



Department of Environment and Natural Resources
Kagawaran ng Kapaligiran at Likas Yaman
Provincial Environment and Natural Resources Office
Dinagat Islands



October 16, 2025

MEMORANDUM

FOR : THE OIC, PENR OFFICER
This Office

THRU : THE OIC-CHIEF, TECHNICAL SERVICES DIVISION
This Office

THE CHIEF, RPS
This Office

FROM : PERMITTING TECHNICAL STAFF
This Office

SUBJECT : REPORT ON THE ONSITE INSPECTION OF THE STOCKYARD
FOR THE LUMBER DEALER PERMIT APPLICATION OF
ROSALINDA S. CATANA LOCATED AT PUROK 4, BARANGAY
DON RUBEN, SAN JOSE, DINAGAT ISLANDS



This report pertains to the Online Lumber Dealer Permit application of Ms. Rosalinda S. Catana for her lumber supply business operating under the name JessaJellevan Lumber Trading, situated at Purok 4, Barangay Don Ruben, San Jose, Dinagat Islands.

In connection with the aforementioned application, the Permitting Technical Staff conducted an on-site inspection and evaluation of the applicant's stockyard and reviewed the submitted documentary requirements. The inspection was conducted in the presence of the applicant. The following findings and observations were noted:

Lot Status of the Lumberyard

1. The area is situated within the Alienable and Disposable (A&D) Land Classification, covered by Original Certificate of Title (OCT) No. 2019000749 registered in the name of Teodora G. Abuhan.
2. The property has been leased since Calendar Year (CY) 2022, under a duly notarized Lease Agreement dated June 30, 2022.
3. The permittee has executed an Affidavit of Ownership, which was notarized on October 13, 2025.

Uploaded Documentary Requirements

The following documentary requirements were verified and confirmed as authentic through the Online Lumber Dealer Permitting and Monitoring System (O-LDPMS), to wit:

1. A notarized application for a Certificate of Registration as a lumber dealer.
2. A notarized Lumber Dealer Contract/Agreement.
3. A valid Business Permit issued by the Municipal Government of San Jose, Dinagat Islands, with Permit No. 2025-0205.
4. Photographs of the stockyard.
5. A photocopy of the Deed of Affidavit of Ownership, including the Original Certificate of Title, and the notarized Lease Agreement.
6. The latest Income Tax Return (ITR).
7. Registration payment amounting to P2,116.00 made through O-LDPMS GCash.
8. A Business Plan indicating the date and validity.

Conclusion and Recommendation

In view of the above findings and the applicant's compliance with the documentary and procedural requirements, it is concluded that Ms. Rosalinda S. Catana application for a Lumber Dealer Permit is meritorious.

Accordingly, it is hereby recommended that the application be endorsed and submitted through the Online Lumber Dealer Permitting and Monitoring System for the issuance of the Lumber Dealer Permit in favor of Ms. Catana.

Should you concur with this recommendation, please find attached the prepared geo-tagged photos for your signature.

For information and approval.

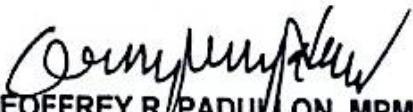
Prepared by:


MARVIN J. GIMIMOD, RPF
FT II/Permitting Unit Staff

Checked and verified by:


CRISELYN J. SAPID, RPF
LMO II/Chief, RPS

SUBSCRIBED AND SWORN to before me this 10th day of October, 2025 at PENRO Dinagat Islands, Sta. Cruz, San Jose, Province of Dinagat Islands.


GEOFFREY R. PADULLON, MPM-RD
SvEMS/OIC-Chief, TSD

PICTURES OF LUMBERYARD/ESTABLISHMENT



THIS IS TO CERTIFY that the photographs appearing herein are true and accurate representations of the lumberyard/establishment for chainsaw-cut lumber, taken by the undersigned personnel during the onsite inspection conducted on October 16, 2025, at Purok 4, Barangay Don Ruben, San Jose, Dinagat Islands.

The photos were captured using a Samsung Galaxy A12 by the inspecting personnel.

Prepared by:

MARVIN J. GUMIMOD
FT II/Permitting Unit Staff

Checked and verified by:

CRIBBLEY J. SAPID
LMO III/Chief, RPS

SUBSCRIBED AND SWORN to before me this 16th day of October, 2025 at PENRO Dinagat Islands, Sta. Cruz, San Jose, Province of Dinagat Islands.


GEOFFREY R. PADULLON, MPM-RD
SvEMS/OIC-Chief, TSD