



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

TO : **The Directors**
Policy and Planning Service
Knowledge and Information Systems Service
Strategic Communication and Information Service

The Bureau Directors
Ecosystems Research and Development Bureau
Forest Management Bureau
Biodiversity Management Bureau
Land Management Bureau

The Regional Executive Directors
DENR Regions I to XIII and CAR
(Regional Convergence Initiative-Technical Working Group, NCI-SRD)

FROM : The Undersecretary
Policy, Planning and International Affairs
& Permanent Alternate, DENR National Steering Committee
DA-DAR-DENR-DILG NCI-SRD

SUBJECT : **DA-DAR-DENR-DILG NCI-SRD RESULTS-BASED MONITORING AND EVALUATION TOOLS FINAL DRAFTING WRITESHOP**

DATE : **MAR 18 2022**

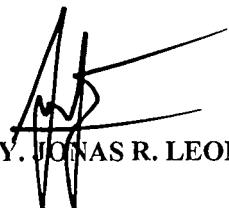
This has reference to the attached letter dated March 10, 2022 from Undersecretary Waldo R. Carpio, Special Concerns, Department of Agriculture and Permanent Alternate Chairperson National Steering Committee, DA-DAR-DENR-DILG NCI-SRD, requesting to facilitate the participation of some DENR officials/personnel which are members of the Knowledge Management Component Working Group (KM CWG) and Regional Convergence Initiative-Technical Working Group (RCI-TWG) involved in the NCI-SRD implementation to the DA-DAR-DENR-DILG NCI-SRD Results-Based Monitoring and Evaluation (RBME) Tools Final Drafting Writeshop to be held on June 29 to July 1, 2022 at the Bureau of Soils and Water Management, as follows:


OFFICE	PARTICIPANT	PLATFORM
Policy and Planning Service	Director Glenn Marcelo C. Noble/Geoffrey Pontilla	In-person
Ecosystems Research and Development Bureau	Marie Abbie Gail dela Cueva/Liberty Asis	In-person
Forest Management Bureau	Eugene Estrada/Representative	In-person
Biodiversity Management Bureau	Darwin Tejerero/Winnievir Balilia	In-person
Land Management Bureau	Engr. Ariel Reyes/Lovely Grace Ibus	In-person
Knowledge and Information Systems Service	Antonio S. Bautista, Jr./Representative	In-person
Strategic Communication and Initiatives Service	Adona San Diego/Julie Ibulan	In-person
REGIONAL OFFICE		
DENR Regional Office DENR Regions I to XIII and CAR	All Regional Executive Directors/Representative	On-line

In this regard, please ensure your participation or your designated representative in the above activity. We will appreciate receiving feedback/report in this regard.

For queries and other concerns, please contact Mr. Justine Devela, NCI-SRD Secretariat at telephone numbers 8929-4927/8929-5683 or through email at ncisrd@da.gov.ph.

For your information and appropriate action.


ATTY. JONAS R. LEONES

	Republic of the Philippines DA - DAR - DENR - DILG National Convergence Initiative for Sustainable Rural Development (NCI-SRD)	Reference Code:	NCI-SRD_FR_032_2
	LETTER	Control No.:	NCI-SRD-03-083-22
		Effective date:	October 15, 2020
		Page No.:	1 of 1

March 10, 2022

ATTY. JONAS R. LEONES, CESO I
 Undersecretary for Policy, Planning and International Affairs
 Department of Environment and Natural Resources
 Visayas Avenue, Quezon City

Dear **Undersecretary Leones**:

This pertains to the approved NCI-SRD Results-Based Monitoring and Evaluation (RBME) Final Drafting Writeshop Activity Proposal as attached.

In this regard, *we kindly request you to facilitate the creation of a Special Order in your Department* authorizing the conduct of the said writeshop as part of the required documents to proceed with the preparation and procurement of the activity.

As a backgrounder, the RBME Final Drafting Writeshop shall be conducted on June 29 – July 1, 2022 at the Bureau of Soils and Water Management. It aims to develop and finalize the RBME tools to measure the impact of the NCI-SRD strategy and for pilot-testing in the convergence areas. Further, the said activity will be funded by DENR-Human Resource Development Service (HRDS).


For other concerns, your staff may contact Mr. Justine Devela of the NCI-SRD National Secretariat via email at ncisrd@da.gov.ph.

Thank you for your continued support to the NCI-SRD.

