



MEMORANDUM

TO : All Regional Executive Directors
FROM : The Undersecretary for Policy, Planning and International Affairs

The Undersecretary for Field Operations - Luzon, Visayas and Supervising Undersecretary for Mines and Geosciences Bureau (MGB) - Luzon and Visayas Environmental Management Bureau (EMB) - Luzon and Visayas

The Undersecretary for Field Operations-Mindanao and Supervising Undersecretary for MGB - Mindanao EMB - Mindanao

SUBJECT : **ADVISORY ON THE SUBMISSION OF ENHANCED NATIONAL GREENING PROGRAM (ENGP) REPORTS AND DATABASES**

DATE : JUN 24 2024

This pertains to the submission of reports on the different activities in the implementation of the Enhanced National Greening Program (ENGP). The DENR, through the respective Undersecretaries for Field Operations, Policy, Planning, and International Affairs, and the Forest Management Bureau (FMB), is monitoring the progress of the ENGP activities through the submission of reports using different templates that satisfy the data needs regarding the Program.

In this regard, please be advised and guided by the following:

1. The cutoff date for the submission of monthly/quarterly/semestral accomplishments and memorandum endorsements with the summarized progress/status reports of the Regional Office should not be later than the 5th day of the ensuing month or the 5th day of the ensuing month of the succeeding quarter/semester, except for activities with specified deadlines, as detailed in Annex A, Table 1. Annex B provides the suggested formats for monthly, quarterly, and/or semestral Memorandum endorsement with summarized progress/status reports.
2. The National Greening Program Coordinating Office (NGPCO) shall provide a Google Drive folder for respective Regions containing subfolders for each type of activity/report/database. In order to reduce expenses on the use of paper, printing, and courier services, the usual submission of print-out supporting reports/details of the report by the Regional Office to the FMB need not be printed, but rather in the form of an electronic copy (PDF files) through the provided Google Drive. The sample format for Google Drive can be accessed through this link: https://bit.ly/ENGPreports_2024. The PENROs and CENROs shall/may create their own Google Drive folder using the format provided.

Likewise, the usual submission print-out of supporting reports/databases by the PENROs to the Regional Office and CENROs to the PENROs need not be printed but rather in the form of an electronic copy (PDF files) in their specific Google Drive. However, printed copies of these documents must be made readily available by the PENROs and CENROs upon request from the Regional Office or as circumstances require.

3. The Regional Office shall also upload and store all consolidated data using the prescribed template for each activity/report (in Google Spreadsheet) in the provided Google Drive. You may access the prescribed templates for each activity or supporting report/database through this link: https://bit.ly/ENGP_dbase_tmpl8.

The consolidated data and supporting reports/details uploaded by the Region will serve as means of verification (MOV) documents for the memorandum endorsement, along with the summarized progress/status reports to be submitted to the FMB.

Regional Offices and PENROs without sufficient storage are also advised to avail premium Google subscriptions, charged to the respective Project Management and Supervision (PMS) budgets of the offices under ENGP.

4. For GAA funded Regular Activities, its Monthly and Quarterly memorandum endorsement with summarized progress/status reports supported with electronic files (in Google Spreadsheet and PDF files) in the provided Google Drive shall be printed and officially endorsed by the Regional Executive Director (RED). The memorandum endorsement shall be addressed to the Director of the Forest Management Bureau copy furnished the Undersecretary for Planning, Policy and International Affairs and Undersecretary for Field Operations concerned. The coverage of the accomplishments and summarized progress/status reports shall be up to the last working day of the month, quarter, and/or semester.

The scanned signed Memorandum endorsement with summarized progress/status report shall also be sent via email at frcd.rfs@fmb.denr.gov.ph and uploaded to the provided Google Drive.

The Regional Office shall ensure that the reports or figures submitted to the DENR Policy and Planning Service are consistent with the ones submitted to the FMB.

