



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. 929-6626 to 29; 929-6633 to 35
929-7041 to 43; 929-6252; 929-1669

Website: <https://www.denr.gov.ph> E-mail: web@denr.gov.ph

MEMORANDUM

FOR : **THE REGIONAL EXECUTIVE DIRECTORS**
Region VIII, IX, X, XII

ATTN : **THE RIVER BASIN FOCAL PERSONS**
Region VIII, IX, X, XII

FROM : **THE EXECUTIVE DIRECTOR**
River Basin Control Office (RBCO)

SUBJECT : **ADVISORY ON THE ROLL-OUT OF THE WEB-BASED RIVER
BASIN INTEGRATED INFORMATION MANAGEMENT
SYSTEMS (RBIIMS) ON 17-20 OCTOBER 2022 IN CAGAYAN DE
ORO**


DATE : 5 October 2022

For participants attending the event on 17 – 20 October 2022, please be advised of the following:

CONCERNS	ADVISORY
DATE/TIME	<ul style="list-style-type: none">- The roll-out of the web-based RBIIMS for Mindanao Cluster will be held on 17 – 20 October 2022 (Monday – Thursday).- The Opening Program on 18 September 2022 will start at 8:00 AM (please see attached Program).
VENUE	<ul style="list-style-type: none">- The activity will be conducted face-to-face at Chali Resort and Conference Center, Cagayan de Oro.
PARTICIPANTS	<ul style="list-style-type: none">- The participants of the activity shall follow the list as indicated in the Special Order (SO).- Kindly fill-up the online registration form at https://forms.gle/p4AXdbpdZw1BEiUD9 to confirm your attendance.- In case the mentioned participant in the signed SO has been replaced/proxied by someone or unable to attend the activity, kindly inform the RBCO immediately/ahead of time for the facilitation of creation of a user account in the RBIIMS portal and for adjustment of rooming assignment.- It is a requirement that the participants who will attend the roll-out of the web-based RBIIMS should be fully vaccinated.- Participants are encouraged to observe minimum health and safety protocols on CoVid-19.
TRANSPORTATION	<ul style="list-style-type: none">- For attendees who have to take a plane going to Cagayan de Oro, a service vehicle will be provided for transportation from airport to venue and vice versa.- Any other travelling expense of participants shall be charged against their respective office.
FOOD	<ul style="list-style-type: none">- Breakfast, AM Snack, Lunch, PM snack and Dinner shall be

CONCERNS	ADVISORY
	<p>provided in the event.</p> <ul style="list-style-type: none"> - Participants with special food requirements due to health/religious concerns should inform the Secretariat by filling up said online registration at least a week before the event.
ACCOMODATION	<ul style="list-style-type: none"> - Check-in will start at 2:00 PM on 17 October 2022. - Check-out will be at 12:00 NN on 20 October 2022. - For room assignments and distribution of key cards, kindly approach the concierge. - Please return the room keys/cards upon check out.
OTHERS	<p>For other concerns, you may communicate with RBCO through electronic mail at rbco@denr.gov.ph.</p>

FOR YOUR INFORMATION AND GUIDANCE.


NELSON V. GOROSPE



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ROLL-OUT OF THE WEB-BASED RIVER BASIN INTEGRATED INFORMATION MANAGEMENT SYSTEM FOR MINDANAO CLUSTER

PROGRAMME

Day/Time	Activities
Day 1	
8:00-8:30	Welcoming Remarks/Message
8:30-9:00	Introduction to the training course Leveling-off of expectations
9:00-9:30	Introduction to information management
9:30-12:00	Introduction to the RB-IIMS Accessing/Logging in the web-based RB-IIMS
12:00-1:00	Lunch
1:00-1:30	Data classification, screening and conversion
1:30-2:30	Functionalities of the web-based RB-IIMS <ul style="list-style-type: none"> ➤ Import and export ➤ Database maintenance ➤ Dropdown menus ➤ Query system Exercise 2: Modifying dropdown menus
	Encoding data (lectures and exercises) <i>Note: Exercises on data encoding will use the standardized numbering of data entries based on Philippines Geographic Codes.</i>
2:30-3:30	Site/Region data (Exercise 3)
3:30-4:30	Biological data (Exercise 4)
4:30-5:30	Socioeconomic data (Exercise 5)



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5:30-6:00	Wrap-up
Day 2	
8:00-9:00	Process check
9:00-10:00	Demographic data (Exercise 6)
10:00-10:15	Break
10:15-11:00	Governance data (Exercise 7)
11:00-12:30	Pollution sources data (Exercise 8)
12:30-1:30	Lunch
1:30-2:30	Natural and cultural heritage
2:30-3:45	Monitoring data (Exercise 9)
3:45-4:00	Break
4:00-5:00	Water resources data (Exercise 10)
5:00-5:30	Wrap-up
Day 3	
8:00-9:00	Process check
9:00-10:00	Physiographic data (Exercise 12)
10:00-11:00	Natural and Human-made hazards data
11:00-12:00	Recap of the module
12:00-1:00	Lunch break
1:00-1:30	Evaluation
1:30-3:00	Action planning
3:00-3:15	Break
3:15-4:30	<ul style="list-style-type: none"> • Awarding of certificates • Closing