Donation and Delivery by Supplier</b>	<b>2,794kgs</b>
	<b>Total for the Quarter</b>	<b>7,939kgs</b>	

Attached as Annex D is the summary report on delivery of crocodile feeds (donated and delivered by supplier) from January to July 2022, submitted by the Personnel and Supply Officer I where it recorded a total of 16.346 tons of fish and various condemned meat received. A deep pit was even excavated by animal keepers to bury excess condemned meat received in the month of April donated by a certain Mr. Julius Enriquez who owns a large storage warehouse for frozen chicken.

**SUMMARY OF DELIVERY AND DONATION OF CROCODILE FEEDS  
For the period January to July 2022**

Month	Item	Quantity	Supplier/Donor
January	Fresh fish	124kgs	BR & Biboy Variety Store
	Condemned carabeef	328kgs	Mr. Almadin / Ms. Jackie
	Condemned pork	65kgs	PPC Slaughterhouse
	Condemned chicken	723kgs	Magnolia
February	Fresh fish	49kgs	BR & Biboy Variety Store
	Condemned chicken	207kgs	Magnolia / TWMC-BMEG
March	Fresh chicken meat	22.1kgs	GMV
	Condemned carabeef	202kgs	PPC Slaughterhouse
	Condemned pork	374kgs	PPC Slaughterhouse / Tower Family
	<b>Total for the Quarter</b>	<b>2,535kgs</b>	
April	Fresh fish	335kgs	Hap-Hap Agricultural Trading
	Condemned pork	262kgs	PPC Slaughterhouse / Mr. Barone
	Condemned chicken	6,268.76kgs	PPC Slaughterhouse / Mr. Julius Enriquez
May	Frozen fish	320kgs	Fish Port
	Condemned chicken	727.3kgs	Magnolia
June	Fresh fish	300kgs	Hap-Hap Agricultural Trading
	Condemned pork	464kgs	PPC Slaughterhouse
	Condemned chicken	3,005kgs	Jentec, Inc.
	Frozen hotdogs	1,100kgs	Anonymous
	<b>Total for the Quarter</b>	<b>12,582.06kgs</b>	
July	Fresh fish	320kgs	Hap-Hap Agricultural Trading
	Condemned pork	315kgs	PPC Slaughterhouse
	Condemned chicken	190kgs	Magnolia
	Assorted condemned meat	204.6kgs	PPC Slaughterhouse
	<b>Total for July</b>	<b>1,029.6kgs</b>	

According to the Veterinarian, the high rate of crocodile mortality in January to May 2022, mostly comprised of hatchlings, is due to weak immune system at birth. Animal keepers emphasized that deaths of bigger crocodiles are due to stress or traumatic injuries caused by aggression by a dominant pen mate. Based on their experience, in every pen, there is almost always a dominant crocodile who instigates quarrel among pen mates, thus resulting in injuries/wounds, and most of the time, death. Another reason is due to old parental stocks/breeders. To address this issue, the animal keepers suggested to have new pairs of young breeders transferred to a new pen, hence we started the repair works for another breeding pen, P43/44, the budget of which was included in the CY 2021 GAA funds provided by BMB.

## **II. Financial**

- The CY 2021 Php3Million GAA funds provided by Central Office and BMB were mostly spent according to its purposes. Crocodile and wildlife feeds were purchased until early part of the current year and the repair of one (1) breeding pen was accomplished in November. The cost for payment of laborers were just recently released due to the unavailability of Special Disbursing Officer from PENRO-Palawan.
- Currently ongoing is the repair of another two (2) breeding pens, while the intended repair of elevated water tank cannot be pursued due to lack of supplier to bid mainly because of the very low budget for its repair. (2021 WFP)
- Meanwhile, the supposedly repairs and maintenance of electrical transformer and submersible pump were found out to be erroneously classified since according to the Animal Keeper III and Administrative Officer I, these items are not for repair but for replacement of units. Hence it should have been categorized as Capital Outlay instead of MOOE. The budget allocated for these shall be requested instead to be realigned for facility maintenance and improvement, such as repair of footbridge in P6, two (2) service vehicles and two (2) chest freezers, improvement of visitors' waiting area (nipa hut), rehabilitation of photo booth area, and signage destroyed by Typhoon Odette.

## **III. Management**

- Work schedule of personnel was trimmed down on March 2021 due to limited funds to finance the salaries. Around March of 2022, where visitors started to surge, additional days were granted to few individuals whose duties are essential to the day-to-day operations of the Center.
- There was never an instance where continuous operation was hampered because of lack of personnel to oversee the activities. It was made sure that senior animal keepers were interchangeably scheduled to ensure smooth operations. Priority was given to younger animal keepers who have their respective areas of responsibility and have to take care of crocodiles and other wildlife animals in various pens. In instances when PENRO-Palawan or PCSD ask for technical assistance, the undersigned allows the younger keepers to join the activity for them to be exposed and be oriented with the kind of work that they will soon be doing once the older ones retire. As of July, the workforce is 90% back to normal. As to the clearing of the Center due to the aftermath of Typhoon Odette, the personnel were the ones who volunteered to help clean the area even out of their work schedule due to their genuine concern for their place of work. It was made clear that those days will not be counted as official because we were working on a limited budget, as tour operation was not yet normalized.
- It is vehemently denied that there is a divide among the personnel. The undersigned was and is never biased of her treatment to all. There was no documentation regarding this issue, no write-up as to the interviews conducted by BMB to support this claim and the undersigned feels that she is treating everyone fairly. However, this concern is well noted. As a way forward and to ensure feedback from all personnel, suggestion boxes shall be placed in the Center where they may place their comments and

suggestions. Rest assured the Project manager shall consider these comments in a professional manner.

- Contracts of service are filed in their respective 201 files and everybody can ask for copies from the Personnel Officer anytime. However, there is no evidence of any request made by any of the personnel. It is not true that Terms of Reference or duties were changed without the concerned personnel's knowledge because they were always instructed to read their contracts before they sign and they were fully informed of new duties once the bi-monthly work schedule is issued. Assignment of new duties are based on the lack of manpower of other Units where the undersigned evaluated the need to augment such Unit.

**On the recommendations:**

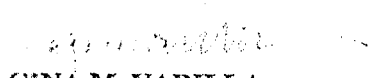
1. For information, the PWRCC has existing records (soft and hard copies) of all transactions which are being maintained by the respective personnel in-charge of various duties. All donations, purchases and sales are recorded, updated and properly maintained. Copies of these files may be provided should it be requested.
2. A weekly food requirement prepared by the Wildlife Rescue Unit in-charge is the basis of the food allocation of wildlife animals. Crocodiles and other wildlife animals are fed based on the food requirement recommended by the then Chief of Technical Section to the Project Director (**Annex E - Memorandum dated October 16, 2018**) and are always being monitored. This weekly requirement is being monitored by the Official Canvasser as guide on the quantity of items to be ordered from the supplier on a weekly basis, in coordination with the PENRO-BAC Secretariat who takes responsibility in abiding by the provisions of the procurement process.
3. PWRCC has never relied on donations. The carcasses of animals and condemned meat donated by the City Veterinarian's Office, City Slaughterhouse and other storage houses are just additional feed allocations which are proven very helpful in sustaining the feed requirements since the PhP1Million funds provided by BMB may not be sufficient for a year's supply of feeds. The budget was just stretched to ensure that feeds are always readily available. Had we relied on the PhP1Million funds alone, the feeds will only be roughly enough for six (6) months. In case additional feeds are needed, NRDC will included this in their budget request.
4. Regarding training and seminars for capacity building of employees, these activities were already coordinated with the City Tourism Office (for IEC staff) since January and Crocodylus Porosus Phils, Inc. (for Animal Keepers). The City Tourism Office has already committed to include the IEC staff in their training activities which will only resume in the 4<sup>th</sup> quarter of the year. As for CPPI, the Program Director likewise committed to conduct refresher training courses once they come back to Palawan.
5. Being a Human Resource Management Officer by plantilla, the undersigned is very much compliant with the provisions of RA 6713 or the Code of Conduct and Ethical Standards, and that is the main reason why she imbibed on the minds of PWRCC personnel to be honest, sincere, just, true to their words, to work diligently and not just pretending to work.

6. As it was mentioned earlier, the workforce is almost 100% back to normal as of July. Most of the personnel are reporting for duty six (6) days a week. Only four personnel are still reporting four (4) days weekly and were assigned to perform duties for other Units and completely different from their positions.
7. Since the tour operations resumed and the proposed budget for salaries was increased, all services rendered were compensated. Even those employees whose positions and functions were far from their official duties are being assigned to perform new assignments and are being paid for their services. Those on official travel are compensated even if their travel dates fall out of their regular work schedule.
8. Lastly, having been designated as OIC-Project Manager since March 2021 was a big challenge for the undersigned considering the location of the project and the kind of people she knows she will be dealing with. Background in wildlife conservation was relatively and understandably new to her when she first came in because her past experiences revolved around finance and administrative management, with short stints in operations and special projects. But eventually after more than a year, she had herself familiarized with the job because she always believes that everything can be acquired if you desire to learn. It is a common belief that a person is not considered guilty until proven otherwise, so it is a question as to why all these allegations have sprouted when there was no validation of facts.

To say that a Project Director must be with good managerial/leadership skills is somehow unfair since no factual evidences were presented to support the insinuation that the undersigned does not possess such skills.

The undersigned welcomes the idea of doing a fact-finding activity in the Center to ensure full transparency and where both sides of the story will be heard.

Thank you.

  
GINA M. VARILLA

<b>SUMMARY OF ACTUAL DELIVERY FOR CROCODILE FEEDS FOR THE MONTH OF OCTOBER 2021</b>
<b>NO DELIVERY FROM SUPPLIER</b>

<b>SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF OCTOBER 2021</b>					
<b>DATE</b>	<b>QUANTITY/kg</b>	<b>FEEDS</b>	<b>UNIT COST</b>	<b>AMOUNT</b>	<b>DONATED BY:</b>
10/2/2021	120 /	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
10/7/2021	118 /	condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/12/2021	754	condemned chicken meat	DONATION	DONATION	JENTEC STORAGE
10/14/2021	120 /	condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/15/2021	62 /	condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/19/2021	95 /	Condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
10/21/2021	172 /	Condemned pork meat	DONATION	DONATION	ZABALO
10/22/2021	104 /	Condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/23/2021	205 /	Condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/26/2021	211 /	Condemned pork meat	DONATION	DONATION	MR. CAPIA
10/27/2021	174 /	Condemned chicken meat	DONATION	DONATION	MAGNOLIA
10/29/2021	374	condemned carabao meat	DONATION	DONATION	MR. GOMEZ

**TOTAL DELIVERIES FOR THE MONTH OF OCTOBER 2021 = 2,509KGS**

SUMMARY OF ACTUAL DELIVERY FOR CROCODILE FEEDS FOR THE MONTH OF NOVEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	SUPPLIER
11/24/2021	259	Fish balo	120.00	31,080.00	BR & BIBOY VARIETY STORE
11/25/2021	546	Fish balo	120.00	65,520.00	BR & BIBOY VARIETY STORE

SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF NOVEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	DONATED BY:
11/2/2021	63	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
11/3/2021	172	condemned chicken and pork meat	DONATION	DONATION	NCCC MALL
11/5/2021	157	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
11/6/2021	88	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
11/7/2021	272	condemned carabao meat	DONATION	DONATION	MR. CARLOS MAGNO
11/7/2021	290	Condemned chicken meat	DONATION	DONATION	MR. RON GERLLERMOS
11/9/2021	25	Condemned chicken meat	DONATION	DONATION	MR. RON GERLLERMOS
11/10/2021	60	Condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
11/12/2021	96	Condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
11/13/2021	209	Condemned pork meat	DONATION	DONATION	MR. EDWIN BARONE
11/16/2021	30	Condemned chicken meat	DONATION	DONATION	MAGNOLIA
11/16/2021	276	condemned carabao meat	DONATION	DONATION	MR. LEVETH SORIAGAN
11/24/2021	45	condemned chicken meat	DONATION	DONATION	MAGNOLIA
11/24/2021	48	Condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE

**TOTAL DELIVERIES FOR THE MONTH OF NOVEMBER 2021 = 2,636KGS**



SUMMARY OF ACTUAL DELIVERY FOR CROCODILE FEEDS FOR THE MONTH OF DECEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	SUPPLIER
12/13/2021	587	Fish balo	120.00	70,440.00	BR & BIBOY VARIETY STORE

SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF DECEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	DONATED BY:
12/2/2021	45	condemned chicken meat	DONATION	DONATION	MAGNOLIA
12/13/2021	1571	condemned chicken meat	DONATION	DONATION	CHICKEN ESSENTIALS
12/14/2021	79	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
12/18/2021	203	condemned pork meat	DONATION	DONATION	PRIVATE CITIZEN
12/20/2021	309	condemned chicken meat	DONATION	DONATION	PRIVATE CITIZEN

TOTAL DELIVERIES FOR THE MONTH OF DECEMBER 2021 = 2,794KGS

PREPARED BY : PRINCESS *Princess* BACANI



Department of Environment and Natural Resources  
 Natural Resources Development Corporation  
 Palawan Wildlife Rescue and Conservation Center  
 Brgy. Irawan, Puerto Princesa City, Palawan  
 Email: pwrcc.nrdc@gmail.com

MEMORANDUM

FOR : The OIC-Project Manager  
 FROM : The Personnel and Supply Officer I  
 SUBJECT : SUMMARY REPORT OF ACTUAL DELIVERIES AND DONATION OF WILDLIFE FEEDS FOR THE PERIOD JANUARY-JULY 2022

DATE : August 5, 2022

Respectfully submitted herewith the summary report of actual deliveries and donation of Wildlife Feeds for the above stated period;

ACTUAL WILDLIFE FEEDS DELIVERED FOR JANUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
1/30/2022	4,705 PCS	BANANA			BR & DIBOY VARIETY STORE
	2.75 KGS	SQUASH			
	7 1/2 KGS	CUCUMBER			
	4 SACKS	DOGFOOD			
1/10/2022	6,589 PCS	BANANA			BR & DIBOY VARIETY STORE
	3.3 KGS	CUCUMBER			
	7.3 KGS	SWEET POTATO			

TOTAL FOR THE MONTH OF JANUARY	
11,294 PCS	BANANA
2.75 KGS	SQUASH
7.0 KGS	PUMPKIN
7.3 KGS	<del>CUCUMBER</del> SWEET POTATO
4 SACKS	DOGFOOD

ACTUAL WILDLIFE FEEDS DELIVERED FOR FEBRUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
2/1/2022	3 SACKS	CONCENTRATE SEED			BR & DIBOY VARIETY STORE
	3 1/2 KGS	CUCUMBER			
	4 1/2 KGS	SQUASH			
2/8/2022	1,431 PCS	BANANA			
2/10/2022	1,315 PCS	BANANA			
2/11/2022	3,585 PCS	BANANA			
2/19/2022	1,780 PCS	BANANA			
2/25/2022	2,005 PCS	BANANA			

ACTUAL WILDLIFE FEEDS DONATION RECEIVED FOR FEBRUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	DONATED BY
2/1/2022	80 PCS	BANANA			OWNER OF BEARCAT
	24 1/2 KGS	WATERMELON			

TOTAL FOR THE MONTH OF FEBRUARY	
10,116 PCS	BANANA
4 1/2 KGS	SQUASH
3 1/2 KGS	CUCUMBER
24 1/2 KGS	WATERMELON
3 SACKS	CONCENTRATE SEED MIX

**ACTUAL WILDLIFE FEEDS DELIVERED FOR MARCH 2022**

3/1/2022	7.1 KGS	LIVE CHICKEN			HR & BIRGY VARIETY STORE
	1 SACK	DOGFOOD			
3/12/2022	1 SACK	CONCENTRATE			
	1,080 PCS	BANANA			
	16 1/2 KGS	SWEET POTATO			
	12.14 KGS	SQUASH			
3/15/2022	8.9 KGS	CUCUMBER			
	2 TRAY	EGGS			
	1 SACK	CONCENTRATE			
3/27/2022	1 SACK	CONCENTRATE			
	1 SACK	DOGFOOD			

**ACTUAL WILDLIFE FEEDS DONATION RECEIVED FOR MARCH 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	DONATED BY
3/12/2022	1 SACK	KANGKONG			IRAWAN MARKET
3/19/2022	1 SACK	REPOLYO			GMV
3/26/2022	4 1/2 KGS	DOGFOOD			

**TOTAL FOR THE MONTH OF MARCH**

2,081 PCS	BANANA
12.14 KGS	SQUASH
8.9 KGS	CUCUMBER
16 1/2 KGS	SWEET POTATO
1 SACK	KANGKONG
1 SACK	REPOLYO
7.1 KGS	LIVE CHICKEN
2 TRAY	EGGS
2 SACKS	DOGFOOD
4 1/2 KGS	CONCENTRATE SEED MIX
1 SACKS	

**ACTUAL WILDLIFE FEEDS DELIVERED FOR APRIL 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
4/2/2022	336 PCS	BANANA			HAP-HAP VARIETY STORE
	2,050 PCS	BANANA			
4/6/2022	8 1/2 KGS	KALABASA			
	6 1/2 KGS	SWEET POTATO			
	2 BUNDLE	STRING BEANS			
	6 1/2 KGS	PIPERO			
4/13/2022	1,395 PCS	BANANA			
4/15/2022	3,995 PCS	BANANA			
	3.3 KGS	FRESH MEAT			
4/20/2022	1 TRAY	EGGS			
	2 KGS	SUNFLOWER SEEDS			
4/22/2022	3,905 PCS	BANANA			
4/29/2022	5,397 PCS	BANANA			

**ACTUAL WILDLIFE FEEDS DONATION RECEIVED FOR APRIL 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	DONATED BY
4/12/2022	1,025 PCS	BANANA			R.GULLOS
4/10/2022	3,000 PCS	VARIOUS VEGES			IRAWAN MARKET
		BANANA			
4/20/2022		VARIOUS VEGES			R. SALDIBO
4/20/2022	5.0 KGS	DOGFOOD			GMV
4/25/2022	1,080 PCS	BANANA			IRAWAN MARKET

TOTAL FOR THE MONTH OF APRIL	
23,000 PCS	BANANA
8.5 KGS	SQUASH
6.15 EGS	CUCUMBER
6.3 EGS	SWEET POTATO
13 EGS	LIVE CHICKEN
1 TRAY	EGGS
2 BUNDLE	STRING BEANS
2.0 EGS	SUNFLOWER SEEDS
5.0 EGS	DOGFOOD
SACKS	CONCENTRATE SEED MIX
	VARIOUS VEGES

ACTUAL WILDLIFE FEEDS DELIVERED FOR MAY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
5/1/2022	3,720 PCS	BANANA			HAP-MAP VARIETY STORE
	2.0 KGS	STRING BEANS			
	6.40 EGS	CUCUMBER			
	6.40 EGS	SWEET POTATO			
	5.0 KGS	SQUASH			
5/15/2022	1,455 PCS	BANANA			
5/19/2022	3,545 PCS	BANANA			
	0.30 EGS	LIVE DUCK			
5/20/2022	1 SACK	CONCENTRATE SEED			
5/19/2022	1 SACK	DOGFOOD			
	1 TRAY	EGGS			
	4 PCS	FRESH CHICKEN			
	10.5 EGS	SQUASH			
	10.0 EGS	CUCUMBER			
5/21/2022	9.0 KGS	SWEET POTATO			
	1.0 KG	STRING BEAN			
5/25/2022	2,400 PCS	BANANA			
5/27/2022	6,705 PCS	BANANA			

ACTUAL WILDLIFE FEEDS DONATION RECEIVED FOR MAY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	DONATED BY
5/2/2022	30 EGS	VARIOUS VEGES			IRAWAN MARKET
5/4/2022	5.0 EGS	DOGFOOD			GMV
5/5/2022		VARIOUS VEGES			R. SALIBU
5/6/2022		VARIOUS VEGES			R. SALIBU
5/13/2022	1 SACK	REPOLYO			R. SALIBU
5/14/2022	1 SACK	DOGFOOD			GMV
5/25/2022	1,470 PCS	BANANA			

TOTAL FOR THE MONTH OF MAY	
19,331 PCS	BANANA
15.5 EGS	SQUASH
16.40 EGS	CUCUMBER
13.40 EGS	SWEET POTATO
0.30 EGS	LIVE DUCK
3.0 EGS	STRING BEANS
1 SACK	REPOLYO
1 TRAY	EGGS
4 WHOLE	FRESH CHICKEN
1 TRAY	EGGS
2 SACKS	DOGFOOD
5.0 KGS	DOGFOOD
1 SACK	CONCENTRATE SEED MIX
	VARIOUS VEGES

ACTUAL WILDLIFE FEEDS DELIVERED FOR JUNE 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
6/11/2022	7,950 PCS	BANANA			HAI-HAI VARIETY STORE
6/12/2022	741 PCS	BANANA			
6/29/2022	2,565 PCS	BANANA			
	8.20 KGS	LIVE DUCK			

ACTUAL WILDLIFE FEEDS DONATION RECEIVED FOR JUNE 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	DONATED BY
6/21/2022	1 SACK	DOGFOOD			GMV

TOTAL FOR THE MONTH OF JUNE		
11,204 PCS		BANANA
8.20 KGS		LIVE DUCK
1 SACK		DOGFOOD

ACTUAL WILDLIFE FEEDS DELIVERED FOR JULY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
7/6/2022	3,339 PCS	BANANA			HAI-HAI VARIETY STORE
7/19/2022	2,145 PCS	BANANA			
	10.0 KGS	TOMATO			
	2.65 KGS	STRING BEANS			
7/16/2022	1,150 PCS	BANANA			
	9.0 KGS	LIVE DUCK			
7/25/2022	4,301 PCS	BANANA			

TOTAL FOR THE MONTH OF JULY		
16,015 PCS		BANANA
10.0 KGS		TOMATO
2.65 KGS		STRING BEANS
9.0 KGS		LIVE DUCK
1 SACK		DOGFOOD

Prepared by:

  
ALJEAN MAE P. PAZ

Noted by:

  
GINA M. VARILLA



MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper II  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 1-15, 2022  
DATE : January 18, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (Jan. 3, 4, 5, 10, 11, 12)
- ~~Received delivered 4 sacks of dog food, 3 1/2 kilograms of cucumber and 2 1/2 kilograms of squash (Jan. 10)~~
- ~~Prepared food (washing and dicing banana and papaya) for and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weipho kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped). (Jan. 3, 4, 5, 10, 11, 12)~~
- Swept at front of Building 2. (Jan. 10)
- Assisted to pick up donated carabao from Bgy. Siesican (Jan 3) and donated pig from Bgy. Siesican. (Jan 3)
- Swept at front of Reptile House. (Jan. 12)
- Cleaning pet carrier and Quarantine area. (Jan. 11)
- Buried necropsied wildlife animals (2 heads monkey and 1 head parrot) (Jan 11)
- Assisted in cutting fallen down trees at Nature Park, back of Reptile House and Exit area. (Jan. 12)
- Washed feeding and drinking bowl and refilled water of animals. (Jan. 3, 4, 5, 10, 11, 12)

For information and record

  
JONATHAN A. CORPUZ

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



Department of Environment and Natural Resources  
Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwacc.nrdc@gmail.com

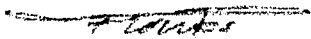
MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 1-15 2022  
DATE : JANUARY 16, 2022

Respectfully submitted are the accomplished tasks from the above-stated period.

- Uniktat at nag inpeksyon ng mga hayop at kamulang mga kulungan sa umaga at hapon. (January 1,6,7,13,14)
- ~~Naghandang mga pagkain (hinugasan ang mga saging at tinatrad ng malut para sa mga ibon, nagbabad ng karne at hiniwa para sa mga lawin, at hinugasan ang bawal saging na may halat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (January 1,6,7,13,14)~~
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig inumin. (January 1,6,7,13,14)
- Naglinis sa area ng mga hayop (nilinis ang dumi ng hayop at tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (January 1,6,7,13,14)
- Binilang ang mga hayop na nirecord sa Daily Checklist (January 1,6,7,13,14)
- Nag Transfer ng Mynah from Nature Park to P6.(January 6)
- Nag repair ng bagong kulungan sa clinic.(January 9)
- Nag-putol ng mga sanga sa mini zoo.(January 13)
- Tumulong mag- chainsaw at mag putol ng sanga sa likod ng Building 13. (January 13)
- Tumulong mag- huli ng nakawalang buwaya sa T1. (January 14)
- Tumulong mag- inventory sa CFU sa Hatchling House B. (January 14)

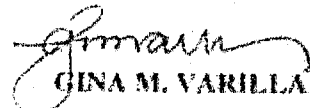
For information and record.

