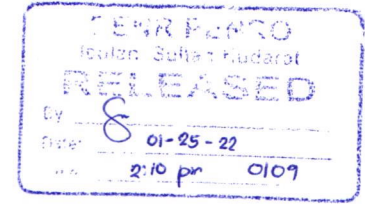




Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
National Highway, Barangay Kenram, Isulan, Sultan Kudarat
E-mail Address: penrosultankudarat@denr.gov.ph
Telephone No. 064-471-2301

MEMORANDUM



FOR : The Regional Executive Director
DENR 120000, Koronadal City, South Cotabato

ATT'N : The Assistant Regional Director
Management Services

FROM : The OIC-PENR Officer

SUBJECT : **ACCOMPLISHMENT REPORT OF BUDGET AND
ACCOUNTING FOR THE MONTH OF JANUARY 2022**

DATE : January 25, 2022

Respectfully submitting the Accomplishment Report of General Administration and Support-Budget/Accounting and Cashier for the month of January 2022, as follows:

1. Voucher and payroll indexed and processed- 76
2. Submission of Financial Accountability Reports (FAR) No. 1, 1A, 1B and 5 reports as of December 31, 2021- 4
3. Submission of Financial Accountability Report (FAR) No. 4 as of December 31, 2021- 1
4. Summary of Performance Monitoring Report (SPMR) as of December 31, 2021- 1
5. Submission of Monthly Trial Balance/Quarterly Financial Statements as of December 31, 2021- 1
6. Cash Advances prepared- 1

Attached are BED Form and financial reports.

For his information and record.

RADZAK B. SINARIMBO

For and in the absence of the PENR
Officer:


ABDUL K. MANTIKAYAN
OIC- Chief, Technical Services
Division/ Office-in-Charge