

PHYSICAL & FINANCIAL PERFORMANCE REPORT CY 2015

AGENCY: PENRO SURIGAO DEL NORTE

PERIOD: 1st QUARTER, 2015 (JANUARY - MARCH)

PROJECT/ACTIVITIES/ PROGRAMS	PERFORMANCE INDICATORS	PROVINCE/ MUNICIPALITY	PHYSICAL PERFORMANCE						FINANCIAL PERFORMANCE				REMARKS
			ANNUAL TARGET	1ST QTR		ACCOM TO DATE	% OF ACCOM THIS QTR.	% OF ACCOM TO DATE	ANNUAL ALLOT	OBLIGATION	DISBURSE MENT	% OF UTILIZA- TION	March
				TARGET THIS QTR	ACCOM THIS QTR								March
A.01.a GENERAL MANGEMENT & SUPERVISION		Surigao del Norte							1,127	123,695		11	
		PENRO							520	65,963.85		13	
		Surigao City							350	45233.18		13	
		Dapa							257	12498.00		5	
Support to GASS Activities									75				
1. Personnel Management									46				
									29				
1.3 Preparation of Payroll	Payroll Prepared (no.)	Surigao del Norte	48	12	17	17	142	35	16				
		PENRO	48	12	17	17	50	35	16				
1.4 Updating of Personnel Records	Personnel records 201 files maintained/updated (no.)	Surigao del Norte	120	120	40	40	33	33	11				
		PENRO	120	120	40	40	33	33	6				
1.6 Monitoring/updating of SALN/IPCR/PDS Submission	SALN/IPCR/PDS monitored/updated (no.)	Surigao del Norte	2	2	2	2	100	100	16				
		PENRO	1	1	1	1	100	100	8				
		Surigao City	1	1	1	1	100	100	8				
		Dapa											
1.7 Processing of application/issuance	Application/issuance processed (no.)	Surigao del Norte	200	50	21	21	42	11	16				
		PENRO	140	35	16	16	46	11	8				
		Surigao City	60	15	5	5	33	8	8				

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2. Maintenance of Personnel Information System (PIS)	PIS maintained/ operationalized (no.)	Surigao del Norte	2	2	2	2	100	25	16				
		PENRO	1	1	1	1	100	25	8				
		Surigao City	1	1	1	1	100	25	8				
2. Procurement Services		Surigao del Norte							30				
		PENRO							22				
		Surigao City							8				
2.1 Consolidate/update Annual Procurement Plan	Agency Procurement Plan updated/consolidated (no.)	Surigao del Norte	2	2	2	2	100	25					
		PENRO	1	1	1	1	100	25					
		Surigao City	1	1	1	1	100	25					
2.2 Registration with PHIL- GEPS	PHIL-GEPS registered/posted (no.)	Surigao del Norte	16	10	34	34	340	213					
		PENRO	16	10	34	34	340	213					
		Surigao City											
3. PROPERTY MANAGEMENT	Public Bidding conducted (no.)	Surigao del Norte	5	1	1	1	100	20					
		PENRO	5	1	1	1	100	20					
		Surigao City								30			
	Supplies/property equipment inventory conducted (no.)	Surigao del Norte	2										
		PENRO	1										
		Surigao City	1										
Radio Equipment Registered (no.)	Surigao del Norte	PENRO	2										
		PENRO	2										
		Surigao City											
RP Vehicles/motorcycle insured and registered (no.)	Surigao del Norte	PENRO	2		1	1	100	50					
		PENRO	1										
		Surigao City	1		1	1	100	100					

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4. Radio Communication	Building Insured (no.)	Surigao del Norte	2										
		PENRO	1										
		Surigao City	1										
4.1 Operationalization and maintenance of radio facilities	Radio Facilities maintained/operationalized (no.) - radio messages transmitted/received (no.)	Surigao del Norte							30				
		PENRO							18				
		Surigao City Dapa							12				
5. Records Management	Data and Tracking System (DATS) Operationalized - Receiving - Releasing	Surigao del Norte	600	150	308	308	205	51					
		PENRO	348	87	212	212	244	61					
		Surigao City	252	63	96	96	152	38					
5.1 Operationalization of Data & Tracking System	Data and Tracking System (DATS) Operationalized - Receiving - Releasing	Surigao del Norte							30				
		PENRO							15				
		Surigao City Dapa							15				
5.2 Inventory & Disposition of Records	Data and Tracking System (DATS) Operationalized - Receiving - Releasing	Surigao del Norte	900	225	736	736	327	82					
		PENRO	500	125	440	440	352	88					
		Surigao City	400	100	296	296	296	74					
6. Cashiering		Surigao del Norte	500	126									
		PENRO	250	62									
		Surigao City	250	63									
		Surigao del Norte							30				
		PENRO							22				
		Surigao City Dapa							8				