  
MARK JAYSON C. FLORES

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princessa City, Palawan  
Email: pwrec.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 1-15 2022  
DATE : JANUARY 18, 2022

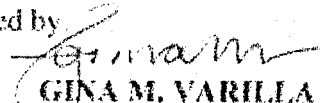
Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Jan. 2, 5, 8, 9, 12, 15)
- Naghanda ng mga pagkain (hinugasan ang mga saging at tinadtad ng madit para sa mga ibang hayop, nagbabad ng karne at hiniwa para sa mga lawin at hinugasan ang bawat saging na may 10% para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P5, P5, Reptile House at Nature Park). (Jan. 2, 5, 8, 9, 12, 15)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Jan. 5, 8, 9, 12, 15)
- Namitas ng mga saging at papaya sa loob ng facility upang ipakain sa mga mammals. (Jan. 2, 5, 8)
- Nag-repair ng kulungan ng Palawan Bearded Pig sa P7 area. (Jan. 2)
- Nag-repair ng kulungan ng Wildlife animals sa Quarantine area. (Jan. 9, 10)
- Tumulong sa pagputol ng mga kahoy sa likod ng Building 13, Exit gate at Nature Park kasama ang ibang Animal Keepers, GSU Unit at Crocodile Farming Unit. (Jan. 12)
- Kasama si Mr. Lagotan, hinuli namin ang nakawalang Palawan Bearcat sa P7 area at inilagay sa Quarantine. (Jan. 2)
- Kasama sila Mr. Corpuz, Mr. Tabinas at Mr. Guion, hinuli namin ang nakawalang Palawan Bearcat sa P7 area. (Jan. 5)
- Nag-repair ng kulungan ng Warty Pig sa P7. (Jan. 15)
- Tumulong sa pag-chainsaw sa mga natumba at nabaling mga puno o kahoy dahil sa bagyo sa Nature Park. (Jan. 5)
- Nag-participate sa Clean-up activity sa harap ng Building 1 at 2. (Jan. 8)

For information and record.

  
REXAN O. BELLARAN

Concurred by:  
  
SALVADOR L. GUION

Noted by:  
  
GINA M. VARILLA





MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
JANUARY 1-15, 2022  
DATE : January 18, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (January 7, 8, 10, 14 and 15)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals. (P6, Nature Park, Quarantine and Clinic). (January 7, 8, 10, 14 and 15)
- Refilled drinking water of avian and mammals. (January 7, 8, 10, 14 and 15)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (January 7, 8, 10, 14 and 15)
- Brushed and used strong water to drained left overs and waste of animals at Quarantine area. (January 7, 8, 10, 14 and 15)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the Turn Over, Donation, Birth, Mortalities, and Released Animals. (January 7, 8, 10, 14 and 15)

**January 7, 2022**

- Transferred 2 heads Hill Mynah at P6 area from Nature Park.
- Refilled water in the pond of Burmese Python tank-2 at Reptile House.

**January 8, 2022**

- Brought the steel frame at incinerator and placed at Quarantine to make a new cage for animals with Mr. Rexan Pabillaran.
- Labeled and Buried mortality of 1 head long tailed macaque from Mini Zoo with Mr. Rexan Pabillaran

**January 10, 2022**

- Participated at "BAYANIHAN" by sweeping at P6.
- Assisted crocodile farming unit to restrain the crocodile at P6.
- Assisted at crocodile holding
- Refilled water in the pond of Burmese Python tank-2 at Reptile House
- Brought the wildlife feeds supply of 8 sacks of bananas and 4 sacks of dog food and placed at feeds' storage at Building II with Mr. Jonathan Corpuz.
- Labeled mortality of 1 head long tailed macaque from Quarantine.
- Received and counted of wildlife feeds supply 4.705 pes of banana, 2 ¾ kilograms of squash, ½ kilos of cucumber and 4 sacks of dog food with Mr. Jonathan Corpuz

**January 14, 2022**

- Assisted Mr. Dante Duran to capture 1 head of Freshwater Crocodile jumped out from its pen at T-2 area Assisted Mr. Kenneth Abowac to catch 1 head fresh water crocodile that entered the turtle cage in T-2 tank 5 and returned to his cage.
- Cleaned, refilled and head to head counted of turtles at T-2 tank 1, tank 2, tank 3 tank 4 and tank 5.

**January 15, 2022**

- Assisted Mr. Dante Duran to capture 2 heads of Freshwater Crocodile and 1 head of Saltwater Crocodile jumped out from their tanks at Hatchling House B.
- Repaired the fence of the Warty Pig pen in the Nature Park with Mr. Rexan Pabillaran
- Assisted Mr. Benjie Latogan to cleaned and removed dry leaves and mud in the 0-3 water storage pond for Hatchling house A and Hatchling House B

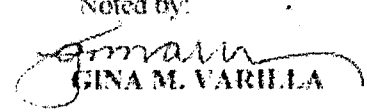
For information and record

  
**RODOLFO S. SALIBIO JR.**

Concurred by:

  
**SALVADOR L. GUION**

Noted by:

  
**GINA M. VARELLA**



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper II  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 16-31, 2022  
DATE : February 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period.

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (January 24, 25)
- Prepared food (washing and dicing banana and papaya) for and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped). (January 24, 25)
- Washed feeding and drinking bowl and refilled water of animals. (January 24, 25)
- Cleaned and drained left over food and waste of animals at Quarantine. (January 25)
- Cleaned and swept at the kitchen area. (January 24)
- Participated in Bayanihan along the main canal and parking area. (January 24)

For information and record.

  
JONATHAN A. CORPUZ

Concurred by:

Noted by:

  
SALVADOR L. GUION

  
GINA M. VARILLA

Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrdc@gmail.com

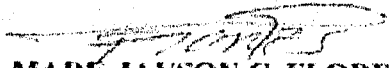
MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 16-31 2022  
DATE : February 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (January 16,18,20,21,23,27,28,30)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga Gbon, nagbabad ng karne at hiniwa para sa mga lawin, at hinugasan ang bawat saging na may halat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (January 16,18,20,21,23,27,28,30)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (January 16,18,20,21,23,27,28,30)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (January 16,18,20,21,23,27,28,30)
- Binilang ang mga hayop na nirecord sa Daily Checklist. (January 16,18,20,21,23,27,28,30)
- Nag-transfer ng nahuling unggoy sa Nature Park. (January 16)
- Nag-transfer ng turn-over na 1 head monkey at 1 head Palawan Peacock sa P6 at Nature Park. (January 20)
- Tumulong mag-chainsaw ng punong-kahoy sa Hatchling House B. (January 16)
- Nag-received ng turn-over from PCSD w/ Dr. Rebong 1 head Racquet Tail Parrot. (Jan. 18)
- Nag-hakot ng saging sa mola labas ng Building 2, 10 sacks of banana with Mr. Guion, Mr. Salitio and Ms. Ayeras, nag-bilang at nag-timbang ng saging na 6,589 pcs pipino 3,3kts. Kamote 7,2kts. (January 18)
- Nag-repair ng kulungan sa P6 Area. (January 20)
- Tumulong mag-libing ng buwaya sa old fish pond. (January 21)

For information and record.

  
MARK JAYSON C. FLORES

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrc.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF JANUARY 16-31 2022  
DATE : February 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Jan. 19, 22, 23, 26, 29, 30)
- Naghanda ng mga pagkain (hinugasan ang mga saging at tinadtad ng malit para sa mga ibat), nagbabad ng karne at hiniwa para sa mga lawin at hinugasan ang bawat saging na may bala para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P5, Reptile House at Nature Park). (Jan. 19, 22, 23, 26, 29, 30)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Jan. 19, 22, 23, 26, 30)
- Nag-assist sa paglibing ng crocodile mula sa P5 kasama ang mga Animal Keepers mula sa Crocodile Farming Unit. (January 26)
- Nag-assist sa PCSID sa turned-over na 1 head Peacock at 1 head monkey. (Jan. 19)
- Nag-repair ng kulungan ng Beaded Pig sa P7 area. (January 19)
- Nag-repair ng kulungan para sa bagong turned-over na Sea Eagle. (Jan. 29)
- Nag-assist sa crocodile holding. (January 23)

For information and record.

  
REXAN O. PABILLARAN

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princessa City, Palawan  
Email: pwrec.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
JANUARY 16-31, 2022  
DATE : February 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (January 17, 21, 22, 24, 28, 29, 31)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals (P6, Nature Park, Mini Zoo, Quarantine and Clinic). (January 17, 21, 22, 24, 28, 29, 31)
- Refilled drinking water of avian and mammals. (January 17, 21, 22, 28, 29, 31)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals in Quarantine, mammals at Clinic, avian at P6 and Nature Park. (January 17, 21, 22, 24, 28, 29)
- Brushed and used strong water to drained left overs and waste of animals at Quarantine area. (January 21, 22, 28, 29, 31)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the Turn Over, Donation, Birth, Mortalities, and Released Animals. (January 17, 21, 22, 24, 28, 29, 31)

**January 17, 2022**

- Transferred 1 head Long Tailed Macaque from Quarantine to Nature Park with Mr. Flores and Mr. Guion.
- Brought the wildlife feed supply from the entrance and placed in front of Building II with the assistance of Mr. Enano
- Assisted to pick up condemned cow meat at Sitio Solomon.
- Participated at Bayanihan by sweeping and hauling dry leaves in HHA and HHB.

**January 21, 2022**

- Assisted Crocodile Farming Unit in burying 1 head Freshwater Crocodile from P5.

**January 22, 2022**

- Assisted Mr. Dante Duran to catch the wild Tree Snake in front of Building I.
- Swept along the hallway of Building II.

**January 24, 2022**

- Labeled and buried 1 head peacock from P6 area
- Participated at Bayanihan by sweeping and removing branches of trees along the main canal along Parking Lot.

**January 28, 2022**

- Labeled mortality of 1 head Racquet-tail and placed inside the freezer.
- Received 1 head Sea Eagle turned-over by PCSD personnel.

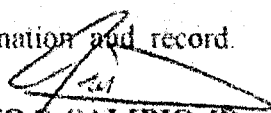
**January 29, 2022**

- Assisted in fixing of new cage for the animals at Clinic extension with Mr. Rexan Pabillaran.

**January 31, 2022**

- ~~Received wildlife fees supply, 2 sacks of seed concentrate, 3¼ kilograms of cucumber and 3¼ kilograms of squash~~
- Assisted Mr. Abowac to catch Freshwater Crocodile that entered the turtle cage in T-2 Tank 5 and put back to its cage.
- Participated at Bayanhan by sweeping and removing branches of Trees along the main canal.

For information and record.

  
**RODOLFO S. SALIBIO JR.**

Concurred by:

  
**SALVADOR L. GUION**

Noted by:

  
**GINA M. VARILLA**



Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrde@gmail.com

MEMORANDUM

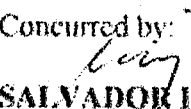
FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF FEBRUARY 1-15, 2022  
DATE : February 15, 2022


Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Feb. 2, 5, 6, 9, 12 and 13)
- Naghanda ng mga pagkain (hinugasan ang mga saging at tinadtad ng malin para sa mga ibat; naghabad ng karne at hiniwa para sa mga lawin; naghabad ng dog food at hinugasan ang pawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (Feb. 2, 5, 6, 9, 12 and 13)
- Nagpitas ng mga bunga ng miyog sa loob ng facility para sa mga Bearded Pigs at Warty Pigs (Feb. 5 and 6)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Feb. 2, 6, 9 and 12)
- Nag-assist kasama si Mr. Salibio sa turn-over na 2 heads Parrots, 1 head Palawan Bearcat and 1 head Palawan Hornbill. (Feb. 5)
- Naglagay ng perch at nag-transfer ng cage at Palawan Bearcat kasama ang ilang staff mula sa GSU, Crocodile Farming at Wildlife Unit (Feb. 9)
- Nag-repair ng kulungan ng Palawan Bearcat. (Feb. 5 and 6)
- Nag-linis ng kulungan para sa bagong turned-over na Palawan Bearcat sa Mini Zoo. (Feb. 9)

For information and record.

  
REXAN O. PABILLARAN

Concurred by:  
  
SALVADOR L. GUION

Noted by:  
  
GINA M. VARILLA





MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
FEBRUARY 1-15, 2022  
DATE : February 16, 2022

Respectfully submitted are the accomplished tasks from the above-stated period.