5. Progress Reports on Other Activities shall be updated and officially endorsed on a quarterly or semestral basis.

6. Access to each sheet of the Regional Quarterly Progress Report will be restricted to specific email addresses. Therefore, the Regional Offices, PENROs, and CENROs shall provide one (1) specific email address each to access the respective sheets, as assigned by the NGPCO focal.
7. Tree replacement reports, whether such are being prepared by the Permitting Section or NGP Unit, shall be included as part of the NGP report as this supports NGP activities.
8. The monthly progress report on the conduct of the Site Inventory and Assessment of NGP Graduated Sites by Third-Party Evaluators shall be updated through email and uploaded to the designated Google Drive. As such, electronic files of accomplishment reports based on the third-party's deliverables, including attachments, must be packaged as a single report and submitted to the Director FMB via a memorandum endorsed by the RED for review and consolidation.

The final report shall be submitted in a printed copy with the attachments as Google Drive Links as annexes. The Google Drive link shall also include the PDF copy of the Final Report submitted.

Likewise, reports on Summary Results of All Contracts on Survival Rate and all Shapefile Related Data with the electronic or google drive link shall be separately endorsed by the RED to FMB based on the frequency of submission prescribed in Annex A Table 1.

9. Report on the conduct of validation for the release of retention fee for those graduated NGP sites that were not yet subjected for validation after the contract period shall likewise be submitted separately once completed, including its attachments in electronic form, through a memorandum endorsed by the RED.
10. Ensure that the figures with supporting/details of each progress report have been encoded per prescribed template before filling-up the summary report under Monthly/Quarterly/Semestral Report encoding Template for the reports to be consistent.
11. The Regional Office shall send an email to FMB using the email address frcd.rfrs@fmb.denr.gov.ph copy furnished the NGPCO focal, informing that the supporting reports and details for each reported activity have been uploaded to the designated Google Drive, and that the Monthly and/or Quarterly/Semestral Progress Report has been updated accordingly.

Attached are the following annexes for reference and further guidance:

- a) ANNEX A. Table 1: Means of submission, content and frequency of reporting (Means of submission, content, and frequency of reporting)
- b) ANNEX B. Suggested format of Monthly/Quarterly/Semestral Report. Summary of Status of Accomplishment Funded under the GAA Regular. This sample tabular data/report shall be included as the main content of the Memo endorsement of the Region. (<https://bit.ly/AnnexB-SuggestedformatofMonthlyQuarterlySemestralReport>)

The FMB shall monitor and review the submitted reports based on the emailed and uploaded files in Google Drive .

FOR YOUR GUIDANCE AND COMPLIANCE.


ATTY. JONAS R. LEONES, CESO I


ATTY JUAN MIGUEL T. CUNA, CESO I


JOSELIN MARCUS E. FRAGADA, CESO III

ANNEX A

TABLE 1: MEANS OF SUBMISSION, CONTENT AND FREQUENCY OF REPORTING FOR REGIONAL REPORTING

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
1. Maintenance and Protection Report (Yr 1, 2, 3)	Area Maintained and Protected (ha) Activities undertaken	MONTHLY UPDATING OF ACCOMPLISHMENT/ PROGRESS	MONTHLY/QUARTERLY/SEMESTRAL SUBMISSION
2. Seedling Production, Plantation Establishment and Seedlings Planted Report (Regular and COBF)	Seedlings produced (no.) in plantable size Area planted (ha) Seedlings planted (no.)	Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)	<i>MOV:</i> Printed and officially endorsed Memorandum Endorsement by the RED with the summarized progress/status reports (Annex B and B.1 only)
3. Seedlings produced and distributed from DENR Field Nurseries	Seedlings produced (no) Seedlings distributed (no)	Electronic copy (in Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template	<i>Deadline:</i> 5th of the ensuing month of the succeeding quarter
4. Seedlings produced and distributed from MMFN	Seedlings produced (no) Seedlings distributed (no)	Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive	
5. Seedlings produced from Clonal Nurseries	Seedlings produced (no) Seedlings distributed (no)	Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive	
6. Summary Report of NGP Sites within ELCAC Barangays	Area Planted within ELCAC No. of Seedlings Planted Amount allocated and disbursed	Deadline: 5th of the ensuing month	

