



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

OCT 17 1989

DENR SPECIAL ORDER NO. 946 SERIES OF 1989

SUBJECT : DESIGNATION OF REGIONAL LIAISON OFFICERS FOR THE NATIONAL FORESTATION PROGRAM

In the interest of the service, and to assist in the coordination of the different components of the National Forestation Program in the Regional Offices, the following Regional Liaison Officers (RLOs) are hereby designated as follows:

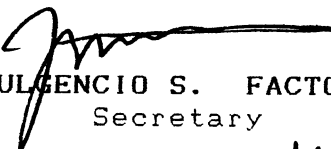
RLOs	Area of Assignment
1. JOSEPH LAZA	CAR
2. AQUILES UDARDE	REGION 1
3. NAPOLEON MAGGAY	REGION 2
4. MILA JAMPIT	REGION 3
5. LEONARDO AGCAOILI	REGION 4
6. LAMBERTO BARBIN	REGION 5
7. FERNANDEZ, MARIA ANDONIE	REGION 7
8. JONATHAN HIJADA	REGION 8
9. NEMESIO TRUZAN, JR.	REGION 10
10. ROGER VICTOR FLORES	REGION 11
11. CRISPIN MALICAD	REGION 12

The RLO shall be directly under the supervision of the Regional Executive Director. However, in the execution of his functions he shall closely coordinate and work with the relevant offices under the Regional Technical Director for the Forest Management Sector.

The specific duties and responsibilities of the RLOs are defined in the attached Terms of Reference.

All reasonable expenses incurred by the RLO's in the performance of their task, including salaries shall be charged against the funds of the ADB loan for the Forestry Sector subject to usual government rules and regulations.

This order shall take effect immediately and shall remain in force unless sooner revoked in writing.

  
FULGENCIO S. FACTORAN, JR.  
Secretary

**REGIONAL LIAISON OFFICER  
TERMS OF REFERENCE**

I General

The REGIONAL LIAISON OFFICER (RLO) is the National Project Coordinating Office (NPCO) representative in the Region and as such he shall be responsible for coordinating with entities concerned with the implementation of the different components of the National Forestation Program namely: Reforestation (Contract or Regular), Industrial Tree Plantation, Integrated Social Forestry, Watershed Rehabilitation, Timber Stand Improvement, Infrastructure, Planning and Community Organization.

II. Specific

1. Follows up the preparation of the Region's Long Term Development Plans for the various components of the National Forestation Program
2. Follows up and assists in the preparation of the regions NFP annual Targets/plans for the ensuing fiscal year and facilitates its submission to the Central Office.
3. Follows up, at the Central Office if necessary, the status of the Regions Annual Regional Target/budget and allotment and facilitates the timely release of funds.

4. Makes sure there is a compilation of all approved contracts and documents related to the NFP within the Region for evaluation and reference purposes.
5. Independently and/or in coordination with the Project Evaluation Officer (PEO) or M & E group, (DENR or NGO) monitor the physical and financial performance of implemented NFP projects as compared to pre-set targets/budget. He shall verify on the field when he deems necessary, reported accomplishments, if activities are undertaken as stated in the contract and check if contractors are paid and on time.
6. Dialogues with contractors and discusses with management (DENR personnel involved in project implementation) issues concerning project implementation.
7. Identifies and analyzes actual and potential problems relating to the implementation of the NFP and recommend solutions or policy reforms to improve operation.
8. Submits monthly written reports to the NPCO through the Area coordinator concerned, copy furnished RED.

9. Receives and acts on instructions sent by the NPCO through the RED and performs other major functions that may be assigned by the RED from time to time after due clearance from the NPCO and the Undersecretary for Field Operations.
10. Attends NPCO senior staff meeting when officially notified.
11. With the permission of the RED may act as resource person in seminars and conferences related to the NFP.
12. Supervises the field activities of the PEOs when on official travel to the region.

### III. Working Arrangement

The RLO shall be attached to the Office of the Regional Executive Director and shall be directly under his supervision. However in the execution of his functions as defined in the TOR, he shall closely coordinate and work with the relevant offices under the RTD for the FMS. It shall also be his prime responsibility to update the NPCO through the Area Coordinators, on the status of the NFP implementation.

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