- Monitored by counting and inspecting the animals in their enclosures. (February 1, 4, 5, 7, 8, 11, 12, 14 and 15)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food, for avian and mammals (P6, Nature Park, Mini Zoo, Quarantine and Clinic). (February 1, 4, 5, 8, 11, 12, 14 and 15)
- Refilled drinking water of avian and mammals. (February 1, 4, 5, 7, 8, 11, 12, 14 and 15)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (February 1, 4, 5, 7, 8, 11, 12, 14 and 15)
- Brushed and used strong water to drained left overs and waste of animals at Quarantine area. (February 1, 4, 5, 7, 8, 11, 12, 14 and 15)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (February 1, 4, 5, 7, 8, 11, 12, 14 and 15)

**February 1, 2022**

- Buried 1 head Forest Turtle from T2.

**February 4, 2022**

- Repaired the cage and placed wooden perch for Sea Eagle with Mr. Mark Flores.
- Transferred 1 head Sea Eagle from Clinic to Quarantine.

**February 5, 2022**

- Received 2 heads Blue-naped Parrot, 1 head Palawan Bearcat and Palawan Hornbill turned over by PCSD personnel.
- Assisted in fixing of the new cage for the animals at Clinic Extension with Mr. Rexan Pabillaran.
- Brought the 2 pcs. of steel bars at storage supply.

**February 7, 2022**

- Assisted Crocodile Farming Unit to cut down a large tree in the P6 area
- Labeled mortality of 1 head Blue-naped Parrot and placed in freezer.
- Repaired cage at P6 area for Blue-naped Parrots' enclosure.
- Transferred 5 heads Blue-naped Parrot at P6 area

- Buried 1 head Blue-naped Parrot
- Received and counted wildlife feeds supply with total of 1,431 pcs of bananas

February 11, 2022

- Received and counted wildlife feeds supply with total of 3,585 pcs of bananas with Ms. Leslie Bacani
- Received 1 head White Spotted Wood Owl turned over by concern citizen.

February 14, 2022

- Picked up the donated 25 ¼ kilograms of watermelons at barangay San Jose
- Participated at "BAYANIHAN" by bringing woods and repairing the 3 foot bridge at Nature Park.
- Received 1 head Civet Cat turned over by concern citizen.

February 15, 2022

- Received donated fruits 80 pcs of bananas

For information and record.

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA

MEMORANDUM

FOR The OIC- Project Manager  
THRU Animal Keeper III  
FROM Animal Keeper I  
SUBJECT ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF FEBRUARY 16-28, 2022  
DATE February 28, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspekyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Feb. 17, 18, 20, 21, 24, 25 and 27)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga ibon, naghabad ng karne at hiniwa para sa mga lawin, at hinugasan ang bawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (Feb 17, 18, 20, 21, 24, 25 and 27)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Feb. 17, 18, 20, 21, 24, 25 and 27)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (Feb. 17, 18, 20, 21, 24, 25 and 27)
- Nag-repair ng kulungan ng Palawan Bearcat sa Clinic. (Feb. 17 and 18)
- Nag-tulong sa pag-restrain ng buwaya na si Pinay at Pinoy sa P6 area (Feb. 17)
- Nag-tulong sa pagbalat ng manok sa Feed House at nagkuha ng pagkain para sa raptors (Feb. 18)
- Tumulong sa paggawa ng hamba ng pintuan sa Ticket Booth. (Feb. 18)
- Nag-repair ng kulungan ng Palawan Bearded Pig sa Nature Park (Feb. 18)
- Nag-participate sa Bayanihan at nagtulong sa pag-semento sa Entrance area at nagkabit ng hamba ng pintuan sa Ticket Booth. (Feb. 21)
- Nag-received ng turned-over na 1 head Reticulated Python from PCSD. (Feb. 24)
- Hinanda ang 1 head Reticulated Python upang i-release ng PCSD. (Feb. 24)
- Nag-linis ng tab para sa Porcupine at inilipat sa Clinic. (Feb. 24)
- Nag-bilang ng delivered na saging na 2,005 piraso kasama si Mr. Salbio. (Feb. 25)
- Nag-restrain ng Burmese Python sa Reptile House. (Feb. 25 and 27)
- Nag-repair ng kulungan ng Reticulated Python sa Reptile House. (Feb. 27)
- Nag-libing ng mortality ng 1 head Civet Cat. (Feb. 24)
- Nag-report ng wildlife mortality sa Veterinarian at inilagay sa freezer para sa necropsy. (Feb. 27)

For information and record.

  
MARK JAYSON C. FLORES

Concurred by: 

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper II  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF FEBRUARY 16-28, 2022  
DATE : March 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area (Feb. 16, 21, 22, 23, 28)
- Prepared food (washing and dicing banana and papaya) for and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped). (Feb. 16, 21, 22, 23, 28)
- Washed feeding and drinking bowls and refilled water of animals. (Feb. 16, 21, 22, 23, 28)
- Cleaned the enclosures of animals and leftover foods. (Feb. 16, 21, 22, 23, 28)
- Cleaned at Building 2 and each comfort rooms. (Feb. 23)
- Made a new enclosure of animal at Quarantine area. (Feb. 23)
- Collected fallen coconuts and harvested papaya at the premises for Bearded Pigs. (Feb. 22)
- Received turned-over of 1 head Reticulated Python and 1 head Palawan Hornbill. (Feb. 21)
- Participated in Bayanihan by putting different colors of flags and coupling the jamb of the door at Ticket Booth. (Feb. 21)
- Buried 1 head Egret and 1 head Spotted Wood Owl. (Feb. 22)
- Buried 1 head Monkey. (Feb. 28)
- Removed big branch of Talisay tree from the roof of avian's enclosure at P6 area. (Feb. 23)

For information and record

JONATHAN A. CORPUZ

Concurred by

GLENN G. REBONG D.V.M.

Noted by

GINA M. VARILLA



Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrc.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF FEBRUARY 16-28, 2022  
DATE : February 28, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Feb. 16, 19, 20, 23, 26 and 27)
- Naglunda ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga ibon, pagbabad ng karne at hiniwa para sa mga lawin, nagbabad ng dog food at hinugasan ang bawat saging na may balat para sa mammals) at puskain ang mga hayop sa iba-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (Feb. 16, 19, 20, 23, 26 and 27)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Feb. 16, 19, 20, 23, 26 and 27)
- Nag-repair ng kulungan ng Palawan Bearcat sa Quarantine area. (Feb. 16)
- Nag-linis ng pond sa Reptile House kasama si Mr. Salibio. (Feb. 26)
- Nag-repair ng kulungan ng hayop sa Nature Park kasama si Mr. Flores. (Feb. 20)
- Nag-assist sa PCSD para sa turned-over na 1 head Reticulated Python at 1 head Palawan Hornbill. (Feb. 16)
- Nagtanggag ng naputol na kahoy mula sa puno ng talisay na nasa hubong ng avian sa P6 area kasama si Mr. Corpuz. (Feb. 23)
- Nagwalis ng na-grasscut na mga damo sa harap ng P6 area at Reptile House. (Feb. 23)
- Nagbilang ng delivered na mga saging sa Stock Room kasama si Mr. Salibio. (Feb. 16)
- Nag-restrain ng Burmese Python at nag-repair ng kulungan sa Reptile House kasama si Mr. Flores. (Feb. 27)
- Nag-participate sa Bayanihan at nagtulong sa pag-semento sa Entrance area. (Feb. 21)
- Nag-assist kay Mr. Latogan sa pagpahold ng crocodile sa mga bisita. (Feb. 27)

For information and record.

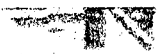
  
REXAN O. PABILLARAN

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
FEBRUARY 16-28, 2022  
DATE : March 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (February 18, 19, 21, 25, 26 and 28)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals. (P6, Nature Park, Mini Zoo, Quarantine and Clinic). (February 18, 19, 21, 25, 26 and 28)
- Refilled drinking water of avian and mammals. (February 18, 19, 21, 25, 26 and 28)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (February 18, 19, 21, 25, 26 and 28)
- Brushed and used strong water to drained left overs and waste of animals at Quarantine area. (February 18, 19, 21, 25, 26 and 28)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (February 18, 19, 21, 25, 26 and 28)

February 18, 2022

- Labeled and buried mortality 1 head Hill Mynah.
- Assisted Mr. Dante Duran to chop chicken meat for the crocodile at Hatchling House B
- Assisted Crocodile Farming Unit to weigh the delivered fish at feed house.

February 19, 2022

- Counted wildlife feeds supply with total of 1,700 pcs of bananas with Mr. Rexan Pabillaran.

February 21, 2022

- Participated at "BAYANIHAN" by cementing the driveway at the entrance.
- Received 1 head Spotted wood owl turned over by PCSD personnel.

February 25, 2022

- Counted wildlife feeds supply with total of 2,005 pcs of bananas with Mr. Mark Flores.
- Assisted at crocodile holding.
- Cleaned and replaced the pond with water 2 cages of Burmese Python in the Reptile House with Mr. Mark Flores.

February 26, 2022

- Received 1 head Palm Civet Cat turned over by PCSD personnel.
- Cleaned and replaced the pond with water the irrigation of the Python cage in the Reptile House.

February 28, 2022

- Sweeping at Reptile House.
- Labeled mortality 1 head Long Tailed Macaque and placed at freezer.

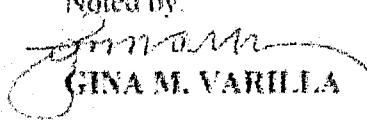
For information and record.

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
SALVADOR L. GUION

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrc.nrde@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF FEBRUARY 1-15, 2022  
DATE : February 15, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspekyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (Feb. 3, 4, 6, 10, 11 and 13)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga fibon, naghabad ng karne at hiniwa para sa mga lawin, at hinugasan ang bawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (Feb. 3, 4, 6, 10, 11 and 13)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (Feb. 3, 4, 6, 10, 11 and 13)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (Feb. 3, 4, 6, 10, 11 and 13)
- Binilang ang mga hayop na nirecord sa Daily Checklist. (Feb. 3, 4, 6, 10, 11 and 13)
- Nag-received ng turned-over na 1 head Bakoko mula sa concerned citizen. (Feb. 6)
- Nag-repair ng kulungan ng hayop mula sa Clinic. (Feb. 3, 6, 10, 11 and 13)
- Nag-repair ng kulungan sa Nature Park at Quarantine. (Feb. 3)
- Nag-repair ng kulungan ng raptor at mammals sa Mini Zoo. (Feb. 4)
- Nag-hakot ng saging sa mula labas hangang sa Building 2, 3 sacks of banana, nag-bilang ng bawat piraso ng saging na may total na 1, 315 piraso. (Feb. 10-11)
- Nag-libing ng mortality ng 1 head Racquet-tail, 1 head Palawan Talking Mynah and 1 head Blue-naped Parrot. (Feb. 10)
- Nag-hakot ng mga kahoy na gagamitin para sa gagawing tulay at dinala sa loob ng Nature Park. (Feb. 11)
- Nagparticipate sa Bayanihan, naglinis sa Building 2, naghakot ng mga kahoy at nag-repair ng tulay sa Nature Park. (Feb. 7 and 14)

For information and record

  
MARK JAYSON C. FLORES

Concurred by:

  
SALVADOR I. GUION

Noted by:

  
GINA M. VARILLA



March 7, 2022

- Drained turtle pond at T2 (tank 1, tank 2, tank 3, tank 4 and tank 5) and 1 head Forest Turtle found dead at T2 tank 5
- Make a monthly inventory report for avian, mammals and reptile at Clinic, Quarantine, P6 area, T2 and Reptile House
- Refilled Turtle pond at T2 (tank 1, tank 2, tank 3, tank 4 and tank 5)
- Fed 4 heads Reticulated Python at Reptile House and Clinic

March 11, 2022

- Assisted Mr. Dante Duran to Captured 1 head Freshwater Crocodile that jumped out from pen and put it back to its pen at T2.
- Collected small papaya trees at Nature Park and planted at P6 area with Mr. Flores.