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
7. Seeds collected and distributed from SPAs/IPTs	Volume of seeds collected, stored and distributed IPTs - no. of IPTs maintained SPA - No. of SPAs maintained	MONTHLY UPDATING OF ACCOMPLISHMENT/ PROGRESS MOV:	MONTHLY/QUARTERLY/SEMESTRAL SUBMISSION MOV:
8. Tree Replacement Report	TRP issued and tree replacement seedlings delivered (no) Seedlings distributed and/or planted (no)	Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)	Printed and officially endorsed Memorandum Endorsement by the RED with the summarized progress/status reports (Annex B and B.1 only)
9. Report on Forest Disturbances within NGP sites and updates on action taken	No. of NGP Sites with Forest disturbances (e.g, Forest Fire, Typhoon) Area affected (ha) Actions taken	Electronic copy (In Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive Deadline: 5th of the ensuing month	Deadline: 5th of the ensuing month of the succeeding quarter

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
10. Progress of 3rd Party Assessment and Inventory of NGP Graduated Sites	No. and area of Contracts inventoried and assessed No. and area of Plots inventoried No. KII respondents Updates on CIP to LI	<p>MONTHLY UPDATING OF ACCOMPLISHMENT/ PROGRESS</p> <p>MOV: Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)</p> <p>Electronic copy (In Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template</p> <p>Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive</p> <p>Deadline: 6th of the ensuing month</p>	<p>SUBMISSION OF CONSOLIDATED DELIVERABLES</p> <p>Deliverables shall be submitted through official memorandum with the electronic copies of the 3rd-Party Reports and its attachments if available</p> <p>MOV: Memorandum endorsement, consolidated result and electronic copies of data gathering</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
11. Results of the 3rd Party Assessment and Inventory of NGP Graduated Sites	No. and area of Contracts inventoried and assessed No. and area of Plots inventoried No. KII respondents Updates on CIP to LI	1st Deliverable: - As soon as the 3rd Party Submits those package report. The same be resubmitted to the NGPCO and the Review Committee 2nd Deliverable: - As soon as the 3rd Party Submits those package report. The same be resubmitted to the NGPCO and the Review Committee Final Report: - As soon as the 3rd Party Submits those package report. The same be resubmitted to the NGPCO and the Review Committee	SUBMISSION OF CONSOLIDATED DELIVERABLES Deliverables shall be submitted through official memorandum with the electronic copies of the 3rd-Party Reports and its attachments if available MOV: Memorandum endorsement, consolidated result and electronic copies for each deliverable

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
12. Site Assessment/SMP (Progress Report)	Area Surveyed, mapped and planned (ha) with list of appropriate species to be planted	<p>MONTHLY UPDATING OF ACCOMPLISHMENT/ PROGRESS</p> <p>MOV: Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)</p> <p>Electronic copy of shapefiles with complete attributes per latest prescribed template</p> <p>Deadline: 5th of the ensuing month of the succeeding quarter</p>	<p>ANNUAL SUBMISSION</p> <p>MOV: Officially endorsed memorandum and Electronic copy with attached shapefiles with complete attributes per latest prescribed template including orthomosaic drone images, and package report.</p> <p>Deadline: As targeted in the Region's WFP</p> <p>On or before 31st of May</p>
13. Means of Verification for the Regional OPCR	<p>- Plantation Establishment: Area planted (ha)</p> <p>- Maintenance and Protection: area maintained and protected (ha)</p>	<p>QUARTERLY SUBMISSION</p> <p>MOV: Request for Inspection, Disbursement Vouchers, IAC report, ORS, LOA with WFPs, Maps, geotagged pictures. Submitted through email or google drive</p> <p>Deadline: 5th of the ensuing month of the succeeding quarter</p>	

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
14. LOA (Yr 1 CSD) Database	LOAs approved (no.) Sites targeted (no.) Area contracted (ha) Amount contracted (Php)	SEMESTRAL SUBMISSION <i>MOV:</i> Electronic copy (in Google spreadsheet) of completely filled-out database using the prescribed template (as per Memorandum dated June 6, 2023) <i>Deadline:</i> (1st updating for the 1st Sem) 1st week of May (2nd Sem) 15th of December

