



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES  
LOW INCOME UPLAND  
COMMUNITIES PROJECT

SPECIAL ORDER  
NO. 618  
Series of 1991

JUL 05 1991

**SUBJECT: Authorizing the Low-Income Upland Communities Project (LIUCP) to Conduct Trainers' Training on Project Feasibility Study Preparation and the Participation of LIUCP Personnel and NGO Representatives**

1. In the interest of the service and in pursuance of the objectives of the Low-Income Upland Communities Project to capacitate the grassroots level/upland communities through its regular in-house Continuing Education Program (CEP), the Project is hereby authorized to hold a Trainers's Training on Project Feasibility Study Preparation for livelihood programs.
2. The Training-Seminar will be held from July 8 to 19, 1991 to be undertaken in three batches in the following area/venues:
 

July 9 - 11	- MMFI/PMM	- Calapan, Oriental Mindoro
July 12 - 14	- IDEAS/PAFID	- Sn. Mariano, Roxas Oriental Mindoro
July 16 - 18	- Vicariate/ SLJC	- San Jose, Occidental Mindoro
3. At the end of the Training, the participants shall have:
  - a. Knowledge on the basic principles and application in the preparation of Project Feasibility Study;
  - b. Been able to prepare a feasibility study for a potential small-scale industry; and,
  - c. Developed training curriculum, course outline, lesson plan for field level training.
4. A Training Task Force and Support Staff will be composed of the following:

**Task Force**

Luis P. Eleazar	- Project Director	- Coordinator/ Resource Person
Nicanor F. Sapla	- Project Manager	- Co-coordinator
Wilfredo J. Obien	- Project Manager	- Co-coordinator
Eduardo Macapal	- Local Consultant on Small-scale Industry	- Member/Resource Person
Eulogio Penales	- PDO-IV	- Member/ Facilitator
Imelda Mendoza	- PEO-III	- Member/ Documentor
Valentin Magpantay	- Administrative Off'r.	- Member/ Documentator

5. Participants of the Training-Seminar shall include the following:

a. Provincial Project Management Offices (PPMOs)

Oriental Mindoro	-	Ronaldy	Arce Ignacio
		Francisco	Guillermo
		Danilo	Lino
		Majeline	Francisco
		Teodoro	Magcamit
		Jose	Solis
		Harris	Sune

Zoraydah Lyn Gonzales

Occidental Mindoro	-	Eugenio	Gevaña
		Valentin	Magpantay
		Joel	Diwa
		Ernesto	Calub

b. Non-Governmental Organizations (NGOs)

PPM	-	Sis. Victricia Pascacio, SSpS	
		Roberto	Almonte
		Enrique	Tupaz
		Neri	Fontanilla

MMFI	-	Milagros	Almeda
		Antonio	Achay
		Maribeth	Zamora
		Alma	Bascos

IDEAS	-	Felix	Vergara
		Leonora	Lava
		Tanungan	Alihid
		Layon	Sangangsang

PAFID	-	William	Tolentino
		Fernando	Dulnuan
		Leonore	Ballagan
		Simon	Dumanon, Jr.

VICARIATE	-	Rogelio	Balilo
		Aladeno	Quiñonez
		Fely	dela Torre
		Edmundo	Pabelonia

SLJC	-	Rev. Reynaldo Aldaba	
		Menandro	Laurente
		Ramon	Alcantara
		Dante	Carculan

6. Expenses, which cover board and lodging, transportation, supplies and materials, to be incurred in the said activity shall be charged against the Project funds subject to the usual accounting and auditing rules and regulations.

7. LIUCP participants are entitled to travelling expenses to and from the above-cited venues charged against their respective offices (NPO and PPMOs).

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

*Antonio S. Triá*

ANTONIO S. TRIA

Undersecretary for Legal Services  
Legislative Liason and FASPO Management

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**PROJECT FEASIBILITY STUDY TRAINORS' TRAINING CURRICULUM**

<b>TIME</b>	<b>DAY 1</b>	<b>DAY 2</b>	<b>DAY 3</b>
8:00 - 8:30	Registration of Participants	Short recap of previous day's topics Management and Organization Study Production Marketing Finance & Accounting Administration	Short recap of previous day's topics Continuation of PFS Workshop
8:30 - 9:00			
9:00 - 10:00			
	Singing of National Anthem Invocation Prayer Welcome Remarks Keynote Speech	Continuation of topic	
10:00 - 10:30	<b>C O F F E E B R E A K</b>		
10:30 - 11:00	Expectation Setting	Financial Consideration Costings Financial Analysis Cash Flow Sources and Application of Funds	Continuation of PFS Workshop
11:00 - 11:30	Course Overview Course Objective, Course Content, Duration and Methodology		
11:30 - 12:00	Project Feasibility Study Defined: Purpose, Parts and Functions		
12:00 - 1:30	<b>L U N C H B R E A K</b>		
1:30 - 2:00	Technical Production  Considerations: Finished Products Process Raw Materials	Continuation of topic	Presentation of PFS Output
2:00 - 2:15	Short ice breaker	Short ice breaker	Short ice breaker
2:15 - 3:00	Capital Equipment Physical Structures and Facilities Location Manpower Light, Power and Water	Workshop on PFS Preparation	Curriculum Preparation & Materials Development
3:00 - 3:30	<b>C O F F E E B R E A K</b>		
3:30 - 4:00	Continuation of Topic	Continuation of PFS Workshop	Preparation of Re-entry Plan
4:00 - 4:30	Marketing Considerations:		Presentation of Re-entry Plan
4:30 - 5:00	Volume Pricing Packaging Outlets/Promotions Warehousing, delivery and collection		Closing Ceremonies Inspirational Message Response  Group Musical Number

### TRAINING COST

1. Participants, trainers and support staff - 63  
(21 per batch x 3 batches = 63)
2. Venues:
  - a. Calapan, Oriental Mindoro
  - b. Sn. Mariano, Roxas, Oriental Mindoro
  - c. San Jose, Occidental Mindoro
3. Sixty three participants/trainors/support staff  
x P160/person/day x 3 days = P30,240