March 12, 2022

- Assisted in Crocodile holding
- Counted wildlife feeds supply 1,360 pcs of banana with Mr. Rexan Pabilitan

March 14, 2022

- Participated at "BAYANIHAN" by sweeping, cutting small branches and cleaned in the crocodile holding area
- Assisted in Crocodile holding
- Received and weighed wildlife feeds supply 8 kilos of cucumber, 12.3 kilos of squash, 16.5 kilos of sweet potato, 2 trays of egg and 1 sack of concentrate seeds with Ms. Leslie Jean Macani
- Fed 2 heads Burmese Python at Reptile House

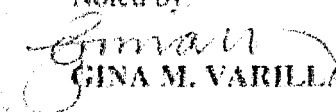
For information and record

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrde@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper II  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 1-15, 2022  
DATE : March 16, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (March 1, 2, 7, 8, 14 and 15)
- Prepared food (washing and dicing banana and papaya) and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped) (March March 1, 2, 7, 8, 14 and 15)
- Washed feeding and drinking bowls and refilled water of animals. (March March 1, 2, 7, 8, 14 and 15)
- Cleaned the enclosures of animals and leftover foods. (March March 1, 2, 7, 8, 14 and 15)
- Participated in Bayanihan by sweeping in PWRCC personnel's parking area, sweeping, trimming, planting of flowering plants at entrance area and cleaning in Photo Booth area. (March 1, 4 and 14)
- Assisted guests for holding of crocodile. (March 14 and 15)
- Received turned-over of 1 head Palawan Bearcat from PCSO personnel. (March 1)
- Received feeds for Wildlife animals' supply, 1 sack concentrate, 1 sack dog food and 5 heads live chicken. (March 1)
- Swept at Quarantine area and Clinic. (March 2)
- Assisted GSU in cleaning at front and back of Building 13. (March 2)
- Swept at Reptile House and entrance of Nature Park and cleaned the kitchen at Building 2. (March 2, 8 and 9)

For information and record.

JONATHAN A. CORPUZ

Concurred by:

GLENN B. REBONG

Noted by:

GINA M. VARILLA




MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper II  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 16-31, 2022  
DATE : April 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (March 16, 21, 22, 23, 29 and 30 )
- Prepared food (washing and dicing banana and papaya) and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped) (March 16, 21, 23, 29 and 30)
- Washed feeding and drinking bowls and refilled drinking water of animals. (March 16, 21, 22, 23, 29 and 30)
- Cleaned the enclosures of animals and leftover foods. (March 16, 21, 22, 23, 29 and 30)
- Cleaned at Clinic area and swept dry and fallen leaves at Quarantine area. (March 22)
- Repaired enclosures for animals. (March 30)
- Swept at Building 2 and kitchen area. (March 16, 21 and 29)
- Counted the bananas donated by Ma'am Gina Varilla with total of 460 pieces. (March 27)
- Transferred 2 heads of Palawan Bearcat to its new enclosure at Clinic. (March 30)
- Received turned-over of 1 head monitor lizard from PCSID personnel. (March 30)
- Cleaned and swept around PWRCC compound. (March 20 and 27)
- Collected the dry leaves and threw garbage from trash cans. (March 27)
- Watered plants and planted flowering plants at the Entrance area. (March 20 and 27)
- Trimmed plants at entrance and exit area (March 27)
- Put some plants at main lobby (March 27)
- Swept and collected garbage at visitors' parking area. (March 27)
- Cleaned and plucked weeds at visitor's parking area and pathway. (March 20 and 27)
- Cleaned the surrounding of comfort room at parking area. (March 27)
- Participated at Bayanihan at lobby area. (March 28)

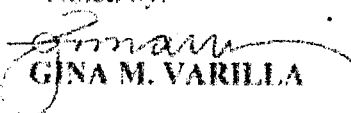
For information and record.

  
JONATHAN A. CORPUZ

Concurred by:

  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA

Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 16-31, 2022  
DATE : March 31, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspekyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (March 17, 18, 20, 24, 25, 27 and 31)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga ibon, nagbabad ng karne at hiniwa para sa mga lawin, at hinugasan ang bawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (March 17, 18, 20, 24, 25, 27 and 31)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (March 17, 18, 20, 24, 25, 27 and 31)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (March 17, 18, 20, 24, 25, 27 and 31)
- Nilipat and delivered wildlife feeds na 2 sacks of banana mula sa entrance of dinela sa Building 2. Binilang ang bawat piraso ng banana at may total na 1,779 pcs. (March 17)
- Inilabas ang mortalities mula sa freezer. 1 head monkey and 2 heads Palawan Bearcat upang ihanda para i-necropsy ng veterinarian. (March 18)
- Nag-released ng 1 head Palm Civet sa Nature Park. (March 18)
- Kinuha ang mortality ng 2 heads monkey mula sa Nature Park. (March 18)
- Inihbing ang mortalities na 2 heads monkey and 2 heads Palawan Bearcat matapos i-necropsy ng veterinarian. (March 18)
- Nagwalis sa pathway ng Nature Park. (March 20)
- Gumawa ng bagong kulungan para sa mammals. (March 20)
- Nag-repair at nag-pintura ng kulungan na hayop sa Clinic. (March 24, 25 and 27)
- Nag-transfer ng Palawan Hornbill mula sa clinic at nilipat sa Quarantine. (March 24)
- Nag-received ng wildlife feeds: 1 sack conditioner concentrate and 1 sack dog food. (March 27)
- Received 1 head Asian Box Turtle from PCSD (March 31)
- Repair ng kulungan ng Mammals sa Mini Zoo (march 31)

For information and record

  
MARK JAYSON C. FLORES

Concurred by:

  
Glenn G. Reborg

Noted by:

  
GINA M. VARILLA

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 16-31, 2022  
DATE : April 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (March 19, 20, 26, 27 and 30)
- Naghanda ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga ibon, pagbabad ng karne at isda at hiniwa para sa mga lawin, nagbabad ng dog food at hinugasan ang hawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-itking area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (March 19, 20, 26 and 30)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (March 19, 20, 26, 27)
- Kasama si Mr. Tabang ay aming kinuha ang donated na kalabaw sa Purok Iratag, Brgy. Irawan at tinimbang sa loob ng Feed House. (March 19)
- Nag-received ng donated na 2 heads Palawan Bearcat mula sa PCSD. (March 19)
- Nag-assist sa Crocodile Holding sa Photo Booth. (March 19)
- Nag-repair ng kulungan ng hayop sa Quarantine area kasama si Mr. Flores, Mr. Corpuz at Doctor Rebong. (March 20)
- Nagbili ng saging na donation galing kay Ms. Paz sa New Market, Irawan kasama si Mr. Tabang. (March 26)
- Nag-harvest ng mga niyog sa loob ng PRWCC compound. (March 26 and 27)
- Nag-repair ng kulungan ng hayop sa Quarantine area. (March 26 and 27)

For information and record.

  
REXAN O. PABILLARAN

Concurred by:  
  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrec.nrde@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
MARCH 16-31, 2022  
DATE : April 1, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (March 18, 19, 21, 25, 26 and 28)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals (P6, Nature Park, Mini Zoo, Quarantine and Clinic) (March 18, 19, 21, 25, 26 and 28)
- Refilled drinking water of avian and mammals. (March 18, 19, 21, 25, 26 and 28)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals to Quarantine, mammals at Clinic, avian at P6 and Nature Park. (March 18, 19, 21, 25, 26 and 28)
- Brushed and drained left overs and waste of animals at Quarantine area. (March 4, 5, 7, 11, 12 and 14)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (March 18, 19, 21, 25, 26 and 28)

**March 18, 2022**

- Buried 2 heads Palawan Bearcat, 1 head long tailed macaque and 1 head Civet Cat after necropsy of Doc. Glenn Rebong.

**March 19, 2022**

- Assisted in crocodile holding.
- Received donated 4 1/2 kilograms of dog food
- Labeled mortalities of 2 heads Palawan Talking Mynah, 1 head long tailed macaque and placed inside the freezer.
- Assisted Crocodile Farming Unit to bury 1 head Freshwater Crocodile from T2.

**March 21, 2022**

- Drained and refilled water in 3 cages of Burmese Python at Reptile House.

**March 23, 2022**

- Participated in "BAYANIHAN" by cleaning and hauling old things at Feed House.

- Captured 1 head Freshwater Crocodile that jumped out and put it back to its pen at T2 with Mr. Kenneth Abovac.

March 25, 2022

- Brought cyclone wire at incinerator and placed at Clinic extension for repairing new enclosure for animals with Mr. Flores.
- Repaired the new cage by installing cyclone wire by quilting it at the cage at clinic extension with Mr. Mark Flores.

March 26, 2022

- Repaired new enclosure of animal by painting and welding the door at Clinic extension.


March 28, 2022

- ~~Assisted Crocodile Farming Unit in weighing donated pig meat at Feed House~~
- Participated in "BAYANIHAN" by cleaning and sweeping at the lobby.

For information and record,

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
Glenn G. Rehong

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrc.nrcc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD OF MARCH 1-15, 2022  
DATE : March 15, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspekyon ng mga hayop at kanilang mga kulungan sa umaga at hapon (March 3, 4, 6, 10, 11 and 13)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadrad ng maliit para sa mga ibon, nagbabad ng karne at laniwa para sa mga lawin, at hinugasan ang bawat saging na may bolat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (March 3, 4, 6, 10, 11 and 13)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (March 3, 4, 6, 10, 11 and 13)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (March 3, 4, 6, 10, 11 and 13)
- Nag-repair ng kulungan sa Clinic at pininturahan. (March 3)
- Inilabas ang mga namatay na wildlife animals mula sa freezer at inihanda upang i-necropsy ng veterinarian at inilibing. (March 4)
- Nag-restrain ng ahas at nilipat sa kabilang kulungan. (March 4 and 6)
- Nag-participate sa Bayanihan, nagwalis at trem ng halaman sa Garage area. (March 1)
- Nag-participate sa Bayanihan, nag walis at nagdamo sa harap ng Café Crocs. (March 5)
- Nagpintura ng kulungan ng hayop sa Clinic. (March 10)
- Nilagyan ng label ang mortality na 1 head mokey at inilagay sa freezer. (March 10)
- Nag-restrain ng buwaya sa T2 at inilipat sa kabilang kulungan. (March 11)
- Kumuha ng pangtanin na papaya sa loob ng Nature Park at itinanim sa P6 area. (March 11)
- Inilibing ang wildlife animals na namatay matapos i-necropsy ng veterinarian. (March 11)
- Nag-repair ng kulungan sa Quarantine at nag-transfer ng 1 head Palawan Hornbill, 2 heads Palawan Bearcat at 1 head Palm Civet. (March 13)
- Nag-lagay ng label sa mortality na 1 head Palawan Bearcat at inilagay sa freezer. (March 13)

For information and record.

  
MARK JAYSON C. FLORES

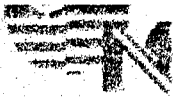
Concurred by:

  
GLENN G. REONG

Noted by:

  
GINA M. YARELLA





Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princessa City, Palawan  
Email: pwrc.nrdc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 1-15, 2022  
DATE : March 15, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon (March 5, 6, 12 and 13)
- Naghanda ng mga pakain (hinugasan ang mga saging at tinatad ng maliit para sa mga ibon, nagbabad ng karne at isda at luniwa para sa mga Iawin, nagbabad ng dog food at hinugasan ang hawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (March 5, 6, 12 and 13)
- Hinugasan ang inumao at pakainan ng mga hayop at pinalitan ang tubig-inumin. (March 5, 6, 12 and 13)
- Nag-harvest ng mga saging sa loob ng facility para sa Bearded pigs at Warty pigs (March 5)
- Nag-repair ng kulungan ng ahas sa Reptile House kasama si Mr. Salibio. (March 5)
- Nag-harvest ng myog para sa Bearded pigs, Warty pigs at Porcupine kasama si Mr. Flores (March 6)
- Nag-linis ng pond sa Rtile House kasma si Mr. Flores at pinalitan ang tubig (March 6)
- Nag-repair ng kulungan ng hayop sa Quarantine area (March 12 and 13)
- Nagbili ng saging sa New Market, Irawan kasama si Mr. Guion (March 12)
- Binilang ang naideliver na mga saging kasama si Mr. Salibio. (March 12)
- Nag-transfer ng Civet Cat at Palawan Bearcat sa Quarantine area (March 13)

For information and record.

REXAN O. PABILLARAN

Concurred by:

SALVADOR L. GUION

Noted by:

GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princessa City, Palawan  
Email: pvwrc.nrde@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
MARCH 1-15, 2022  
DATE : March 16, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (March 4, 5, 7, 11, 12 and 14)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals. (P6, Nature Park, Mini Zoo, Quarantine and Clinic) (March 4, 5, 7, 11, 12 and 14)
- Refilled drinking water of avian and mammals. (March 4, 5, 7, 11, 12 and 14)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (March 4, 5, 7, 11, 12 and 14)
- Brushed and used strong water to drained left overs and waste of animals at Quarantine area. (March 4, 5, 7, 11, 12 and 14)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (March 4, 5, 7, 11, 12 and 14)

March 1, 2022

- Received 15 heads live chicken and placed in an empty cage at T2.
- Participated at "BAYANIHAN" by trimming a long flower branch at Parking Lot.

