



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

DENR SPECIAL ORDER
NO. 68
Series of 1993

1 JAN 26 1993

SUBJECT: Conduct of Project Managers' Workshop
of DENR Foreign-Assisted Projects (FAPs)

In the interest of the service, the following DENR officials/employees are hereby authorized to attend a two-day Project Managers' Workshop on February 11-12, 1993 at the Imus Sports Center, Imus, Cavite to formulate an over-all training schedule for on-going FAPs; to review and assess the performance of foreign-assisted projects; and to discuss with DENR authorities issues and problems encountered affecting project implementation.

A. DENR Panel

1. Secretary
2. Undersecretary for NRM and Field Operations Office
3. Undersecretary for Environment and Research
4. Asst. Secretary for Management Services
5. Head Executive Assistant
6. Director, Financial Management Service
7. Acting Director, PCMS, FASPO
8. Acting Director, PDPS, FASPO
9. Chief, Budget Division
10. OIC, PCD, PCMS, FASPO
11. OIC, PAMD, PCMS, FASPO
12. OIC, PPD, PDPS, FASPO
13. OIC, PED, PDPS, FASPO

B. REGIONAL EXECUTIVE DIRECTORS

- | | |
|-------------|---------------|
| 1. Region 1 | 8. Region 8 |
| 2. Region 2 | 9. Region 9 |
| 3. Region 3 | 10. Region 10 |
| 4. Region 4 | 11. Region 11 |
| 5. Region 5 | 12. Region 12 |
| 6. Region 6 | 13. CAR |
| 7. Region 7 | 14. NCR |

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C. PROJECT MANAGERS/PROJECT DIRECTORS/PROJECT LEADERS

C.1 On-Going FAPs

1.	(Maximo Soriano)	Project Manager, IRMP
2.	Emilio Rosario	Project Director, BRDP
3.	Ricardo Serrano	Project Director, POP-IEC
4.	Lino Domingo	Proj. Mgr., AIADP (DENR Comp.)
5.	Beatriz Dar	Proj. Mgr., FSP (DENR Comp.)
6.	Hilda Hamoy	Project Manager, LDAP
7.	Ibarra Poliquit	Project Manager, DFN
8.	Crisologo Tagupa	Project Director, CUP
9.	Amelia Supetran	Project Officer, HRD Project
10.	Gerardo Ortega	Project Manager, CFI
11.	Leila Peralta	OIC, Project Director, LIUCP
12.	Manuel Marquez	Proj. Mgr., LIUCP, Min. Or.
13.	Nicanor Sapla	Proj. Mgr., LIUCP, Min. Occ.
14.	Rosalio Goze	Prog. Coordinator, ENR-SECAL
15.	Jose Regunay	Deputy Prog. Coord., ENR-SECAL
16.	Oscar Suguitan	Project Director, PFDPIN
17.	Marissa David	Project Manager, IEMP
18.	Jesus Sarile	Project Manager, NRMP
19.	Allan Gonzales	Project Manager, BIPP
20.	Bresilda Gervacio	Project Manager, NRMDP
21.	Juanito Lamanilao	Project Manager, FSL
22.	Bienvenido Dolom	Project Coordinator, LOA
23.	Raymundo Crisostomo	Project Director, SPIADP
24.	Felix Pascua, Jr.	Project Manager, PRRP
25.	Ma. Victoria Ricaña	Project Manager, IPCC
26.	Erlinda Gonzales	Project Leader, ESL

C.2 Completed FAPs


1.	Arnulfo Hernandez	Project Manager, DFMP
2.	Reynaldo Bayabos	Deputy Proj. Dir., UNDP-SISFP

D. TECHNICAL STAFF/SECRETARIAT

1.	Jeslina Gorospe	Over-all Coord. (Technical)
2.	Reynaldo Molina	In-Charge (Physical/Admin.)
3.	Myrna Gumangan	Rapporteur
4.	Conrado Bravante	Rapporteur
5.	Belen Sotalbo	Rapporteur
6.	Israel Inocencio	Rapporteur
7.	Rainier Valera	Rapporteur
8.	Leah Santiago	Rapporteur
9.	Lorna Merioles	Rapporteur
10.	Ma. Rosalina Velasco	Data Encoder

D. SUPPORT STAFF

1.	Nelita Tabbada
2.	Alma Pelobello
3.	Erlinda Ayap
4.	Merly Tomilluso
5.	Drivers



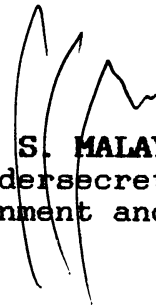
Travelling expenses and other incidental costs incurred during the workshop shall be shouldered by the participating projects (Cost estimate and project-sharing attached as ANNEX A) charged against the funds of their respective offices subject to the usual accounting and auditing rules and regulations. The Project Managers concerned are hereby authorized to prepare cash advance as payment for project share specified in Annex A.