Truly yours,



WALDO B. CARPIO
 Undersecretary for Special Concerns, and
 Permanent Alternate Chairperson, National Steering Committee,
 DA-DAR-DENR-DILG, NCI-SRD

	Republic of the Philippines DA - DAR - DENR - DILG National Convergence Initiative for Sustainable Rural Development (NCI-SRD)	Reference Code:	NCI-SRD_FR_012_0
	ACTIVITY PROPOSAL	Control No.:	
		Effective date:	January 27, 2022
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TITLE: NCI-SRD RESULTS-BASED MONITORING AND EVALUATION (RBME) TOOLS FINAL DRAFTING WRITESHOP

DATE: June 29 to July 1, 2022

VENUE: Bureau of Soils and Water Management, Diliman, Quezon City with live teleconferencing

PARTICIPANTS: National Steering Committee, National Focal Person (NFP)/Deputy National Focal Person (DNFP), Capacity Development Component Working Group (CD CWG), Knowledge Management Component Working Group (KM CWG), and National Secretariat

IMPLEMENTING UNIT/S/ACTIVITY PROponent: National Convergence Initiative for Sustainable Rural Development (NCI-SRD)

SOURCE OF FUNDS: DENR (HRDS-NCI-SRD Funds)

I. RATIONALE AND BACKGROUND

1) *30 June 2020: NCI-SRD Joint Resolution No. 7, series of 2020*


The National Steering Committee (NSC), through NCI-SRD Joint Resolution No. 7, series of 2020, approved the NCI-SRD Strategy Framework as the basis for the establishment of the NCI-SRD RBME System.

2) *23-26 March 2021: RBME Writeshop (DA-BSWM, Diliman, Quezon City with live teleconferencing via Google Meet)*

The NCI-SRD Knowledge Management Component Working Group (KM CWG), conducted an RBME Writeshop from 23 to 26 March 2021 to increase the technical knowledge and skills in developing an RBME System.

3) *29 September 2021: KM CWG 5th Meeting (DA-BSWM, Diliman, Quezon City with live teleconferencing via Google Meet)*

The NCI-SRD KM CWG, in its 5th meeting on September 29, 2021, approved the final draft RBME Theory of Change Model and results indicators, and recommended that the

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CWGs and RCI TWGs utilize them as the basis for the impact evaluation of the NCI-SRD strategy.

- 4) *10-12 November 2021: RBME Consultative Workshop (DA-BSWM, Dillman, Quezon City with live teleconferencing via Zoom)*


The NTWG, KM CWG, and RCI TWGs participated in the RBME Consultative Workshop on 10 to 12 November 2021 and agreed to endorse the recommendation of the KM CWG for the CWGs and RCI TWGs to utilize the RBME Theory of Change Model and results indicator as to the basis for the impact evaluation of the NCI-SRD strategy subject to final inputs of the body.

- 5) *9 December 2021: NTWG and NSC Special Meeting (The Bayleaf Cavite, General Trias, Cavite with live teleconferencing via Google Meet)*

The NTWG and NSC during their special meeting on 9 December 2021, agreed to endorse the final revised draft of the NCI-SRD RBME Theory of Change Model and results indicators for the adoption of the CWGs and RCI TWGs as the basis for impact evaluation of the NCI-SRD strategy.

II. OBJECTIVE

Title:	NCI-SRD Results-Based Monitoring and Evaluation (RBME) Tools Final Drafting Writeshop
Participants:	<ol style="list-style-type: none"> 1. Permanent Alternate Chairperson/s 2. National Focal Person/Deputy National Focal Person 3. Capacity Development Component Working Group (CD CWG) 4. Knowledge Management Component Working Group (KM CWG) 5. Regional Convergence Initiative Technical Working Groups (RCI TWGs) 6. National Secretariat 7. Resource person/s
Overview:	This three-day activity is designed to develop and finalize necessary RBME tools to measure the impact of the NCI-SRD strategy and for pilot-testing in the convergence areas.
Terminal Objectives:	At the end of the activity, the participants would be able to apply their technical knowledge on the NCI-SRD Strategy Framework, RBME Theory of Change Model, and results indicators and other RBME concepts through the development of draft RBME tools.

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Competency	Terminal Objectives	Instrumental (Enabling Objectives)
Satisfactory level of the application of technical knowledge on the NCI-SRD strategy framework, RBME Theory of Change Model, and results indicators and other RBME concepts, and technical skills on the development of draft RBME tools	At the end of the workshop, participants would be able to:	At the end of the session, participants would be able to:
1. Satisfactory level of technical knowledge on the NCI-SRD strategy framework, RBME Theory of Change Model, and results indicators and other RBME concepts	1. Apply their technical knowledge of the NCI-SRD Strategy Framework; 2. Apply their technical knowledge of the RBME Theory of Change Model and results indicators; and 3. Apply their technical knowledge of other RBME concepts.	1. Develop and finalize RBME tools
2. Satisfactory level of technical skills on the development of RBME tools		

III. EXPECTED OUTPUT

At the end of the activity, the following are expected:


1. Final draft of RBME tools.

IV. ACTIVITY METHOD/S

The activity shall employ blended writeshops to conduct the activity.