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
15. Hiring of Extension Officers, Financial Analysts, and Data Management Officers	Personnel Hired (no.)	<p>SEMESTRAL SUBMISSION</p> <p>MOV: Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)</p> <p>Electronic copy (in Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template</p> <p>Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive</p> <p><i>Deadline:</i> (1st Sem) 5th of July</p> <p>(2nd Sem) Last working day of December</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
16. NGP Sites with Harvests	No. of NGP sites with Harvest Estimated Volume of harvest per commodity based on the area planted Estimated Income (Php)	<p>SEMESTRAL SUBMISSION</p> <p>MOV: Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)</p> <p>Electronic copy (in Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template</p> <p>Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive</p> <p><i>Deadline:</i> (1st Sem) 5th of July</p> <p>(2nd Sem) Last working day of December</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
17. <i>Survival Rates</i>		
a) <i>SR of the established plantations for the current year based on IAC</i>	No. of surviving seedlings planted for the year	<p>One time report submission to be officially endorsed by the RED memorandum with the attached summary indicating results of each contracted area that was inventoried.</p> <p>Deadline: Last working day of the year</p> <p>File Type: Excel File Printed out Summary result</p> <p>MOV: Hard copy the summary results indicating the average SR and electronic copy of the database using the prescribed template</p>
b) <i>SR for Graduated/Completed NGP Sites (3-yr old plantations (2021) and those contracts proposed for validation for retention for the year)</i>	No. of surviving seedlings planted after the 3-year implementation	<p>One time report to be submitted within the first semester</p> <p>MOV: Hard copy the summary results indicating the survival rate per contract and electronic copy of detailed results for each inventoried contracted area and summary report of the IAC and printed out Summary result</p> <p>Submission: Between 1st week of April to 5th of July</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
<p>18. Shapefiles</p> <p>a) <i>Plantation establishment (Actual area planted)</i></p>	<p><i>Area established complete with the required attributes based on the validation and resurvey conducted by the validating team</i></p>	<p>ONE TIME SUBMISSION</p> <p><i>Means:</i> To be officially endorsed by the RED and furnished through email or uploaded via google drive</p> <p><i>Deadline:</i> Once the target areas have planted or before 15th of December regardless on the actual area planted</p> <p><i>File Type:</i> shapefiles</p> <p><i>MOV:</i> b = Actual maps of sites planted for the current year with complete attribute table (shapefiles)</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
<p><i>b) Rectified and updated shapefiles from 2011 up to the present (NGP established plantations overlapping other plantations, delisted, with errors in projection, errors in labeling, unaccounted area based on the reported accomplishments, lacking info following the FSD etc.)</i></p>	<p><i>Rectified or updated shapefiles from 2011 to present of previously established NGP sites</i></p>	<p>AS PER OFFICIAL REQUEST OF FMB</p> <p><i>Means:</i> To be officially endorsed by the RED and furnished through email or uploaded via google drive</p> <p><i>Deadline:</i> As the need arises upon review of the shapefiles</p> <p><i>File Type:</i> Updated/rectified shapefiles</p> <p><i>MOV:</i> b = Actual maps of sites planted for the current year with complete attribute table (shapefiles)</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
19. Report/ Documentation of Monitoring of DENR Officials	No. of NGP Sites visited Issues and Concerns gathered Actions taken	<p>SEMESTRAL UPDATING</p> <p>MOV: Updated Quarterly Progress Report (must be reviewed by the PENRO and Regional Office)</p> <p>Electronic copy (in Google Spreadsheet) through email and to be uploaded in the designated google drive of the Region for Reports/Databases using the prescribed template</p> <p>Scanned file (in PDF) of the submitted MOV for the activity (no need to be endorsed by the RED) to be uploaded in the designated Google Drive</p> <p><i>Deadline:</i> 5th of the ensuing month of the succeeding quarter</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
20. Geotagged Photos Uploading	Geotagged photos submitted (no)	<p>QUARTERLY UPDATING</p> <p><i>MOV:</i> Electronic copy of report/database using the prescribed format Through email or google drive</p> <p><i>Deadline:</i> 5th of the ensuing month of the succeeding quarter</p>	<p>SEMESTRAL SUBMISSION</p> <p><i>Means:MOV:</i> Raw, unaltered and unfiltered before and after photos of sites maintained; Photos must be from 2011 and beyond but not 100% of the sites Through email or google drive</p> <p><i>Deadline:</i> (1st Sem) - 5th of May (2nd Sem) - 5th of August</p>
21. NGP Sites adopted by other Partners	No. and area of NGP sites Adopted	5th of the ensuing month of the succeeding quarter	

