



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES
ISFP Coordinating Office

SPECIAL ORDER
NO. 624
Series of 1991

JUL 10 1991

SUBJECT : Designating Forester BUENAVENTURA L. DOLOM as Program Coordinator of the Community Forestry Program National Secretariat.

In the interest of the public service and in order to provide for the overall direction, administration and implementation of the Community Forestry Program (CFP), Forester Buenaventura L. Dolom is hereby designated as Program Coordinator of the CFP National Secretariat. As Program Coordinator, he shall be tasked with the following:

1. Manage the day-to-day operation of the CFP National Secretariat;
2. Coordinate the planning, implementation, monitoring, and evaluation of CFP field activities in collaboration with NPCO, DENR Regional Offices; PENROs, CENROs and Project Management Officers;
3. Develop, formulate, and recommend policies, plans, guidelines, and procedures related to CFP implementation;
4. Initiate CFP's institutional linkages with other government and Non-Government Organizations (NGOs);
5. Review and recommend project annual plan and budget, hiring of project staff and budget allocation per project site;
6. Coordinate Technical Assistance inputs to the project;
7. Supervise, monitor and evaluate the work and activities of the CFP Staff and Consultants, as indicated in their job descriptions, and Terms of Reference respectively;
8. Submit CFP periodic reports to the Undersecretary for Field Operations;

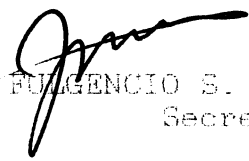
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- 9. Perform such other related functions as may be assigned to him.

In connection with this order, Mr. Dolom shall clear himself of all work, property, and financial accountabilities from his present work assignment and report immediately to the Undersecretary for Field Operations.

This Order takes effect immediately and supercedes other Orders inconsistent herewith.

Approved:


FULGENCIO S. FACTORAN, JR.
Secretary 