



**DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES**

DEPT. CIRCULAR ORDER
NO. 632
Series of 1990

JUL 05 1990

**SUBJECT: Convene of Cluster Meetings for 1990
on Grant Foreign Assistance Programs**

In consonance with Memorandum Circular # 9 Series of 1989 (which institutionalized cluster meetings to review and assess foreign-assisted projects' performance), the 3 rd cluster assisted projects classified as grants and categorized as forestry and developmental related, will have its 1990 cluster meeting for this year on July 13, 1990 at the DENR Training Center, DENR Compound, Visayas Ave., Diliman, Quezon City.

In relation herewith, the following officials and employees of this Department are hereby authorized to attend said meeting:

Executive Level

1. Undersecretary Ricardo M. Uball
2. Undersecretary Victor C. Ramos
3. Assistant Secretary Lito T. Aragon
4. Assistant Secretary Eileen Teano
5. Assistant Secretary Rolando L. Matin
6. Heads of Bureau
 - DENR
 - EDDP
7. Regional Executive Director
 - Region - 1
 - Region - 2
 - Region - 3
 - Region - 4
 - Region - 5
 - Region - 6
 - Region - 7
 - Region - 8
 - Region - 9
 - Region - 10
 - Region - 11
 - Region - 12
8. SAC Office, DENR, EASPO
9. DENR Consultants/Foreign Consultants (Team Leaders)
10. Senior Representative
Department of Budget and Management
11. Dept. Representative
National Economic and Development Authority

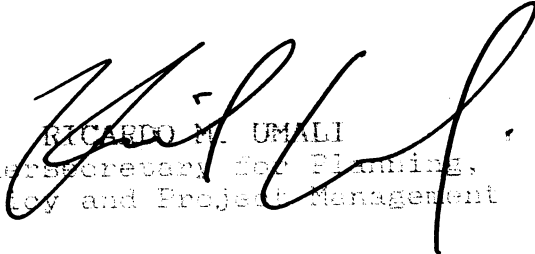
Participants

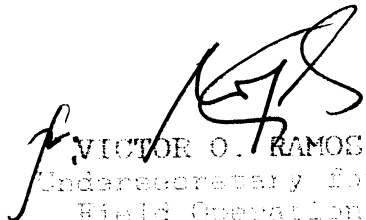
12. Mr. Sam M. Godoyan
Technical Coordinator - EDDP
13. Mr. Victor T. Jarife
Project Director - EDDP

14. Mr. Crisologo A. Tagupa
Project Director, CUP
15. For. Austin Pinol
Project Coordinator, BRDP
16. DENR Budget Division Chief
17. DENR Accounting Division Chief
18. Concerned Team Leaders, Desk Officers and Support
Staff, FASTO

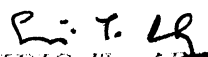
Expenses and other incidental expenses relative to the conduct of this Cluster Meeting shall be equally shouldered by the participating projects while traveling expenses and the like (where applicable) shall be charged against respective offices/projects, subject to the usual accounting and auditing rules and regulations.

This Order takes effect only for the purpose and duration herein specified.


RICARDO M. UMALI
Undersecretary for Planning,
Policy and Project Management


VICTOR O. RAMOS
Undersecretary for
Field Operations

Recommending Approval:


LIRIO T. ABOYAN
Assistant Secretary for
Foreign-Assisted and Special Projects

CLUSTER MEETING 1 - 90
for
Forestry and Developmental
Foreign - Assisted Projects

DESIGN

I. OBJECTIVES

1. To provide regular access and interaction among project implementing units, the DENR management and oversight agencies.
2. To review the performance of grant FAPs relating to forestry and development.
3. To identify and recommend solutions to problems and constraints seriously affecting project implementation, management/administration, monitoring and coordination.
4. To provide interaction and exchange of ideas/experiences among the projects involved, DENR management, oversight agencies and consultants.
5. To assess the performance status of the roles and responsibilities assigned to concerned officials in FAPs implementation.
6. To resolve other outstanding issues raised during the previous meetings/workshops.
7. To review the projects' work and financial plans for CY 1990 and 1991.