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
<p>22. Other Reforestation Initiatives</p> <p>a) Tree Planting Activities (short term)</p>	<ul style="list-style-type: none"> - Area reforested and rehabilitated (ha) - No. of seedlings planted - Shapefiles 	<p>ONE TIME SUBMISSION</p> <p>MOV: <i>Memorandum endorsement with summary info</i> <i>List of tree planting activities using the prescribed template</i> Officially endorsed print out of memorandum Uploading to designated Google Drive folder</p> <p><i>Deadline:</i> Before 15th December</p>
<p>b) Private Sector Initiatives (long-term)</p> <p>c) Mining Rehabilitation</p> <p>d) ECC compliance</p> <p>e) DPWH</p> <p>f) DOTr</p> <p>g) PPA & LTFRB</p> <p>h) PRA</p> <p>i) TCP compliance</p>	<ul style="list-style-type: none"> - Area reforested and rehabilitated (ha) - No. of seedlings planted - Shapefiles 	<p>ONE TIME SUBMISSION</p> <p>MOV: <i>Memorandum endorsement with summary info</i> <i>List of tree planting activities using the prescribed template</i> Officially endorsed print out of memorandum Uploading to designated Google Drive folder</p> <p><i>Deadline:</i> 15th of December</p>

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs	
23. Community-Based Employment Program (CBEP)	Jobs generated (no) Persons employed (sex-disaggregated) (no) Persons involved per reforestation activity (sex-disaggregated) (no)	<p>MONTHLY UPDATING</p> <p>MOV: Electronic copy using the revised template with Monthly status of activities undertaken of each individual Through email or google drive</p> <p>Deadline: 5th of the ensuing month</p>	<p>QUARTERLY SUBMISSION</p> <p>MOV: Electronic copy using the revised template with Monthly status of activities undertaken of each individual Officially endorsed memorandum Electronic mail or uploading it to the designated Google Drive folder</p> <p>Deadline: 5th of the ensuing month of the succeeding quarter</p>
24. Heritage Trees	No. of heritage trees reported with MOVs	<p>DATABASE BE UPDATED IF THERE ARE NEW TREES PROCLAIMED</p> <p>MOV: Memorandum endorsement with summary info and attached documentation as uploaded in the designated Google Drive folder</p>	
25. Regional stories for publication	No. of stories submitted with photos and/or videos	<p>File Type: Excel/ Word File</p>	

Report	Major Performance Indicator	Frequency of Updating and Submission and corresponding MOVs
26. Updated Contract Database	Contract Database Updated	QUARTERLY The datasets to be updated include but not limited actual area planted, the total disbursement, CIP to LLI status, Turned-over or not, results of 3rd Party Evaluation as to the Adjectival Rating Stocking Density and other missing data and previously unaccounted contracts
27. SPA/IPT Profile	List of Updated Profile with shapefiles (One time or Upon request of the Updated Profile) Phenological Characteristics of Each Species (On or before the End of June)	
28. Profile of MMFN, Regular Nursery and Clonal Nursery	List of Updated Profile with shapefiles (One time or upon request of the updated profile or or before the end of June)	

ACTIVITIES	UWM	ANNUAL TARGET	2ND QUARTER		2ND QTR TO DATE		% Accomplished	REMARKS
			Target	Accomplishment	Target	Accomplishment		
Sampled Area			0.00	0.00	0.00			
Equivalent Area Established			0.00	0.00	0.00			
POs for KII			0.00	0.00	0.00			
Equivalent no. of respondents			0.00	0.00	0.00			
11 Maintenance of SPA/IPTs		N/A						
Total Weight of Seeds collected	kg.	N/A	0.00	0.00	0.00			
Total number of Seeds Collected	no.	N/A	0.00	0.00	0.00			
Total number of Plus Trees Maintained		N/A	0.00	0.00	0.00			
12 Maintenance of MMFN (Total No. of Nursery ___)								
Current Year 2024								
Seedlings Produced	no.		0.00	0.00	0.00			
Seedlings Distributed	no.		0.00	0.00	0.00			
Remaining/Undistributed seedlings as of December 2023								
Seedlings to be distributed based on Beginning Balance	no.		0.00	0.00	0.00			
13 Maintenance of Clonal Nurseries (Total No. of Nursery ___)								
Seedlings Produced	no.		0.00	0.00	0.00			
Seedlings Distributed	no.		0.00	0.00	0.00			
14 Establishment & Maintenance of Forest Tree Seed Center	ha.		0.00	0.00	0.00			
15 Improvement/ Est. of Nurseries (per CENRO and Impl. PENRO)								
Current Year 2024								
Seedlings Produced	no.		0.00	0.00	0.00			
Seedlings Distributed	no.		0.00	0.00	0.00			
Remaining/Undistributed seedlings as of December 2023								
Seedlings to be distributed based on Beginning Balance	no.		0.00	0.00	0.00			
16 Validation of ENGP Sites for the Release of 10% Retention Fee to ha POS								
Sampled Area	no.		0.00	0.00	0.00			
Total Area	no.		0.00	0.00	0.00			