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6.1 Issuance of Official Receipts and preparation of reports	Official Receipts Issued (no.)	Surigao del Norte	1000	250	269	269	108	27						
		PENRO	500	125	38	38	30	8						
		Surigao City	500	125	231	231	185	46						
	Advice to Debit Account (ADA) (no.)	Surigao del Norte	1000	250	516	516	206	52						
		PENRO	1000	250	516	516	206	52					16 checks issued	
	Reports Prepared (no.)	Surigao del Norte	60	15	64	64	427	107						
		PENRO	60	15	64	64	427	107						
	7. Budget/Finance Management		Surigao del Norte							45				
			PENRO							45				
		Obligation Requests/claims processed (no.)	Surigao del Norte	1000	240	389	389	162	39					
			PENRO	1000	240	389	389	162	39					
		Monthly & Quarterly Financial Reports prepared (submitted to RO)	Surigao del Norte	80	12	12	12	100	15					
			PENRO	80	12	12	12	100	15					
		Expanded Plantilla prepared & updated (no.)	Surigao del Norte	1										
			PENRO	1										
		Registries of Allotment & obligation of MOOE under Fund 101, 158 & 171 (no.)	Surigao del Norte	180	45	270	270	600	150					
PENRO			180	45	270	270	600	150						
Registries of Allotment & Obligation of PS under Fund 101, 171 & 158 (no.)		Surigao del Norte	84	21	48	48	229	57						
		PENRO	84	21	48	48	229	57						
Registries of Allotment and Obligation of CO prepared (no.)		Surigao del Norte	36	9	71	71	789	197						
		PENRO	36	9	71	71	789	197						

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8. Accounting		Surigao del Norte PENRO							30			4	
								30				4	
	Remittances prepared (no.)	Surigao del Norte PENRO	84	21	23	23	110	27					
				84	21	23	23	110	27				
	TRA prepared (no.)	Surigao del Norte PENRO	24	6	6	6	100	25					
				24	6	6	6	100	25				
	Bank Reconciliation conducted (no.)	Surigao del Norte PENRO	12	2	3	3	150	25					
				12	2	3	3	150	25				
	Vouchers & payrolls indexed & processed (no.)	Surigao del Norte PENRO	750	80	410	410	513	55					
				750	110	410	410	373	55				
	Monthly & Quarterly Financial Reports Prepared (no.)	Surigao del Norte PENRO	80	20	20	20	100	25					
				80	20	20	20	100	25				
Disbursement vouchers submitted to COA (no.)	Surigao del Norte PENRO	750	110	252	252	229	34						
			750	110	252	252	229	34					
Financial Accountability Reports prepared (no.)	Surigao del Norte PENRO	21	5	5	5	100	24						
			21	5	5	5	100	24					
9. Hiring of Security Guards (Blue Guards)	Security Guards	Surigao del Norte	3	3	3	3	100	100	432				
	(BlueGuards) Hired (no.)	PENRO	2	2	2	2	100	100	288				
		Surigao City	1	1	1	1	100	100	144				

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10. Provision of Insurance for CCTV, VOIP, ICT Equipment in all DENR Offices	Offices provided with insurance for CCTV and VOIP Equipment (no.)	Surigao del Norte PENRO Surigao City Dapa	3	3	2	2	67	67	108				
			2	2	2	2	100	100	72				
			1	1					36				
11. Capital Outlay Completion of CENRO Surigao new office building		Surigao del Norte Surigao City	1						3000				
			1						3000				

Prepared by


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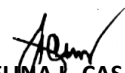
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				TARGET THIS QTR	ACCOM THIS QTR.								
A.01.b Human Resource Development		Surigao del Norte							75	6270		8	
		PENRO							46	6270		14	
		Surigao City							24				
		Dapa							5				
Career Development		Surigao del Norte	3		2	2	100	67	15				
	Submitted personeel for local & foreign scholarship to HRMIS (no.)	PENRO	2		2	2	100	100	10				
		Surigao City	1						5				
HR Research & Development		Surigao del Norte	1						5				
	Conduct monitoring activities of DENR personnel graduated from training programs	PENRO	1						5				
Human Resource Institution Development		Surigao del Norte	8	2	4	4	200	50	40				
	Attendance to CSC & other related trainings/seminars	PENRO	5	1	4	4	400	80	25				
		Surigao City	3	1					15				


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