II. METHODOLOGY

The workshop shall be conducted for 1 day and it shall be divided into two phases. The first phase shall be devoted to group discussions of issues/problems in project implementation and the second phase shall be devoted to presentation of results to the panelists.

1. Group Discussion

The participants shall be divided into two groups. One group shall be composed of officials, staff, consultants and other resource persons directly involved in the implementation of MRDP and CUP, while the other group shall be composed of those involved in the implementation of the RP-JFDP and BRDP.

The group discussion shall focus on the problems and constraints affecting project operations and the recommendations to address said problems. Likewise, strategies employed to

address similar problems and the lessons-learned by the Projects shall also be presented/discussed. This shall also serve as a venue for providing updates regarding future plans of the projects.

The group discussion shall be participated in by the REDs/Bureau Directors concerned, the PCMS Chief, DENR Consultants both local and foreign, the team leaders, DENR budget and accounting staff and concerned FASPO desk officers. The DENR Consultants shall act as resource persons during the discussions.

The participants shall have prepared write-ups of their presentation.

The outputs of the group discussions shall include the following:

1. Summary of physical and financial performance;
2. Notable accomplishments, strategies and lessons generated by the project and schemes to disseminate said lessons;
3. Highlights of issues and problems and recommended solutions; and
3. Other outstanding issues raised during the previous workshops/discussions.

2. Plenary Session

The plenary session shall be conducted after the group discussions. Outputs of the group discussions shall be presented in said plenary session to be attended by the following:

1. USECs for Operations and PPFM
2. ASECs for PPPMO
3. ASEC for Management Services
4. REDs concerned
5. Heads of Concerned Agencies
6. NEDA-PMS representatives
7. DEM-FAPs Bureau representatives
8. Project Managers/Directors
9. DENR Budget and Accounting representatives
10. DENR Consultants/Other Resource Persons
11. PCMS OIC, Team Leaders and Concerned Desk Officers

It is expected that key decisions, agreements and commitments regarding the issues and constraints presented shall be made during this plenary session.

III. DETAILED SCHEDULE OF ACTIVITIES

A. M. Session	Activity	Person/Group Responsible
8:00 - 8:30	Registration	Secretariat
8:30 - 8:45	Objectives and Mechanics of the Meeting	OIC-SC Maximo F. Soriano
8:45 - 12:00	Group Discussion	Participants
12:00 - 1:30	LUNCH BREAK	
1:30 - 2:30	Group Discussion (Con't.)	Participants
2:30 - 3:00	Preparation of Outputs	Participants
3:00 - 4:30	Presentation of Results of Group Discussion	Group Leader/Panelists
4:30 - 5:00	Closing Remarks	USECs/ASECs

IV. FINANCIAL REQUIREMENTS

Travelling expenses shall be charged against the respective offices of the participants. Other expenses (i.e. supplies, board) shall be distributed among the four projects equally (Annex A).

V. VENUE :

DENR-HRDS Training Center, Visayas Ave., Diliman, Q.C.

VI. DATE :

13 July 1990

Annex A

Meals:

	Date	Rate/pax	No.		Cost
AM Snack	June 28	30.00	50	=	1,500
Lunch	- do -	50.00	50	=	2,500
PM Snack	- do -	30.00	50	=	1,500

SUB-TOTAL					₱ 5,500
Plus 10% Contingency					₱ 550

GRAND TOTAL					₱ 6,050.00

PROJECTS INVOLVED:

1. RP-JAPAN Forestry Development Project
2. Rainfed Resources Development Project
3. UNDP-FAO Bamboo Research and Development Project
4. Phil-German Cebu Upland Project

COMPUTATION :

TOTAL COST = ₱ 6,050.00/4 projects

PROJECT CONTRIBUTION : ₱ 1,512.50/project

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