V. TARGET PARTICIPANTS

In lieu of public health and safety, a maximum of 30 participants shall be allowed to attend the activity physically. Other participants shall attend virtually.

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DEPARTMENT OF AGRICULTURE (DA)	
Participants	No. of Pax
National Level	
Permanent Alternate Chairperson - Undersecretary Waldo Carpio	2
National Focal Person /Deputy National Focal Person - Undersecretary-designate William Medrano, PhD/ DA BSWM Director	1
CD CWG Chairperson	1
1. DA-Agricultural Training Institute - Director Rosana Mula/Editha Vinuya/Kim Joseph Medrana	
KM CWG Members	
1. Planning and Monitoring Service (PMS) - Karen Marte/Anne Gilica Santos	1
2. Agriculture and Fisheries Information Division (AFID) - Bethzaida B. Sarian/Pamela Arciaga	1
3. Bureau of Fisheries and Aquatic Resources (BFAR) - Nazario Briguero/Kaye Kirsteen M. Alejado	1
4. Information and Communication Technology Service (ICTS) - Director Honorio Flameño/Xerxees Remorozo	1
5. Field Operations Service (FOS) - Emerson Yago/Earl Vincent Vegas	1
6. National Fisheries Research and Development Institute (NFRDI) - Mudjie Santos/Norvida Gatdula	1
7. Agricultural Training Institute (ATI) - Pamela Mappala/Joeven Calasagsag	1
National Secretariat	4
1. Nihaya Ariraya/ Justine Devela	
2. Ramidette Bernal/Marineh Ambrosio/Jenny Lee Cambe	
3. Ma. Bituin Bataller/Enrico Teano	
4. Rafael Mendoza/Ermalyn Cruz/Lucia Lanuagan	
Sub-Total	15

DEPARTMENT OF AGRARIAN REFORM (DAR)	
Participants	No. of Pax
KM CWG Chairperson	1
1. Public Assistance and Media Relations Service (PAMRS) - Director Cleon Lester Chavez/Ms. Rosemarie Lomibao	
KM CWG Members	1
1. Management Information Systems Service (MISS) - Director Nestor Bayoneto and staff	
Sub-Total	2

2nd floor, Bureau of Soils and Water Management, Visayas Avenue corner Elliptical Road, Diliman, Quezon City
 Tel. +632-8-929-5683 / +632-8-929-4927 | E-mail: ncisrd@da.gov.ph
 Facebook: facebook.com/nationalconvergence

#REF!


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DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)	
Participants	No. of Pax
Permanent Alternate Chairperson - Undersecretary Jonas Leones	1
KM CWG Members	
1. Policy and Planning Service (PPS) - Director Glenn Noble/Geoffrey Pontillas	1
2. Ecosystems Research and Development Bureau (ERDB) - Marie Abbie Gail dela Cueva/Liberty Asis	1
3. Forestry Management Bureau (FMB) - Eugene Estrada	1
4. Biodiversity Management Bureau (BMB) - Darwin Tejerero/Winnievir Balilia	1
5. Land Management Bureau (LMB) - Engr. Ariel Reyes/ Lovely Grace Ibus	1
6. Knowledge and Information Systems Service (KISS) - Roberto de Leon	1
7. Strategic Communication and Information Service (SCIS) - Adona San Diego/Julie Ibuan	1
Sub-Total	8

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG)	
Participants	No. of Pax
KM CWG Members	
1. Bureau of Local Government and Development (BLGD) - Belinda Castro/ Jeremi Arboleda	1
2. Local Government Academy (LGA) - Christopher Llarenas	1
Sub-Total	2

REGIONAL CONVERGENCE INITIATIVE TECHNICAL WORKING GROUPS (DA-DAR-DENR-DILG)	
Participants	No. of Pax
RCI TWG Members (16 regions)	2
Sub-Total	32

Participants	No. of Pax
Resource Speaker/Facilitator	1
Sub-Total	1

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GRAND TOTAL	60
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VI BUDGET

