



Republic of the Philippines  
DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

FEB 10 1994

DENR SPECIAL ORDER )  
No. 165 :  
Series of 1993 )

SUBJECT : Amending DENR Special Order No. 185 Series of 1991 re: Creation of the Agency Technical Committee of the Upland Development Program.

1. In the interest of the service and in order to fully utilize the information and lessons generated by the Ford Foundation-assisted Upland Development Program and other community-based upland development/social forestry projects, the Agency Technical Committee (ATC) is hereby created to perform the following functions:

- a) Provide policy and technical support to the UDWG in the performance of its functions.
- b) Provide technical support to the RUDC and participating communities involved in the implementation of people-oriented forestry programs (POFP)..

2. The ATC based in the Social Forestry Division, FMB shall be composed of the following:

Chief, Social Forestry Division (SFD) and UDWG Executive Secretary	-	Chairman
Deputy Executive Secretary, UDWG	-	Vice Chairman
SFD Section Chiefs and Chairperson of Subcommittees	-	Members
Representative(s) of Resource Institutions	-	Members

3. In coordination with and under the guidance of the Upland Development Working Group (UDWG), the Agency Technical Committee, through the sub-committees being created in the different sections of the Social Forestry Division, shall in addition to the regular activities of the division perform the following activities:

### **Upland Community Management Section**

- a) Reviews and refines participatory ISF handbooks for forest communities;
- b) Develops and recommends turn-over guidelines for POFP;
- c) Conducts and reviews training needs assessment and develops training syllabi/design for the development of program clientele and SFD personnel;
- d) Plans, organizes and conducts gender sensitivity training and other related trainings on organization development and management;
- e) Performs such other related functions that may be assigned by higher authority;

### **Program Development Section**

- a) Reviews various lessons and experiences gained in the POFP/projects;
- b) Reviews, refines and develops field strategies, methodologies and tools for participatory community planning;
- c) Plans, organizes and conducts the workshop designed to generate lessons from field experiences in implementing POFP/projects;
- d) Spearheads the preparation and packaging of the community resources management plan and its information;
- e) Performs such other related functions that may be assigned by higher authority.

### **Agroforestry Development Section**

- a) Assists in the packaging and transfer of agroforestry and other land development technologies;
- b) Reviews various lessons and experiences gained, in the POFP/projects;

- c) Assists in the refinement of field strategies, methodologies and tools on the development of agroforestry briefing materials;
- d) Assists in the planning and conduct of regional workshops on the production of Regional Agroforestry Technology Information Kit (RATIK) and distance learning approach.
- e) Performs such other related function that may be assigned by higher authority.

#### **Forest Livelihood Development Section**

- a) Prepares guidelines in the development of forest-based livelihood projects;
- b) Develops and recommends strategies for the marketing of forestry/agroforestry - based products;
- c) Develops and recommends financing schemes for agroforestry and forestry-based livelihood projects;
- d) Coordinates and establishes linkages with other government and private agencies involved in the livelihood development;
- e) Performs such other functions that may be assigned by higher authority.

4. The Program Support Staff shall provide the necessary administrative, coordinative, and technical services to the ATC and its subcommittees. Specifically, the PSS shall perform the following functions:


- a) Assists in the conduct of the ATC analysis group workshop;
- b) Assists in the development of tools (planning, assessment, implementing) and other information materials for POFP implementors and participants;
- c) Assists in the preparation and conduct of workshops and training programs for project implementors and participants;
- d) Provides technical assistance/support to project implementors and beneficiaries;

- e) Disseminates POFP lessons generated from POFP;
- f) Spearheads the conduct of the Community Organizing Strategizing Team (COST) workshop;
- g) Provides logistical support to program and project implementors;
- h) Provides financial management support; and
- i) Reviews and monitors the implementation of resource institutions' activities.

5. The ATC can also invite other DENR personnel who possess the needed technical skills, good records and willingness to work/cooperate with teams, from the different POFP/projects as members in its different subcommittees. Representative(s) of resource institutions shall likewise be invited to participate in any of the sub-committee activities.

6. The Program shall provide the DENR-ATC and Subcommittee members reasonable attendance allowance, travelling allowance and other allowable expenses in the performance of their functions.

7. This order shall take effect immediately.

  
ANGEL C. ALCALA  
Secretary