



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, Quezon City  
Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52  
929-66-20 • 929-66-33 to 35  
929-70-41 to 43

JUN 23 2004

**DENR Special Order**

No. 435  
Series of 2004

**SUBJECT: Creation of a Project Steering Committee and Project Implementation/Management Team (PI/MT) for ITTO PD 225/03 Rev. 1 (F) entitled "Adoption and Implementation of an Appropriate System of Criteria and Indicators for the Philippines".**

In the interest of the service and in order to ensure the effective and efficient implementation of the above-mentioned ITTO-funded project, a Project Steering Committee (PSC) and Project Implementation/Management Team (Pi/MT) are hereby created and shall be composed of the following:

**A. Project Steering Committee (PSC)**

Chair : Director, Forest Management Bureau  
Co-Chair : Director, Policy and Planning Service  
Members : Assistant Director, Forest Management Bureau (FMB)  
Director, Protected Area & Wildlife Bureau (PAWB)  
Director, Ecosystems Research & Development Bureau (ERDB)  
Representative, Philippine Wood Products Authority (PWPA)  
Representative, Non- Government Organization (NGO)  
Representative, Surigao Development Corporation  
President, NPPFRDC  
Representative, ITTO

The PSC shall have the following functions:

1. Provide over all policy directions for the implementation of the C & I project;
2. Ensure the institutionalization and/or adoption of C & I for Sustainable Forest Management; (SFM) in the Philippines through the passage of appropriate policies and guidelines;
3. Evaluate, define and guide project activities in close consultation with ITTO.
4. Meet at least twice a year depending on the results and progress of project implementation.

The PSC may call on representatives from other government agencies, as the need arises.

**B. Project Implementation/Management Team (PI/MT)**

A Project Implementation/Management Team (PI/MT) responsible for the implementation of project activities shall be created under the Office of the Director, FMB. It shall be headed by the **Bureau Director as the Project Director** and shall be assisted by a **Deputy Project Director**. The PI/MT shall be composed of regular and project hired staff that shall ensure a

focused implementation to attain project objectives and outputs and to comply with various commitments to ITTO.

Specifically, the PI/MT shall perform the following functions:

1. Mapped out project activities in close collaboration with pilot forest management units;
2. Coordinate implementation of activities with concerned FMB and DENR units and other stakeholders;
3. Facilitate the preparation of reports and other documents required by ITTO and oversight agencies;
4. Facilitate the preparation of work and financial plan and other requirements and ensure that the project targets and other deliverables are accomplished on time;
5. Serve as the Secretariat of the NC&I-SC;
6. Perform other functions as maybe assigned by the management.

**Forester Nonito M. Tamayo**, Supervising Forest Management Specialist, FMB, is hereby designated as the **Deputy Project Director**. As such, For. Tamayo shall supervise the day to day management of the PI/MT and ensure that all activities are implemented as scheduled and commitments with the ITTO are met.

**Ms. Lisette G. Monteno**, Project Evaluation Officer III, FMB, is hereby designated as the **Planning Officer** of the project. She shall ensure that activities are carried out in accordance with ITTO approved plan.

In the performance of its functions, the Project Implementation/Management Team may call upon representatives from other technical divisions of the FMB, other Bureaus and concerned stakeholders in the forest management sector as the implementation of the project progresses.

All expenses to be incurred in the performance of the above-functions responsibilities shall be charged against the C & I project funds subject to the usual accounting and auditing rules and regulations.

This order shall take effect immediately.

*Recommending Approval:*

  
**ROMEO T. ACOSTA**  
Director, FMB

*Approved:*

  
**ELISEA G. GOZUN**  
Secretary