This Order shall take effect on the date herein specified.


ANGEL C. ALCALA
Secretary

Recommending Approval:


RICARDO M. UMALI
Undersecretary for
NEM & Field Operations


BEN S. MALAYANG III
Undersecretary for
Environment and Research


MANUEL E. GONZALES, JR.
Assistant Secretary
for Management Services

PROJECT MANAGERS' WORKSHOP-MEETING FOR DENR FOREIGN-ASSISTED PROJECTS

RATIONALE

Memorandum Circular No. 2, series of 1989 institutionalized the conduct of a regular review of the performance of DENR's FAPs. Since then, a series of Project Managers' Meetings have been conducted, the latest of which was held in August 15, 1992.

It is during this Meeting that the accomplishments and performance of FAPs are reviewed and assessed altogether. This occasion has become the venue for animated interaction through the exchange of ideas and experiences and the establishment of rapport between and among the project implementing units and the DENR management --- both from the field level and the Central Office.

For this purpose, it is a well-opportuned time to conduct the first Project Managers' Meeting for the year to provide an appropriate avenue for the project managers to present their respective projects among its peers and to the DENR management, especially for the new and incoming officials, for them to be acquainted with the different DENR FAPs.

I. OBJECTIVE

1. To provide regular access and interaction among the project implementing units and the DENR Management;
2. For the REDs to be well-versed with the FAPs implemented in their respective regions;
3. To review and assess the performance status of FAPs;
4. To identify and recommend solutions to problems and constraints seriously affecting project implementation, management/administration, monitoring and coordination;
5. To assess the roles and responsibilities assigned to concerned officials in FAPs implementation;
6. To be aware of the services-delivery and other expectations from the project by the DENR management and vice versa; and
7. To resolve other outstanding issues raised in the previous workshop/meetings.

II. MECHANICS

The workshop-meeting shall be conducted for two (2) consecutive days.

The first day, February 11 (Thursday) shall be attended by the project managers of on-going FAPs, selected FASPO Desk Officers, FASPO-PCMS officials and the concerned Regional Executive Directors.

The project managers and REDs shall be grouped into seven (7) clusters: 5 clusters for the PMs and 2 clusters for the REDs. Each cluster shall elect their cluster leader who would guide the flow of discussions. The cluster discussion shall focus directly on issues/problems/constraints affecting project operations and the clarification of roles/responsibilities/expectations from the different implementing units in relation to the overall thrusts of the Department. It is expected that the recommendations to address said problems are identified by the end of this exercise.

Likewise, strategies employed to address similar problems and lessons learned by the projects shall also be discussed. This exercise is expected to thresh out problems that can be resolved at the REDs level and come-up with key decisions, agreements and commitments regarding the issues and constraints presented. Each cluster output shall be presented by the cluster leader for comments/recommendations of the other clusters.

Finally, the workshop participants shall elect 2 chairmen, one representing the project managers and the other representing the REDs. These chairmen shall present the consolidated workshop outputs to the DENR management on the third day.

Selected FASPO Desk Officers shall act as workshop rapporteurs.

The selected rapporteurs are expected to assist in the documentation of issues and agreements made in their respective workshop groups. All notes shall be forwarded to the Secretariat for consolidation soon after the workshop proper.

The DENR top management/officials shall join the workshop participants on the 2nd day as panelists.

On the second day, February 12 (Friday), a visual presentation of FAPs accomplishments shall highlight the day's activities. Selected FAPs, representing the FAPs major Key Result Areas (KRAs) shall likewise present their accomplishments. However, all projects are expected to be ready with their respective accomplishment reports.

Afterwhich, the PMs and REDs, through their designated leaders, shall present their workshop outputs and the agreements made during the first day.

The OIC Service Chief, PCMS shall act as the moderator.

III. GROUPINGS OF PARTICIPANTS

- Cluster 1: PMs (Agrofor./Refo./Forest Protection-related)
- Cluster 2: PMs (Community-Based/ISF-related)
- Cluster 3: PMs (Watershed Rehab./Resource Mgt.-related)
- Cluster 4: PMs (Environmental-related)
- Cluster 5: PMs (Training/Research-related)
- Cluster 6: REDs (Regions 1, 2, 3, 4, 5, NCR and CAR)
- Cluster 7: REDs (Regions 6, 7, 8, 9, 10, 11, 12)

IV. SECRETARIAT

The staff of the Project Coordination Division, FASPO shall act as the Secretariat.

V. FINANCIAL REQUIREMENTS

Travelling expenses shall be charged against the funds of the respective offices of the participants. Other expenses shall be shouldered by the projects concerned.

