



Republic of the Philippines

MINISTRY OF  
NATURAL RESOURCES

February 22, 1982

SPECIAL ORDER  
No. 85  
Series of 1982

SUBJECT: Creation of a Project Management Group  
for the Butuan-Buenavista Agro-Forestry  
and Multiple Livelihood Project.

In the interest of the service and in consideration of the Ministry's commitment to the goals of the Kilusang Kabuhayan at Kaunlaran (KKK), a Project Management Group (PMG) is hereby created under the Office of the Minister, which shall adopt the organizational structure: Illustrated in Figure 1. The Project Management Group shall be responsible for the administration, supervision, coordination and operationalization of the projects in the project sites. It is also hereby stated that the Butuan-Buenavista Agro-Forestry and Multiple Livelihood Project be a Special Project of the Ministry.

The functions and responsibilities of the different unit of the Project Management Group are as follows:

A. Office of the Minister

The Office of the Minister shall be represented by the Assistant Secretary for Policy and Scientific Research.

This unit shall set down policies, rules and regulations for the effective implementation of projects; identify sources of funds and negotiate for the funding of the Butuan-Buenavista Project; ensure full support to the Project in its various stages of implementation.

B. Natural Resources Management Center (NRMC)

The NRMC shall provides overall direction and administration in the project development and implementation; establish the necessary linkages with the institutions/agencies/individuals in support of various

undertakings; and shall act as the project link to the Office of the Minister.

C. Executive Committee

The Executive Committee shall be composed of the Deputy Director-General of NRMC, Regional Directors of the Bureau of Forest Development and Bureau of Lands.

The Committee shall represent the Ministry in the region where the project is located; provide the Ministry feedback on the project activities; submits accomplishment reports; and undertakes other activities assigned by the Office of the Minister.

D. Project Manager

The Project Manager shall be appointed by the Office of the Minister, upon the recommendation of the Executive Committee.

The Project Manager shall be responsible for the general administrative control and operation of the Project in the project site; implements the policies, rules and regulations set forth by MNR through NRMC and Executive Committee.

E. Administrative Support Staff

The Administrative Support Staff shall be composed of personnel detailed to the Project, to provide the necessary administrative requirements of the Project.

The Staff shall be headed by an Executive Assistant, who shall serve as an Assistant to the Project Manager, and consolidate all reports to be submitted to the Executive Committee.

F. Evaluation and Coordinating Staff

The Evaluation and Coordinating Staff shall evaluate work accomplishment and submit the necessary recommendation to the Project Manager, and establish the necessary liaison with other agencies/institutions in the project area for coordination of project implementation with other on-going activities in the area.

G. Survey and Mapping Staff

The Survey and Mapping Staff shall be responsible for the conduct of survey and mapping activities related to the Project activities.

## H. Project Team

The Project Team composed of extension workers/community organizers shall be responsible for the implementation of project activities in their area of assignment and prepare reports, recommendations and accomplishments to the Project Manager.

The following personnel under the Ministry are hereby designated to compose the PMG.

Office of the Minister : Asst. Secretary Celso R. Roque

Executive Committee : Ricardo M. Umali (NRMC)  
Guillermo Ferraris (BL, R10)  
Marciano Gulle (BFD, R10)

Project Manager (to be appointed)

Executive Assistant : Nestor Ocampo (BFD, R10)

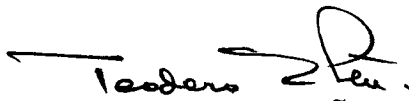
Community Organizers : Hermogenes Garcia (BL, R10)  
Mario Tioaquien (BL, R10)  
Francisco Baylon (BL, R10)  
Nemesio Ranara (BL, R10)  
Arnulfo Domingo (BL, R10)  
Orlando Abugin (BL, R10)  
Manuel Naligal (BL, R10)  
Leandra Corpuz (BL, R10)  
Armando Luison (BL, R10)  
Proculo Montederanos (BL, R10)  
Francisco Caba Jr. (BL, R10)  
Ambrocio Alba (BL, R10)  
Norma Reyes (BL, R10)  
Sergio Apatan (BFD, R10)  
Valeriano Chavez (BFD, R10)  
Samuel Calonzo (BFD, R10)  
Joaquin Conde Jr. (BFD, R10)  
Napoleon Salde Jr. (BFD, R10)  
Regino Doria (BFD, R10)  
Daniel Lerion (BFD, R10)  
Estrella Luneta (BFD, R10)  
Virginia Mordido (BFD, R10)  
Heradeo Paler (BFD, R10)  
Allen Salanga (BFD, R10)  
Bertuldo Deliso (BFD, R10)

As a Special Project it is understood that personnel assigned to the project, from any bureaus and agencies of the Ministry shall be on a full-time detail, unless otherwise

stated. Personnel assigned to the Project shall without prejudice loss their seniority and other benefits from their respective agencies from which they shall continuously receive their salary.

All assigned project personnel shall be entitled to receive corresponding incentive pay, chargeable against the funds for the Project transferred to the Natural Resources Management Center.

This Order shall take effect immediately unless revoked in writing.

  
TEODORO Q. PEÑA

OMIN  
NRM

EXECUTIVE COMMITTEE

PROJECT MANAGER

TECHNICAL SERVICES

ADMINISTRATIVE SUPPORT STAFF

EVALUATION & COORDINATING STAFF

SURVEY & MAPPING STAFF

MALAPONG TEAM

BITAN - AGAN TEAM

OTHERS

EXTENSION WORKERS

ORGANIZATIONAL STRUCTURE FOR THE PROGRAM MANAGEMENT GROUP  
BUTUAN - BUENAVISTA AGRO - FORESTRY AND MULTIPLE LIVELIHOOD PROJECT