Each type of supporting report/details database has been uploaded in the designated google link folder of the Region or emailed thru _____.

Attached is the Summary Tables of each type of Reports as Annexes broken down by PENRO. *<include short narrative on other trainings, issues, concerns, gender-related or socio-economic concerns encountered during the quarter, as well as other initiatives undertaken by the region and field offices.>*

FOR YOUR INFORMATION AND CONSIDERATION, PLEASE.

(NAME OF RED AND SIGNATURE)

CC: The Undersecretary for Policy, Planning and International Affairs

The Undersecretary for Field Operations - Luzon, Visayas and Supervising Undersecretary for Mines and Geosciences Bureau (MGB) - Luzon and Visayas Environmental Management Bureau (EMB)-Luzon and Visayas

The Undersecretary for Field Operations-Mindanao and Supervising Undersecretary for MGB - Mindanao EMB - Mindanao

ANNEXES

Annex B.1.

Summary of Regular Reports funded under GAA by PENRO for the Month of ___ of this Quarter.

Table 1: Cumulative Number of LOAs Perfected per Priority Area

OFFICE	TOTAL LOAs (no.)	BREAKDOWN BY PRIORITY AREA (no.)	
		Watershed	Others
PENRO 1	0		
PENRO 2	0		
PENRO 3	0		
TOTAL	0		

Table 2: Cumulative Number of LOAs Perfected per Major Locations

OFFICE	TOTAL LOAs (no.)	BREAKDOWN BY MAJOR LOCATIONS (no.)	
		Regular	ELCAC
PENRO 1			
PENRO 2			
PENRO 3			
PENRO n			
TOTAL			

Table 3: Seedlings Produced by the PO Contractor (Including COBF)

OFFICE	ANNUAL TARGET	TOTAL ACCOMP TO DATE	% ACCOMP	BALANCE	REMARKS
PENRO 1					
PENRO 2					
PENRO 3					
PENRO 4					
TOTAL	0	0	0.00%	0	

Table 4: Seedlings Planted by the PO Contractor (Including COBF)

OFFICE	ANNUAL TARGET	TOTAL ACCOMP	% ACCOMP	BALANCE	REMARKS
PENRO 1					
PENRO 2					
PENRO 3					
PENRO 4					
TOTAL	0	0	0.00%	0	

Table 5: Area Planted (Including COBF)

OFFICE	ANNUAL TARGET	TOTAL ACCOMP	% ACCOMP	BALANCE	REMARKS
PENRO 1					
PENRO 2					
PENRO 3					
PENRO 4					
TOTAL	0	0	0.00%	0	

Table 6: Year 2 Area Maintained (2023 Plantation)

OFFICE	ANNUAL TARGET	TOTAL ACCOMP	% ACCOMP	BALANCE	REMARKS
PENRO 1					
PENRO 2					
PENRO 3					
PENRO 4					
TOTAL	0.0	0	0	0	

Table 10: DENR Forest Nurseries - Seedlings Produced and Distributed (2023 Backlogs)

PENRO	NO. OF NURSERIES (no.)	BEGINNING BALANCE AS OF DECEMBER 2023	TOTAL SEEDLINGS DISTRIBUTED (no.)	BALANCE	PERCENTAGE DISTRIBUTED (%)
Ilocos Norte					
Ilocos Sur					
La Union					
Pangasinan					
TOTAL					

Table 11: MMFN - Seedlings Produced and Distributed (Current Year 2024)