PROJECT MANAGERS' WORKSHOP
11-12 February 1993

TENTATIVE PROGRAM OF ACTIVITIES

February 10, Wednesday

Arrival of Secretariat/Participants

Day 1 (February 11, Thursday)

Morning

8:00 - 8:20	Registration	Secretariat
8:20 - 8:30	Pambansang Awit/Invocation	Lindy Gorospe
8:30 - 8:45	Welcoming of Newly Arrived Participants	Acting Director, PCMS, FASPO
8:45 - 9:00	Self-Introduction of Participants	REDS/PMs/Other Participants
9:00 - 9:30	Workshop Objectives and Mechanics	Acting Director, PCMS, FASPO
9:30 - 10:00	B R E A K	
10:15 - 12:00	Workshop Proper <ul style="list-style-type: none">o Proj. contribution to DENR thrustso Issues/problems relative to proj. implementationo Expectations from other DENR unitso Commitments/Agreements	REDS/PMs/Rapporteurs
12:00 - 1:30	L U N C H B R E A K	

Afternoon

1:30 - 3:00	Continuation of Workshop	
3:00 - 3:30	B R E A K	
	Presentation of Workshop Cluster Output	
3:30 - 3:45	Cluster 1 (PMs)	Cluster Leader
3:45 - 4:00	Cluster 2 (PMs)	Cluster Leader
4:00 - 4:15	Cluster 3 (PMs)	Cluster Leader
4:15 - 4:30	Cluster 4 (PMs)	Cluster Leader
4:30 - 4:45	Cluster 5 (PMs)	Cluster Leader
4:45 - 5:00	Cluster 6 (REDS)	Cluster Leader
5:00 - 5:15	Cluster 7 (REDS)	Cluster Leader
5:15 - 7:00	OPEN FORUM	Acting Director, PCMS, FASPO (Moderator)
7:30	D I N N E R	

Day 2 (February 12, Friday)

Morning

8:00 - 8:30	Registration	Secretariat
8:30 - 8:45	Welcoming of Newly Arrived DENR Officials	Acting Director PCMS, FASPO
8:45 - 9:00	Self-Introduction of PMs to DENR Officials	Project Managers/ Proj. Directors
9:00 - 9:30	Presentation of Overall FAPs Accomplishments	Acting Director PCMS, FASPO
9:30 - 10:00	B R E A K	
	Presentation of Selected FAPs	
10:00 - 10:20	Project A	PFDPIN
10:20 - 10:40	Project B	UNDP-ISF
10:40 - 11:00	Project C	FSP
11:00 - 11:20	Project D	DFM
11:20 - 11:40	Project E	SPIADP
11:40 - 12:00	Project F	LIUCP
12:00 - 1:30	L U N C H B R E A K	

Afternoon

1:30 - 1:50	Project G	BRDP
1:50 - 2:10	Project H	NRMDP
2:10 - 2:25	Presentation of Consolidated Workshop Outputs	Chairman, PM
2:25 - 2:40	Presentation of Consolidated Workshop Outputs	Chairman, RED
2:40 - 3:00	Presentation of Agreements Made	Acting Director PCMS, FASPO
3:00 - 3:30	B R E A K	
3:30 - 5:30	OPEN FORUM	Acting Director PCMS, FASPO (Moderator)
5:30 - 5:45	Closing Remarks	Secretary
6:30	DINNER / COCKTAILS	

Master of Ceremonies: Ms. Sarah Jane C. Tabing

GROUPING OF PARTICIPANTS
(By KRA)

CLUSTER 1:
AGROFORESTRY/REFORESTATION/
FOREST PROTECTION-related Projects

1. PFDPIN
2. FSL
3. BIPP
4. ENR-SECAL
5. DFNSP

Rapporteur: Leah Santiago

CLUSTER 2:
COMMUNITY-BASED/ISF-related
Projects

1. IRMP
2. POP-IEC
3. CUP
4. LIUCP
5. LOA

Rapporteur: Conrado Bravante

CLUSTER 3:
WATERSHED REHAB./COASTAL RESOURCES
MANAGEMENT-related Projects

1. AIADP
2. SPIADP
3. FSP
4. NRMDP
5. NRMP

Rapporteur: Lorna Merioles

CLUSTER 4:
ENVIRONMENTAL-related Projects

1. IPCC
2. IEPCP/IEMP
3. PRRP
4. ESL
- 5.

Rapporteur: Belen Sotalbo

CLUSTER 5:
RESEARCH/TRAINING-related Projects

1. BRDP
2. LDAP
3. UNDP-HRD
4. CFI
- 5.

Rapporteur: Israel Inocencio/Jeslina Gorospe

CLUSTER 6:
REGIONAL EXECUTIVE DIRECTORS

1. Region 1
2. Region 2
3. Region 3
4. Region 4
5. Region 5
6. NCR
7. CAR

Rapporteur: Myrna Gumangan/
Sally Velasco

CLUSTER 7:
REGIONAL EXECUTIVE DIRECTORS

1. Region 6
2. Region 7
3. Region 8
4. Region 9
5. Region 10
6. Region 11
7. Region 12

Rapporteur: Rainier Valera/
Rey Molina