Agency	Particulars	Amount (PhP)
DENR-HRDS	Meals - P380 x 30 physical pax x 3 days	34,200
	Venue - P10,600/day x 3 days	31,800
	Facilitator's honoraria - P150,000	150,000
DA/DAR/DILG	Transportation/Workshop Materials and Kits	-
TOTAL		216,000


VII PROGRAM OF ACTIVITIES

RBME Tools Final Drafting Writeshop
 June 29 to July 1, 2022
 Bureau of Soils and Water Management, Diliman, Quezon City

Day 1, Wednesday, 29 June 2022	
8:00 am - 8:30 am	Arrival and Registration of Participants
<i>Opening Ceremonies</i>	
8:30 am - 8:40 am	Invocation and Philippine National Anthem <i>National Secretariat</i>
8:40 am - 8:50 am	Welcome Remarks WILLIAM C. MEDRANO, Ph.D. DA Undersecretary-designate for Livestock and National Focal Person, NCI-SRD
8:50 am - 9:00 am	Message WALDO R. CARPIO DA Undersecretary for Special Concerns and Permanent Alternate Chairperson, NCI-SRD ATTY. JONAS R. LEONES DENR Undersecretary for Policy, Planning and International Affairs and Permanent Alternate Chairperson, NSC, NCI-SRD
9:00 am - 9:10 am	Photo Opportunity
9:10 am - 9:20 am	Presentation of House Rules

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	<i>NCI-SRD Secretariat</i>
9:20 am – 9:30 am	Rationale, Leveling of Expectations and Mechanics <i>KM CWG Member</i>
9:30 am – 12:00 pm	Writeshop 1: Finalization of the draft RBME Tools <i>Facilitator</i>
12:00 pm – 1:00 pm	Lunch
1:00 pm – 1:15 pm	Energizer
1:15 pm – 4:00 pm	Continuation of the finalization of the draft RBME Tools
4:00 pm – 5:00 pm	Meeting with Facilitator <i>National Secretariat</i>
Day 2, Thursday, 30 June 2022	
8:00 am – 8:30 am	Arrival and Registration of Participants
8:30 am – 8:45 am	Ice Breaker
8:45 am – 9:00 am	Recap of Day 1 <i>KM CWG Member</i>
9:00 am – 12:00 nn	Writeshop 2: Draft RBME Tool 4 <i>Facilitator</i>
12:00 pm – 1:00 pm	Lunch
1:00 pm – 1:15 pm	Energizer
1:15 pm – 4:00 pm	Writeshop 3: Draft RBME Tool 5 <i>Facilitator</i>
4:00 pm – 5:00 pm	Meeting with Facilitator <i>National Secretariat</i>
Day 3, Friday, 1 July 2022	
8:00 am – 8:30 am	Arrival and Registration of Participants
8:30 am – 8:45 am	Ice Breaker
8:45 am – 9:00 am	Recap of Day 2 <i>KM CWG</i>
9:00 am – 12:00 nn	Writeshop 4: Finalization of draft RBME Tools 4 and 5 <i>Facilitator</i>
12:00 pm – 1:00 pm	Lunch
1:00 pm – 1:15 pm	Summary of Major Agreements <i>National Secretariat</i>
1:15 pm – 1:30 pm	Ways Forward <i>National Secretariat</i>
Closing Ceremonies	
1:30 pm – 1:45 pm	Awarding of Certificate of Appreciation to the Facilitator
1:45 pm – 2:00 pm	Photo Opportunity

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2:00 pm – 2:10 pm	Closing Remarks CLEON LESTER CHAVEZ Director, DAR-PAMRS and Knowledge Management Component Working Group Chairperson
2:10 pm – 3:00 pm	Answering of Activity Feedback Form
3:00 pm – 5:00 pm	Meeting with the Facilitator <i>National Secretariat</i>


Prepared by:


JUSTINE DEVELA
 Executive Assistant III
 National Secretariat, NCI-SRD

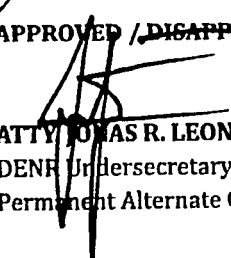
Noted by:


NIHAYA ARIHAYA
 Project Development Officer IV and
 Deputy Head Secretariat, NCI-SRD

Recommending Approval:


CLEON LESTER CHAVEZ
 Director, DAR-PAMRS and
 Knowledge Management Component Working
 Group Chairperson, NCI-SRD

✓ **APPROVED / DISAPPROVED?**


ATTY. TOMAS R. LEONES
 DENR Undersecretary for Policy, Planning and International Affairs and
 Permanent Alternate Chairperson, National Steering Committee (NSC), NCI-SRD