



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

December 10, 1993

DENR Special Order
No. 1628
Series of 1993

SUBJECT: Authorizing the Low-Income Upland Communities Project (LIUCP) to Conduct Year-End In-House Assessment and Planning Workshop on December 20-21, 1993

1. In the interest of the services in pursuit of the Action Plan prepared by the Provincial Project Management Offices for CY 1994, the LIUCP is hereby authorized to conduct the subject workshop as cited above to be held at the National Project Office.
2. The objectives of the workshop are as follows:
 - a. come up with its assessment of its own performance in relation to the roles attached or expected to the units involved;
 - b. identify issues and problems that would affect the Project's sustainability particularly in relation to the changes of scope and strategies; and
 - c. come up with its facilitating plan for 1994.
3. The workshop will be attended by the following:

National Project Office (NPO)

- | | | | |
|----|--------------------|---|------------------------|
| 1. | Leila M. Peralta | - | Project Director |
| 2. | Eduardo K. Araral | - | Asst. Project Director |
| 3. | Robert C. Kagaoan | - | Technical Staff |
| 4. | Eulogio S. Penales | - | Technical Staff |
| 5. | Ben Hur Malana | - | Technical Staff |
| 6. | Support Staff (8) | - | Secretariat |

Provincial Project Management Office (Oriental Mindoro)

- | | | | |
|----|------------------------|---|-----------------------|
| 1. | Manuel B. Marquez, Jr. | - | Project Manager |
| 2. | Manuel B. Rojas | - | Asst. Project Manager |
| 3. | Harris A. Sune | - | Technical Staff |
| 4. | Danilo A. Lino | - | Technical Staff |
| 5. | Zoraydah Lyn Gonzales | - | Technical Staff |

[Handwritten signature]

Provincial Project Management Office (Occidental Mindoro)

- | | | | |
|----|---------------------------|---|-----------------------|
| 1. | Nicanor F. Sapla | - | Project Manager |
| 2. | Engr. Adelberto L. Dantis | - | Asst. Project Manager |
| 3. | Felizardo Enrile, Jr. | - | Technical Staff |
| 4. | Josefina Tacmo | - | Technical Staff |
| 5. | Jelly Dayandayan | - | Technical Staff |

The cost/expenses to be incurred for the entire duration of the workshop shall be charged against the Project funds subject to the usual accounting and auditing rules and regulations.

5. This Order shall take effect only for the duration of the workshop.


RICARDO M. UMALI
Undersecretary for
Natural Resources Management

**ASSESSMENT and PLANNING WORKSHOP
of the Low-Income Upland Communities Project
(Workshop Design)**

1. Introduction

The full scale implementation of the Project activities as reflected in the Socio-Economic Development Plan (SEDP) as Site Management Unit-1 (SMU-1) and the start of the development activities at SMU-3 plus the initial organizing activities next year for the SMU-4 require more actors as well as resources that would be involved in the process of its implementation. As this develops, coordination of activities particularly in the delivery of Project inputs - technical, financial and other services to the community and above all inter-facing of actors become more complex. And if handled loosely, chances are, management of Project resources may not be utilized to its maximum.

The Project is entering Year 5 of its implementation. In accordance with the MDU signed as a result of the Mid-Term Review, changes have been made in the Project scope. In this light, corresponding operational adjustments should be made to cope up with the said changes.

2. Objectives of the Workshop

- a. to come up with a Project performance assessment in relation to the role/s attached or inherent to the unit/s involved (NPO & PPMOs) as determined by the Project;
- b. to undertake necessary measures at various levels of the Project on issues and problems both recurring and potential that would affect the Project's sustainable development bias both at the conceptual and operational level; and
- c. to come up with a more practical, clear and sustainable Project operational guide specific for each watershed.

3. Input

Inputs to the Workshop will include, among others:

- a. unit assessment:

The assessment will cover the entire spectrum of Project activities centering on the important or major elements of the entire development process in Project implementation relative to the official tasks and

responsibilities or role of the provincial units. So the assessment covers both internal and external to the unit itself. Previous assessment papers can be utilized for this purpose;

- b. review outputs from SEDFs 1 and 2 highlighting its (in)consistencies (strengths and weaknesses) relative to the Project's sustainable development concepts;
- c. progress reports; and
- d. strategies to be adopted for 1994.

4. Outputs

The Workshop shall be able to come up with the following outputs, namely: (a) unit performance assessment; and (b) 1994 consolidated Project facilitating plan.

5. Mechanics of the Workshop

The mechanics of the workshop will include the following:

- a. each unit, from the NPD to the PPMD will present its assessment papers followed by an open forum;
- b. supporting visual aids during the presentation is very much appreciated;
- c. workshop brainstorming sessions; and
- d. resource persons outside of the Project will facilitate as well as integrate the outputs of the workshop.

6. Date and Venue

This is a two-day workshop which will be held at the National Project Office on December 20-21, 1994.

7. Estimated Budget

- a. Board
 - 25 persons x 200/day x 2 days = P10,000.00
- b. Materials and Logistics = 2,500.00

TOTAL

P12,500.00

