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DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

ADMINISTRATIVE ORDER)
NO.)
SERIES OF 1993 *2*

JAN 13 1993

SUBJECT: Creating the Organizational and Management Structure for the Implementation of the Monitoring and Enforcement Component (MEC) of the ENR-SECAL Program in Regions 4, 7 and 8

In the interest of the service and to ensure the effective implementation of the Monitoring and Enforcement Component (MEC) of the ENR-SECAL Program in Regions 4, 7 and 8, the following structure, functions, responsibilities and authorities are hereby defined as follows:

A. THE REGIONAL PROGRAM MANAGEMENT OFFICE (RPMO)

A Regional Program Management Office shall be created to have the primary responsibility of managing and supervising the effective implementation of all activities towards the attainment of the goals and objectives of the Monitoring and Enforcement Component of the Program. It shall be composed of the following:

1. Regional Program Director
2. Regional MEC Coordinator
3. Management Support Unit
4. Special Task Group
5. Technical Assistance Team for MEC
6. Sub-component Counterparts

A.1 Regional Program Director (the RED)

Duties and Responsibilities

1. Appoint the program personnel per DBM approved plantilla and ENR-SECAL Program guidelines;
2. Designate existing units/staff within the region to provide assistance/serve as counterpart in the implementation of MEC activities;
3. Execute the policies and guidelines promulgated by the ENR-SECAL Steering Committee;
4. Exercise management control to ensure that program inputs are provided adequately and on time;
5. Organize, mobilize and give direction to the Special Action Group (STAG) as well as to the consultants;

6. Assure that MEC activities is coordinated with other ENR-SECAL Program Components as well as in the overall DENR operations;
7. Represent the DENR in the Multisectoral Forest Protection Committee at the regional level; and
8. Submit reports to the ENR-SECAL Steering Committee.

A.2 Regional MEC Coordinator

The Regional Technical Director for Forestry shall concurrently act as the Regional MEC Coordinator. He shall assist the Regional Program Director in the exercise of his functions and responsibilities. He shall be responsible in supervising the day-to-day activities of the RPMO. Primarily it shall perform the following duties and responsibilities:

1. Oversee, facilitate and coordinate the implementation of the MEC Component in the region;
2. Coordinate with concerned implementing units for the preparation of the component's overall development and operations plan;
3. Coordinate with concerned implementing units for the preparation of the component's annual work and financial plans;
4. Review the submitted plans of the implementing units and consolidate into an integrated plan for the component;
5. Coordinate with concerned implementing units the identification of the component's required resources;
6. When necessary, act as counterparts of consultants in the implementation of the 4 sub-components;
7. Monitor field operations of all implementing units in the region as well as other activities related to illegal logging;
8. Identify problems/gaps affecting project implementation and recommend courses of action; and
9. Provide reports/feedback to the MFPC and top management on information generated at all levels and on subsequent policy instructions issued.



A.6 The Sub-Components Counterparts

A.6.1 Multisectoral Forest Protection Committee (MFPC) Sub-Component Counterpart

Duties and Responsibilities

1. Oversee and facilitate the implementation of the sub-component in the region;
2. Jointly work as counterpart of the consultants in all phases of the MFPC operations as specified in the TOR;
3. Monitor and validate progress of work and review reports/findings of TAs and recommend action;
4. Facilitate submission of field reports and provide RPU copies of said reports for processing, storage and retrieval; and
5. Prepare periodic assessment and progress report of the sub-components for submission to appropriate authority/office.

A.6.2 Operational Services Sub-Component Counterpart

Duties and Responsibilities

1. Oversee and facilitate the implementation of the sub-component in the region;
2. Work hand in hand with the consultants on the aerial, ground and marine operations;
3. Together with the consultants develop operational plans and procedures and systems for the coordinated implementation of the aerial, water and ground surveillance activities;
4. Shall perform as the Special Task Group (STAG) Leader;
4. Establish linkages with other programs/agencies dealing with forestry law enforcement;
5. Review TA reports and performance and recommend necessary actions;
6. Convene quarterly meetings with consultants to discuss operation and management issues/problems;
7. Prepare periodic status/assessment report of the sub-component and recommend necessary policy actions; and





Appropriate field implementing units (e.g. provincial and municipal STAGs, MFPC Secretariats, etc.) shall also be designated by the Regional Program Director within the concerned PENRO/CENRO as may be determined during the course of Program implementation.

The corresponding organizational structure is hereby appended.

C. OTHER PROVISIONS

This order shall conform with the provisions of the General A.O. No. 1 Series of 1991 (Delegation of Authority Regarding Financial Matters and Administrative Matters at the Department Proper) and DAO No. 38 Series of 1990 (Revised Regulations on the Delineation of Functions and Delegation of Authorities) and other rules and regulations as may be applicable.

This order shall take effect immediately and supercedes all orders/issuances inconsistent herewith.


ANGEL C. ALCALA
Secretary


Recommending Approval:


RICARDO M. UMALI
Senior Undersecretary

ENR-SECAL PROGRAM MONITORING AND ENFORCEMENT COMPONENT ORGANIZATIONAL CHART REGIONS 4, 7 & 8