PENRO	NO. OF NURSERIES (no.)	BEGINNING BALANCE AS OF DECEMBER 2023	TOTAL SEEDLINGS DISTRIBUTED (no.)	BALANCE	PERCENTAGE DISTRIBUTED (%)
PENRO 1				0	
PENRO 2				0	
PENRO 3				0	
PENRO 4				0	
TOTAL	0	0	0	0	

Table 12: MMFN - Seedlings Produced and Distributed (2023 Backlogs)

PENRO	NO. OF NURSERIES (no.)	BEGINNING BALANCE AS OF DECEMBER 2023	TOTAL SEEDLINGS DISTRIBUTED (no.)	BALANCE	PERCENTAGE DISTRIBUTED (%)
PENRO 1				0	
PENRO 2				0	
PENRO 3				0	

PENRO 4				0	
TOTAL	0	0	0	0	

Table 13: Maintenance of Clonal Nurseries

PENRO	NO. OF NURSERIES (no.)	ANNUAL TARGET	TOTAL SEEDLINGS PRODUCED (no.)	TOTAL SEEDLINGS DISTRIBUTED (no.)	EQUIVALENT AREA PLANTED (ha)	PERCENTAGE DISTRIBUTED (%)
PENRO 1						
PENRO 2						
PENRO 3						
PENRO 4	1					
TOTAL	1	0	0	0	0	0

Table 14: Cumulative Maintenance of SPAs/IPT's.

PENRO	NUMBER OF SEEDS COLLECTED (no.)	TOTAL WEIGHT (kg)	REMARKS (if any)
PENRO 1			
PENRO 2			
PENRO 3			
PENRO 4			
TOTAL	0	0	

Table 15: Cumulative Assessment of Inventory of Graduated Sites (Sample Area) for 2023 Continuing

PENRO	AREA TO BE SAMPLED	ACTUAL AREA INVENTORIED	REMARKS (if any)
REGIONAL OFFICE			
PENRO 1			
PENRO 2			
PENRO 3			
PENRO <i>n</i>			
TOTAL	0		

Table 16: Cumulative Assessment of Inventory of Graduated Sites (Status of the Conduct of Key Informant Interview) for 2023 Continuing.

PENRO	NO. OF TARGETS RESPONDENTS	NO. OF RESPONDENTS INTERVIEWED	REMARKS (if any)
REGIONAL OFFICE			
PENRO 1			
PENRO 2			
PENRO 3			
PENRO <i>n</i>			
TOTAL	0		

Table 17: Cumulative Assessment of Inventory of Graduated Sites (Sample Area) for 2024 Current

PENRO	AREA TO BE SAMPLED	ACTUAL AREA INVENTORIED	REMARKS (if any)
REGIONAL OFFICE			
PENRO 1			
PENRO 2			
PENRO 3			
PENRO <i>n</i>			
TOTAL	0		

Table 18: Cumulative Assessment of Inventory of Graduated Sites (Status of the Conduct of Key Informant Interview) for 2024 Current.

PENRO	NO. OF TARGETS RESPONDENTS	NO. OF RESPONDENTS INTERVIEWED	REMARKS (if any)
REGIONAL OFFICE			
PENRO 1			
PENRO 2			
PENRO 3			
PENRO <i>n</i>			
TOTAL	0		

Table 19: Cumulative Validation of ENGP Sites for the Release of 10% Retention Fee to POS.

OFFICE	TOTAL AREA (ha.)	SAMPLE AREA (ha.)	AVERAGE SURVIVAL RATE (%)	NO. OF CONTRACTS (no.)
Regional Office				
PENRO				
PENRO				
PENRO				
PENRO				
TOTAL	0	0		

(Note: Annexes B.2 and B.3 below shall be included in the Memorandum Endorsement only during the Quarterly/Semestral Reporting)

Annex B.2.

Table 1: Summary of Other Accomplishments of the Region for FY 2024 as of ___ Quarter.