March 4, 2022

- Participated at "BAYANIHAN" by cleaning and sanitizing the floor and chairs at old canteen.
- Fed 2 heads Burmese Python at Reptile House.
- Buried 1 head Mynah, 1 head Long tailed macaque and 1 head Spotted Wood Owl after the necropsy of Doc Glenn.

March 5, 2022

- Assisted Mr. Benjie Latogan to buried 1 head Freshwater Crocodile.
- Repaired Reticulated Python's enclosure at Reptile house with Mr. Rexan Pabillaran.
- Fed 1 head Burmese Python at Reptile House and 2 heads Reticulated Python at Clinic.

March 6, 2022

- Assisted in setting up the photo exhibit for 27<sup>th</sup> Crocodile Conservation Week in Robinsons Place Palawan.

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF APRIL 1-15, 2022  
DATE : April 17, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspekyon ng mga hayop at kaniang mga kulungan sa umaga at hapon. (April 1, 3, 4, 5, 10, 11 and 12)
- Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng malut para sa mga ibon, nagbabad ng karne at luniwa para sa mga lawin, at hinugasan ang bawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (April 1, 3, 4, 5, 10, 11 and 12)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (April 1, 3, 4, 5, 10, 11 and 12)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (April 1, 3, 4, 5, 10, 11 and 12)
- Nag-assist sa City Tourism sa P6 area. (April 1)
- Nag-transfer ng raptor mula sa Clinic at inilipat sa Mini Zoo. (April 3)
- Nag-received ng wildlife feeds at binilang ang bawat piraso ng saging na may total na 1,395 pieces. (April 4)
- Nag-participate sa Bayanihan, nagwalis at nagtabas ng mga halaman sa P6 area, nagwalis sa pathway ng Nature Park at nag-damo sa Reptile House. (April 4, 11)
- Nag-assist sa pagtimbang ng donated wildlife feed (pork) at nagkatay sa Feed House. (April 11)
- Kumuha ng donated na wildlife feed sa Irawan Market, binilang ang bawat piraso ng saging na may total na 1,075 pieces at tinimbang ang sari-saring gulay 17kgs. (April 12)
- Nag-repair ng kulungan ng wildlife animals sa Mini Zoo. (April 4)
- Repair ng kulungan sa Mini Zoo. (April 5)
- Nagwalis sa pathway ng Nature Park. (April 5)
- Nag-repair ng bakod sa Quarantine area. (April 10)

For information and record

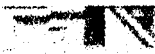
  
MARK JAYSON C. FLORES

Concurred by:

  
Glenn G. Refiong

Noted by:

  
GINA M. VARILLA



MEMORANDUM

FOR : The OIC- Project Manager  
TIIRU : Animal Keeper III  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF APRIL 1-15, 2022  
DATE : April 14, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inspeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (April 2, 3, 6, 10 and 13)
- Naghandala ng mga pagkain (hinugasan ang mga saging at tinadtad ng malit para sa mga ibon, nagbabad ng karne at isda at hiniwa para sa mga lawin, nagbabad ng dog food at hinugasan ang bawat saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (April 2, 3, 6, 10 and 13)
- Nag-transfer ng Agila sa Mini Zoo kasama si Mr. Flores. (April 3)
- Nag-harvest ng papaya sa Breeding area para sa mammals. (April 2)
- Nag-assist sa crocodile holding sa Photo Booth. (April 2, 6 and 13)
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (April 2, 3, 6, 10 and 13)
- Nag-linis sa Reptile House. (April 6)
- Nag-harvest ng niyog at ipinakain sa mga Palawan Bearded pig. (April 3)
- Nag-repair ng bakod sa Quarantine area kasama si Mr. Flores. (April 10)
- Nag-transfer sa Quarantine area ng Serpent Eagle mula sa Clinic kasama si Mr. Flores. (April 10)
- Inilipat ang delivered na banana mula sa entrance area at dinala sa Stock Room at binilang ang bawat piraso na may total na 2,347 pieces. (April 13)
- Nag-participate sa Bayanihan. (April 2)
- Nag-received ng turn-over na 1 head Eagle and 1 head Blue-naped Parrot mula sa PCSDS personnel. (April 2)

For information and record.

  
REXAN O. PABILLARAN

Concurred by:

  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwtec.ardc@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : Animal Keeper II  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
APRIL 1-15, 2022  
DATE : April 16, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (April 1, 6, 7, 8, 14 and 15)
- Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food for avian and mammals (P6, Nature Park, Mini Zoo, Quarantine and Clinic). (April 1, 6, 7, 8, 14 and 15)
- Refilled drinking water of avian and mammals. (April 1, 6, 7, 8, 14 and 15)
- Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (April 1, 6, 7, 8, 14 and 15)
- Brushed and drained left overs and waste of animals at Quarantine area. (April 1, 6, 7, 8, 14 and 15)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (April 1, 6, 7, 8, 14 and 15)

**April 1, 2022**

- Soft released 1 head Monitor Lizard at Nature Park with Mr. Mark Flores.
- Assisted the DOT in shooting of Palawan Hornbill at P6 area.

**April 2, 2022**

- Participated at "BAYANIHAN" by Sweeping and hauled the dry leaves at souvenir area and in front of building 2.

**April 4, 2022**

- Participated at "BAYANIHAN" by sweeping and hauled trimmed branches at P6 area and hatchling house A.

**April 6, 2022**

- Drained and replaced water of 5 cages of turtle at T2 area.
- Conducted monthly inventory of avian, mammals and reptile at Quarantine, P6 area, Clinic and T2 area
- Labelled mortality of 1 head long tailed macaque and 1 head Eurasian kestrel and placed it on the freezer.

April 7, 2022

- Collected mortalities in the freezer for necropsy by Doc Glenn Rebong.
- Received donated 4 kilos of dog food
- Buried mortality of 1 head long tailed macaque and 1 head Eurasian kestrel
- Brought wildlife feeds supply 3 sack of banana and 1 sack of vegetables and placed at feed storage at building 2

April 11, 2022

- Assisted crocodile farming unit in weighing the donated condemned meat.

April 8, 2022

- Weighing and counted wildlife feeds supply of 2,060 pcs of banana, 8 1/2 kilos of squash, 6 1/2 kilos of sweet potato, 6 1/2 kilos of cucumber and 2 bundle of string beans with Mr. Jonathan Corpus
- Drained and replaced water of 3 cages of Burmese Python at Reptile House.

April 14, 2022

- Repaired Blue-naped Parrot enclosure at P6 area.
- Assisted crocodile farming unit to feed crocodile in the breeding area.
- Buried and labelled mortality of 1 head serpent eagle from clinic after necropsy by Doc Glenn

April 15, 2022

- Drained and replaced water 2 cages Burmese Python and 1 cage of Reticulated Python at Reptile House.

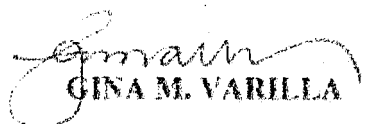
For information and record.

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA



Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrc.nrdc@gmail.com

MEMORANDUM

FOR The OIC- Project Manager  
THRU Animal Keeper III  
FROM Animal Keeper II  
SUBJECT ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 16-30, 2022  
APRIL  
DATE May 2, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (April 16, 17, 18, 22, 23, 24, 25, 29 and 30 )
- Prepared food (washing and dicing banana and papaya) and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped). (April 16, 17, 18, 22, 23, 24, 25, 29 and 30)
- Washed feeding and drinking bowls and refilled drinking water of animals. (April 16, 17, 18, 22, 23, 24, 25, 29 and 30)
- Cleaned the enclosures of animals and leftover foods. (April 16, 17, 18, 22, 23, 24, 25, 29 and 30)
- Assisted guests in carrying juvenile crocodile at Crocodile Holding Activity. (April 16, 24 and 30)
- Swept in front of Souvenir shop, Building 2 and Café Crocs. (April 17 and 24)
- Participated in Bayanihan at Reptile House and P6 area by cleaning, trimming of grass and put some plants in front of Photo Ops. (April 18 and 25)
- Counted the bananas with total of 3, 985 pieces. (April 22)
- Rescued 1 head Reticulated Python at Brgy. Sta. Monica. (April 23)
- Watered plants in front of Elevated Tank (April 24)
- Counted the donated bananas with total of 1, 080 pieces. (April 25)
- Counted 8 sacks of banana with total of 5, 397 pieces. (April 29)

For information and record

JONATHAN A. CORPUZ

Concurred by:

GLENN G. REBONG

Noted by:

GINA M. VARILLA



Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email. pwrec.nrdc@gmail.com

MEMORANDUM

FOR The OIC- Project Manager  
THRU ~~Animal Keeper III- THE VETERINARIAN~~  
FROM Animal Keeper I  
SUBJECT ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF MARCH 16-30, 2022  
APRIL  
DATE May 2, 2022

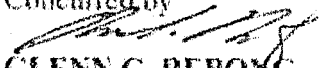
Respectfully submitted are the accomplished tasks from the above-stated period:

- Umikot at nag-inpeksyon ng mga hayop at kanilang mga kulungan sa umaga at hapon (April 16, 17, 20, 23, 27 and 30)
- ~~Naghanda ng mga pagkain (hinugasan ang mga saging at tinadtad ng maliit para sa mga ibon, naghabad ng karne at isda at hiniwa para sa mga lawin, naghabad ng dog food at hinugasan ang bawat saging na may balat para sa mammals) at pinakara ang mga hayop sa iba-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park) (April 16, 17, 20, 27, 27 and 30)~~
- Hinugasan ang inuman at pakainan ng mga hayop at pinalitan ang tubig-inumin. (April 16, 17, 20, 23, 27 and 30)
- Nag-assist sa paghukay ng lupa sa gilid ng Feed House. (April 20)
- Nag-assist sa guests pag-papahold ng crocodile sa Crocodile Holding Activity (April 20, 27 and 30)
- Nag-participate sa Demonstration of Handling of Wildlife Animals in the Wildlife Law Enforcement sa Brgy. Binduyan. (April 26)
- Nag-repair ng kulungan ng Warty pig sa P7 area. (April 30)
- Nag-repair ng kulungan ng Palawan Bearcat sa P7 area kasama si Mr. Salibio (April 20)
- Nag-participate sa Bayanihan sa P6 area. (April 25)

For information and record.

  
REXAN O. PABILLARAN

Concurred by

  
GLENN G. REBONG

Noted by.

  
JINA M. VARILLA





Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrcc nrde@gmail.com

MEMORANDUM

FOR : The OIC- Project Manager  
THRU : ~~Animal Keeper III~~ THE VETERINARIAN  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF APRIL 16-30, 2022  
DATE : April 29, 2022


Respectfully submitted are the accomplished tasks from the above-stated period.

- Umikot at nag-inspekyon ng mga hayop at kanilang mga kulungan sa umaga at hapon. (April 17, 18, 19, 24, 26)
- ~~Nag-handa ng mga pagkain (hinugasan ang mga saging at tinadtad ng malit para sa mga ibon, nagbabad ng karne at hiniwa para sa mga lawin, at hinugasan ang dawal saging na may balat para sa mammals) at pinakain ang mga hayop sa ibat-ibang area (Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park). (April 17, 18, 19, 24, 26)~~
- Hinugasan ang inumin at pakainan ng mga hayop at pinalitan ang tubig-inumin. (April 17, 18, 19, 24, 26)
- Nag-linis sa area ng mga hayop (nilinis ang dumi ng hayop at nag-tabas sa palibot ng kulungan) sa Quarantine, Mini Zoo, P6, P5, Reptile House at Nature Park. (April 17, 18, 19, 24, 26)
- ~~Nag-received ng donation ng 280 preces na bananas. (April 18)~~
- Nag-ayos ng balad sa pathway sa P6 area papunta ng Nature Park. (April 19)
- Nag-assist sa pag-bukay ng libingan ng mga donated condemned chicken na sobrang pagkain para sa mga crocodiles. (April 19)
- Nag-assist sa paglagay ng yero, uling at dayami sa pinaglibingan ng sobrang donated na condemned chicken. (April 26)
- Nag-received ng turned-over na 1 head goshawk mula sa PCSD personnel at nilipat sa Mini Zoo. (April 26)
- Nag-label ng mortality of 1 head snake sa Clinic at inilibing. (April 24)
- Na-participate sa Bayanihan sa Reptile House at nagtabas ng mga damo at nag-trimmed ng mga halaman. (April 18)

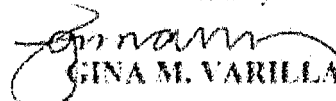
For information and record

  
MARK JAYSON C. FLORES

Concurred by:

  
Glenn G. Rebong

Noted by:

  
GINA M. VARILLA



MEMORANDUM

FOR : The OIC- Project Manager  
THRU : ~~Animal Keeper II~~ VETERINARIAN  
FROM : Animal Keeper I  
SUBJECT : ACCOMPLISHMENT REPORT FOR THE PERIOD  
APRIL 16-30, 2022  
DATE : May 2, 2022

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by counting and inspecting the animals in their enclosures. (April 20, 21, 22, 25, 27, 28 and 29)
- ~~Prepared feeds by washing, weighing and dicing banana, papaya and softened dog food, for avian and mammals. (P6, Nature Park, Mini Zoo, Quarantine and Clinic). (April 20, 21, 22, 25, 27, 28 and 29)~~
- Refilled drinking water of avian and mammals. (April 20, 21, 22, 25, 27, 28 and 29)
- ~~Fed avian and mammals and sanitized drinking bowls and feeding bowls of animals at Quarantine, mammals at Clinic, avian at P6 and Nature Park. (April 20, 21, 22, 25, 27, 28 and 29)~~
- Brushed and drained left overs and waste of animals at Quarantine area. (April 20, 21, 22, 25, 27, 28 and 29)
- Counted wildlife in my responsibility (Avian at Quarantine area, P6, area and Nature Park and Mammals at Quarantine area and Mini Zoo area) and submitted inventory including the turn-over, donation, birth, and mortalities and released animals. (April 1, 6, 7, 8, 14 and 15)

April 18, 2022

- Participated in Bayanihan at trimming over grown grass at Reptile House area.