Other Activities	Unit Indicator	Accomplishments	
		This Quarter	Accomplishment to Date
Community Based Employment Program (CBEP)			
Jobs Generated	Number of Jobs		
Persons Employed	Number of Employed		
Tree Replacement			
Number of Permittees	No.		
Number trees cut	No.		
Seedlings Replaced	No.		
Mortality Number of Seedlings	No.		
Seedlings Distributed	No.		
Number of Recipients	No.		
Balance/Undistributed Seedlings as of December 2023	Total Number		
Visits Conducted by DENR Regional and Field Offices			
Number of Sites Visited	Total Number		
Tree Planting Events with Partners			
Tree Planting Events	Total Number		
Total Number of Participants	Total Number		
Seedlings Planted	Total Number		
Area Planted	Total Area		
Capacity Development Activities			
Number of Activities	Total Number		
Number of Participants	Total Number		
Graduated NGP Sites Adopted			
Number of Adopters	Total Number		
Area Adopted	Total Area		
Turned Over NGP Sites (2022 and below)			
Number of completed contracts	Total Number		
Area Turned Over	Total Area		

Annex B.3. (Status of Other Accomplishments by PENRO as of _____ Quarter)

Table 1: Cumulative Status of Community-Based Employment Program (CBEP)

OFFICE	JOBS GENERATED	NO. OF PERSONS EMPLOYED	REMARKS
REGIONAL OFFICE			
PENRO 1			
PENRO 2			
PENRO 3			
PENRO 4			
PENRO <i>n</i>			
TOTAL			

Table 2: Cumulative Summary Status of Tree Cutting and Replacement with Seedlings

OFFICE	TOTAL NO. OF PERMITTEES (no.)	TOTAL NO. OF TREES CUT (no.)	TOTAL NO. OF SEEDLINGS REPLACED	TOTAL NUMBER OF MORTALITY SEEDLINGS	TOTAL NO OF SEEDLINGS DISTRIBUTED	TOTAL NO. OF RECIPIENTS	BALANCE	REMARKS
PENRO 1								
PENRO 2								
PENRO 3								
PENRO 4								
PENRO <i>n</i>								
TOTAL								

Table 3: Cumulative Summary of Visits Conducted by DENR Regional and Field Officials

OFFICE	NO. OF SITES VISITED	ISSUES/CONCERNS RESOLVED/ GATHERED	REMARKS
REGION			
PENRO 1			

PENRO 2			
PENRO 3			
PENRO <i>n</i>			
TOTAL			

Table 4: Information on the Tree Planting Events with Partners As of ___ Quarter (Cumulative)

PENRO	NO. OF TREE PLANTING EVENTS	TOTAL NO. OF PARTICIPANTS			SEEDLINGS PLANTED	AREA PLANTED
		MALE	FEMALE	TOTAL		
PENRO _____	0	0	0	0	0	0
DENR Led				0		0
DENR - Assisted (eg OMI, PPA Clients, LTFRB Clients, IBP, OVP-Led)				0		0
PENRO _____	0	0	0	0	0	0
DENR Led				0		0
DENR - Assisted (eg OMI, PPA Clients, LTFRB Clients, IBP, OVP Led)				0		0
PENRO _____	0	0	0	0	0	0
DENR Led				0		0
DENR - Assisted (eg OMI, PPA Clients, LTFRB Clients, IBP, OVP Led)				0		0
PENRO _____	0	0	0	0	0	0
DENR Led				0		0
DENR - Assisted (eg OMI, PPA Clients, LTFRB Clients, IBP, OVP Led)				0		0
TOTAL	0	0	0	0	0	0

Table 5: Cumulative Status of Capacity Development Activities Conducted (eg Soil Conservation Measure orientation, Basic Bookkeeping)

Title of Training/Workshop	Date Conducted	No. of Participants (Sex-disaggregated)
1.		
2.		
3.		

Table 6: Cumulative Status of Graduated NGP Sites Adopted

PROVINCIAL LOCATION	TOTAL NO. OF ADOPTERS	TOTAL AREA ADOPTED
TOTAL		

Table 7: Turned Over NGP Sites (2022 and below) as of __ Quarter (Cumulative)

PENRO	No. of Completed Contracts Turned	Equivalent Hectares
PENRO 1		
PENRO 2		
PENRO 3		
PENRO 4		
TOTAL		

Table 8. Other Intervening Activities Conducted for the Quarter

Activity	Date Conducted	Remarks
TOTAL		

Table 9. Gender-related and socio-economic concerns gathered and resolved

Issue/ Concern	Proposed Resolution	Action Taken

Table 10. Other issues and Concerns

Issue/ Concern	Proposed Resolution	Action Taken