April 20, 2022

- Assisted Crocodile Farming Unit to prepare the condemned chicken to be fed at the crocodiles at Breeding area.
- ~~Diced condemned chicken to feed the turtles at T2 area.~~
- ~~Received the donated 2 sacks of fruits, vegetables and 5 kilograms of dog food.~~
- Labelled the mortality of 1 head Long-tailed macaque and placed inside the freezer.
- Repaired the perch of Palawan Bearcat's enclosure at Nature Park.
- Assisted Crocodile Farming Unit in feeding crocodiles at Breeding area.

April 21, 2022

- Assisted Crocodile Farming Unit in burying the excess donation of condemned chicken.
- Collected the wildlife mortalities in freezer to be necropsied by Doc. Rehong.
- Buried mortality of 1 head Long-tailed macaque after the necropsy of Doc. Rehong.
- ~~Brought 6 sacks of banana and place in front of Building 2 together with Mr. Paliza.~~

April 22, 2022

- Received wildlife feeds and counted the bananas with total of 1,985 pieces
- Drained the water in 3 enclosures of Burmese Pythons and replaced the water at Reptile House.
- Repaired the Warty pig fence at Nature Park together with Mr. Corpuz.
- Labeled and buried 1 head Palawan Bearcat.

April 25, 2022

- Participated at Bayanihan by trimming over grown grass at P6 area

April 27, 2022

- Together with Mr. Tabang, we cleaned the area where the excess donation of condemned chicken is about to bury
- Received the donated 1 sack of fruits and placed at Quarantine area.

April 28, 2022

- Assisted Doc. Rebong in restraining 1 head Palawan Bearcat at Quarantine for health treatment.
- Dug the ground at Breeding area to bury the excess donation of condemned chicken
- Brought the wildlife feeds at Building 2 with Mr. Paliza.

April 29, 2022

- Fed the turtles at T2 area
- Separated the over ripe bananas and fed to Palawan Bearded pigs and Warty pigs
- Dug at Reptile House to make a small canal.
- Received and counted the wildlife feeds with total of 5,397 pieces of bananas
- Brought the wildlife feeds, 8 sacks of banana and place at feeds storage at Building 2 with Mr. Corpuz.


For information and record.

  
RODOLFO S. SALIBIO JR.

Concurred by:

  
GLENN G. REBONG

Noted by:

  
GINA M. VARILLA

MEMORANDUM

FOR : **The OIC- Project Manager**  
THRU : **Animal Keeper III**  
FROM : **Animal Keeper II**  
SUBJECT : **ACCOMPLISHMENT REPORT FOR THE PERIOD  
OF APRIL 1-15, 2022**  
DATE : **April 17, 2022**

Respectfully submitted are the accomplished tasks from the above-stated period:

- Monitored by inspecting enclosures and animals at Quarantine Area, Mini Zoo, Nature Park and P6 area. (April 2, 3, 4, 8, 9, 10, 11 and 15)
- Prepared food (washing and dicing banana and papaya) and feed avian at Quarantine Area, P6 area and Nature Park twice a day and feed (washed banana with skin, weighed kamote) mammals at Quarantine area, Nature Park, Mini Zoo and feed raptors (by thawing frozen chicken meat, carefully washed and chopped). (April 2, 3, 4, 8, 9, 10, 11 and 15)
- Washed feeding and drinking bowls and refilled water of animals. (April 2, 3, 4, 8, 9, 10, 11 and 15)
- Cleaned the enclosures of animals and leftover foods. (April 2, 3, 4, 8, 9, 10, 11 and 15)
- Participated in Bayanihan by cleaning in front of Souvenir Shop and basketball court. (April 2)
- Planted flowering plant at the entrance area, trimmed plants and plucked weeds at building 2 area. (April 3)
- Counted the delivered bananas and weighed other delivered vegetables. (April 8)
- Cleaned and plucked weeds in front of Café Croes building and disposed garbage. (April 10)
- Swept around Elevated Tank. (April 10)
- Participated in Bayanihan by cleaning at P6 area, Reptile House, Nature Park and Turtle Pond. (April 11)
- Assisted in feeding crocodiles at T2 and P71 (April 11 and 15)
- Picked up the donated pig from the slaughter. (April 15)
- Cleaned at Feed House. (April 15)
- Assisted in cleaning at HIB and refilled water in crocodile tanks. (April 15)

For information and record.

**JONATHAN A. CORPUZ**

Concurred by:

**GLENN G. REBONG**

Noted by:

**GINA M. VARILLA**

<b>SUMMARY OF ACTUAL DELIVERY FOR CROCODILE FEEDS FOR THE MONTH OF JULY 2021</b>					
<b>DATE</b>	<b>QUANTITY/kg</b>	<b>FEEDS</b>	<b>UNIT COST</b>	<b>AMOUNT</b>	<b>SUPPLIER</b>
7/1/2021	378	condemned chicken	40.00	15,120	EGAY MEAT SHOP
7/1/2021	58	Condemned pork	40.00	2,320.00	NILO CUYOS
7/7/2021	30	Condemned goat	40.00	1,200.00	BONG BAGUYO
7/10/2021	378	condemned chicken	40.00	15,120.00	EGAY MEAT SHOP
7/17/2021	356	condemned chicken	40.00	14,240.00	EGAY MEAT SHOP
7/24/2021	343	condemned chicken	40.00	13,720.00	EGAY MEAT SHOP
7/31/2021	273	condemned chicken	40.00	10,920.00	EGAY MEAT SHOP

<b>SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF JULY 2021</b>					
<b>DATE</b>	<b>QUANTITY/kg</b>	<b>FEEDS</b>	<b>UNIT COST</b>	<b>AMOUNT</b>	<b>DONATED BY:</b>
7/29/2021	46	meat	DONATION	DONATION	DING'S FARM

**TOTAL DELIVERIES FOR THE MONTH OF JULY 2021 = 1,862KGS**

SUMMARY OF ACTUAL DELIVERY FOR CROCODILE FEEDS FOR THE MONTH OF SEPTEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	SUPPLIER
9/1/2021	58	condemned pork meat	40.00	2,320	NILO CUYOS
9/14/2021	65	condemned pork meat	40.00	2,600	NILO CUYOS
9/15/2021	200	Fish balo	120.00	24,000.00	BR & BIBOY VARIETY STORE
9/17/2021	344	Fish balo	120.00	41,280.00	BR & BIBOY VARIETY STORE

SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF SEPTEMBER 2021					
DATE	QUANTITY/kg	FEEDS	UNIT COST	AMOUNT	DONATED BY:
9/17/2021	142	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
9/21/2021	261	Condemned chicken meat	DONATION	DONATION	MAGNOLIA
9/21/2021	83	condemned goat meat	DONATION	DONATION	DEPARTMENT OF AGRICULTURE
9/26/2021	83	condemned pork meat	DONATION	DONATION	CITY SLAUGHTER HOUSE
9/27/2021	383	Condemned chicken meat	DONATION	DONATION	SWIFT FARM

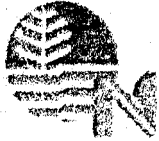
**TOTAL DELIVERIES FOR THE MONTH OF SEPTEMBER 2021 = 1,619KGS**

PREPARED BY: PRINCESS *[Signature]*  
 MAWEN BACANI

<b>SUMMARY OF CROCODILE FEEDS DELIVERY FOR THE OF AUGUST 2021</b>					
<b>DATE</b>	<b>QUANTITY/kg</b>	<b>FEEDS</b>	<b>UNIT COST</b>	<b>AMOUNT</b>	<b>SUPPLIER</b>
8/6/2021	166	condemned chicken	40.00	6,640	EGAY MEAT SHOP
8/7/2021	490	condemned chicken	30.00	14,700.00	BR & BIBOY VARIETY STORE
8/14/2021	460	condemned chicken	30.00	13,800.00	BR & BIBOY VARIETY STORE
8/21/2021	317	condemned chicken	30.00	9,510.00	BR & BIBOY VARIETY STORE

<b>SUMMARY OF DONATION FOR CROCODILE FEEDS FOR THE MONTH OF AUGUST 2021</b>
<b>NO DONATION</b>

<b>TOTAL DELIVERIES FOR THE MONTH OF AUGUST 2021 = 1,433KGS</b>
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Department of Environment and Natural Resources  
Natural Resources Development Corporation  
Palawan Wildlife Rescue and Conservation Center  
Brgy. Irawan, Puerto Princesa City, Palawan  
Email: pwrcc.nrdc@gmail.com

Annex E

MEMORANDUM

FOR : The OIC-Project Manager  
FROM : The Personnel and Supply Officer I  
SUBJECT : SUMMARY REPORT OF ACTUAL DELIVERIES AND DONATION OF CROCODILE FEEDS FOR THE PERIOD JANUARY-JULY 2022.

DATE : August 5, 2022

Respectfully submitted herewith the summary report of actual deliveries and donation of Crocodile Feeds for the above stated period.

ACTUAL CROCODILE FEEDS DELIVERED FOR JANUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
1/27/2022	124.0 KGS	FRESH FISH	P120.00	P14,880.00	BR & BIRDY VARIETY STORE

ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR JANUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
1/4/2022	185.0 KGS	CONDEMNED CARABEEF			MS. JACKIE
1/9/2022	65.0 KGS	CONDEMNED PORK			EPC SLAUGHTER HOUSE
1/17/2022	143.0 KGS	CONDEMNED CARABEEF			MR. ALMADIN
1/19/2022	673.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
1/25/2022	50.0 KGS	CONDEMNED CHICKEN			MAGNOLIA

TOTAL FOR THE MONTH OF JANUARY	
124.0 KGS	FRESH FISH
328.0 KGS	CONDEMNED CARABEEF
65.0 KGS	CONDEMNED PORK
723.0 KGS	CONDEMNED CHICKEN
1,240.0 KGS	

ACTUAL CROCODILE FEEDS DELIVERED FOR FEBRUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
2/16/2022	490.0 KGS	FRESH FISH	P120.00	P58,800.00	BR & BIRDY VARIETY STORE

ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR FEBRUARY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
2/2/2022	48.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
2/7/2022	98.0 KGS	CONDEMNED CHICKEN			TWMC-BMEG
2/16/2022	61.0 KGS	CONDEMNED CHICKEN			MAGNOLIA



TOTAL FOR THE MONTH OF FEBRUARY	
490.0 KGS	FRESH FISH
207.0 KGS	CONDEMNED CHICKEN
	697.0 KGS

ACTUAL CROCODILE FEEDS DELIVERED FOR MARCH 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
NO QUALIFIED BIDDER YET ACCORDING TO PENKO BAC SECRETARIAT (RR & BIBOY VARIETY STORE IS NOT A QUALIFIED BIDDER HAVING NO PLATINUM PHILGEPS REGISTRATION)					

ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR MARCH 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
3/1/2022	161.0 KGS	CONDEMNED PORK			MR TOWER FAMILY
3/12/2022	22.1 KGS	FRESH CHICKEN MEAT (FOR HHA)	P143.00	P3,160.00	GMV
3/16/2022	55.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
3/19/2022	202.0 KGS	CONDEMNED CARABEEF			PPC SLAUGHTER HOUSE
3/24/2022	75.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
3/26/2022	83.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE

TOTAL FOR THE MONTH OF MARCH	
22.1 KGS	FRESH CHICKEN MEAT
202.0 KGS	CONDEMNED CARABEEF
574.0 KGS	CONDEMNED PORK
	598.1 KGS

ACTUAL CROCODILE FEEDS DELIVERED FOR APRIL 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
4/7/2022	335.0 KGS	FRESH FISH	P135.00	P45,225.00	HAP-HAP AGRICULTURAL TRADING

ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR APRIL 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
4/1/2022	37.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
4/11/2022	200.0 KGS	CONDEMNED PORK			MR BARONE
4/13/2022	2,449.0 KGS	CONDEMNED CHICKEN			MS. ENRIQUEZ
4/15/2022	62.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
4/19/2022	3,781.96	CONDEMNED CHICKEN			PPC SLAUGHTER HOUSE

TOTAL FOR THE MONTH OF APRIL	
335.0 KGS	FRESH FISH
262.0 KGS	CONDEMNED PORK
6,268.76 KGS	CONDEMNED CHICKEN
	6,865.76 KGS

**ACTUAL CROCODILE FEEDS DELIVERED FOR MAY 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
NO QUALIFIED BIDDER YET ACCORDING TO PENRO BAC SECRETARIAT (HAP-HAP AGRICULTURAL TRADING IS NOT A QUALIFIED BIDDER HAVING NO PLATINUM PHILGEPIS REGISTRATION)					

**ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR MAY 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
5/13/2022	110.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
5/16/2022	70.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
5/18/2022	160.4 KGS	CONDEMNED CHICKEN			MAGNOLIA
5/18/2022	125.0 KGS	FROZEN FISH			FISH PORT
5/19/2022	195.0 KGS	FROZEN FISH			FISH PORT
5/30/2022	386.0 KGS	CONDEMNED CHICKEN			PPC SLAUGHTER HOUSE

**TOTAL FOR THE MONTH OF MAY**

320 KGS	FROZEN FISH
727.3 KGS	CONDEMNED CHICKEN
<b>1047.30 KGS</b>	

**ACTUAL CROCODILE FEEDS DELIVERED FOR JUNE 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
6/27/2022	300.0 KGS	FRESH FISH	P160.00	P48,000.00	HAP-HAP AGRICULTURAL TRADING

**ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR JUNE 2022**

DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
6/3/2022	316.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
6/11/2022	419.0 KGS	CONDEMNED CHICKEN			RENTEC INC.
6/13/2022	2,586.0 KGS	CONDEMNED CHICKEN			RENTEC INC.
6/14/2022	65.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
6/17/2022	1,100.0 KGS	FROZEN HOTDOGS			PPC SLAUGHTER HOUSE
6/23/2022	10.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
6/28/2022	65.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE

**TOTAL FOR THE MONTH OF JUNE**

300.0 KGS	FRESH FISH
464.0 KGS	CONDEMNED PORK
3,005.0 KGS	CONDEMNED CHICKEN
1,100.0 KGS	FROZEN HOTDOGS
<b>4,869.0 KGS</b>	

ACTUAL CROCODILE FEEDS DELIVERED FOR JULY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
7/25/2022	320.0 KGS	FRESH FISH	P160.00	P51,200.00	HAP-HAP AGRICULTURAL TRAINING

ACTUAL CROCODILE FEEDS DONATION RECEIVED FOR JULY 2022					
DATE	QUANTITY	FEEDS	UNIT COST	AMOUNT	SUPPLIER
7/11/2022	190.0 KGS	CONDEMNED CHICKEN			MAGNOLIA
7/5/2022	73.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
7/6/2022	84.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
7/12/2022	88.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE
7/13/2022	204.6 KGS	ASSORTED CONDEMNED MEAT			PPC SLAUGHTER HOUSE
7/25/2022	70.0 KGS	CONDEMNED PORK			PPC SLAUGHTER HOUSE

TOTAL FOR THE MONTH OF JUNE	
320.0 KGS	FRESH FISH
315.0 KGS	CONDEMNED PORK
190.0 KGS	CONDEMNED CHICKEN
204.6 KGS	ASSORTED CONDEMNED MEAT
	1029.6 KGS

Prepared by:

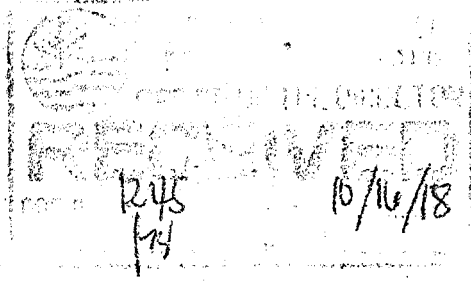
  
ALJEAN MAE P. PAZ

Noted by:

  
GINA M. VARILLA



Republic of the Philippines  
 Department of Environment and Natural Resources  
 Biodiversity Management Bureau  
**PALAWAN WILDLIFE RESCUE AND CONSERVATION CENTER**  
 Irawan, Puerto Princesa City  
 E-mail: [pwrcc.pawb@dnr.gov.ph](mailto:pwrcc.pawb@dnr.gov.ph)



**MEMORANDUM**

**FOR :** The Project Director  
**FROM :** The Chief Technical Section  
**DATE :** October 16, 2018  
**SUBJECT :** Feeds and feeding husbandry management of Crocodiles at PWRCC

Range of body measurements that determine the classification of crocodiles

Class	<i>C. mindorensis</i>		<i>C. porosus</i>		Estimate Age (yr.)
	BW* (kg)	TL** (cm)	BW (kg)	TL (cm)	
Hatchling	0.04-0.55	40-65	0.04-0.55	40-65	< 1.5
Juvenile	0.55-8	65-120	0.55-10	65-150	1.5-4.5
Sub-adult	8-30.5	120-190	10-70.5	150-270	4.5-7
Breeder	>30.5	>190	>70.5	>270	>7

\*BW=body weight \*\*TL=total length

Feeds and feeding of each size classification of crocodile

Class	Feed	Frequency (per week)	Allocation (%BW/feeding)	Supplementation (%oyster shell/vit.)
Hatchling	Meat and Fish	3 to 4 times	5 to 10%	3 to 5%
Juvenile	Meat and Fish	2 to 3 times	3 to 5%	2 to 3%
Sub-adult	Meat and Fish	2 to 3 times	2 to 3%	2 to 3%
Breeder	Meat and Fish	1 to 2 times	1 to 2%	2 to 3%

Presentation of food is very important. By this, however, we do not refer to aesthetics but rather, to its size and form. Since 1 year crocodile cannot manipulate nor swallow large particles of food, it is important to give them ground food or chopped food. For 2-3 year old crocodile, feed should be chopped. For 2 year old crocodile, chopped food should be about 1x2 inches and for 3 year old, 2x3 inches. This will also allow efficient mixing of supplements. Large sharp bones in the food must be removed to prevent injury to the stomach of hatchlings and juveniles except to the large or sub-adult and breeder size.

Feed allotment is equivalent to five to 5-10% of the body weight per feeding depending on the feed type. More complex feeds such as pork, beef and carabeef may be given at 5 % on the total

body weight. Chicken and fish may follow a higher range. When feeding fish supply must also be fresh to prevent thiamine deficiency. Feeding frequency is 3 to 4 times a week for one-year old crocodiles and 2 to 3 times a week for 2 to 3-year old crocodiles and 1 or 2 times a week for adult or breeder sizes of crocodiles.

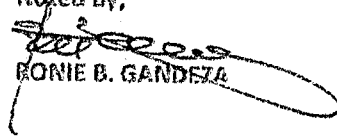
To avoid wastage of feeds, take noting of the amount of feed given to the crocodiles and the amount of left over. Feed consumption of crocodiles should be recorded in the prescribed form for monitoring purposes to determine when to increase or decrease feed allocation. Feeding should be done in the afternoon because crocodiles eat more during this time of day. When feeding, spread the feeds in three or four different places to allow all crocodiles to have an equal chance of feeding. In addition, planks of wood should be used as feeding boards. These boards must be washed after every use. Leftover should be removed and buried the following morning to avoid the possibility of introducing diseases.

These kind of feeding management husbandry practices was also adopted the good management idea of other crocodile farms in abroad by the Palawan Wildlife Rescue and Conservation Center (PWRCC) formerly Crocodile Farming Institute (CFI).

Prepared by;

  
SALVADOR L. GUION

Noted by;

  
RONIE B. GANDEZA

Department of Environment and Natural Resources  
**Natural Resources Development Corporation**  
 9<sup>th</sup> Flr. DENR by the Bay Bldg., 1515 Roxas Blvd., Ermita, Manila  
 Tel. No. 8521-9421 / 8521-9455  
 Website: <http://nrdc.denr.gov.ph> Email: [records.nrdc@gmail.com](mailto:records.nrdc@gmail.com)



**HIGHLIGHTS OF THE PWRCC OPERATIONS AND MANAGEMENT MEETING**  
 18 August 2022; 2:30-3:30PM  
 (Zoom Videoconferencing)

**I. Highlights and Agreements:**

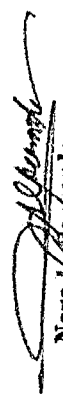
No.	Agenda	Agreement/Highlights	Responsible Office	Deadline
1	Way Forward re: PWRCC Operations	<ul style="list-style-type: none"> <li>• A Fact-Finding Team will be created composed of representatives from NRDC, DENR-MIMAROPA and BMB;</li> <li>• The findings and recommendations of the Team shall be the basis of the complete staff work (CSW) and appropriate actions which will be forwarded to the Office of the Supervising Undersecretary for NRDC;</li> <li>• The conduct of the activity shall be scheduled in concurrence with the Team;</li> <li>• The Team shall also include as recommendation, personnel from DENR-MIMAROPA as Project Manager, and</li> <li>• The highlights of the meeting, official reply from the Project Manager and tentative schedule shall be submitted by NRDC.</li> </ul>	NRDC, BMB and DENR-MIMAROPA  NRDC	To be determined after the meeting and copy of Memo from the PWRCC Project Manager
2	FTWG Agreements on the draft DAO	<ul style="list-style-type: none"> <li>• BMB will inquire further with DENR Policy and Planning Division regarding the different policy analysis tools for crafting the proposed DAO (e.g. Cost Benefit Analysis/Comparative Analysis);</li> <li>• The proposed DAO may be included as part of the activity of the Fact-Finding Team;</li> <li>• As suggested by NRDC, information and other data may be collated to complete the CSW of the draft DAO.</li> </ul>	NRDC, BMB and DENR-MIMAROPA	Position of the concerned offices shall be determined after the conduct of activities of the Fact-Finding Team

No.	Agenda	Agreement/Highlights	Responsible Office	Deadline
3	<p>Updates on the CY 2022 Work and Financial Plan (WFP)</p>	<ul style="list-style-type: none"> <li>The January-June 2022 budget was already approved by BMB pending signature of DENR-MIMAROPA. While the July-December 2022 budget was approved by DENR-MIMAROPA for signature of BMB;</li> <li>The comments and approval of the MOA will be taken up by the Team in consideration of the present management and operations of the PWRCC;</li> <li>Utilization of the 2021 approved budget will be allocated and charged for food supplies;</li> <li>The new process of downloading the budget will be verified and coordinated with DENR-MIMAROPA; and</li> <li>The approval and signature of the Crocodile Sales and Farming Agreement will be recommended by the Supervising Undersecretary for NRDC to the Office of the Secretary.</li> </ul>	<p>BMB and DENR MIMAROPA</p> <p>NRDC, BMB and DENR-MIMAROPA</p> <p>NRDC, BMB and DENR-MIMAROPA</p> <p>NRDC</p>	<p>Subject to verification/coordination</p>
4	<p>Other Matters</p>	<ul style="list-style-type: none"> <li>The schedule and work arrangement of personnel in the PWRCC shall be adjusted once the WFP is approved; and</li> <li>The BMB will look into the request of the PWRCC Project Manager for realignment/modification of the GAA approved 2021 funds/budget.</li> </ul>		


**II. Attendance:**

*Please refer to Annex I for the attendance of this meeting.*

Prepared by:

  
**Nora V. Geriardo**  
 Project Development Officer III

Approved by:

  
**Lily Kiana S. Garcia**  
 OIC, Operations Division

Attendance

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