



Republic of the Philippines
Department of Environment and Natural Resources

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SPECIAL ORDER

No. 2021 - 447

SUBJECT:

CREATION OF THE INTER-MINISTRY COMMITTEE (IMC), NATIONAL TECHNICAL WORKING GROUP (NTWG), SPECIALIZED EXECUTING AGENCIES (SEA), AND PROJECT MANAGEMENT UNIT (PMU) FOR THE PROJECT “IMPLEMENTING THE STRATEGIC ACTION PROGRAMME FOR THE SOUTH CHINA SEA AND GULF OF THAILAND” (SCS SAP)

In the interest of the service and in order to ensure the efficient and effective implementation of the UNEP/GEF-funded project entitled “Implementing the Strategic Action Programme for the South China Sea and Gulf of Thailand” (SCS SAP), an Inter-Ministry Committee (IMC), National Technical Working Group (NTWG), Specialized Executing Agencies (SEAs), and Project Management Unit (PMU) are hereby created with members and functions, as follows:

I. Representatives to the Inter-Ministry Committee (IMC)

A. Composition

Chair: DENR Secretary

Alternate: DENR Undersecretary for Policy, Planning and International Affairs

B. Functions

1. Assume overarching responsibility for the execution of national level activities;
2. Provide strategic directions and guidance for implementation of the project towards achievement of project outputs and outcomes;
3. Approve the Project Operations Manual, annual progress reports, work-plans and budgets, and as needed, any essential deviations from the original plans and budgets for subsequent endorsement to funding institution; and
4. Provide guidance on post-project sustainability, institutional and financial arrangements, keeping in view the recommendations of external reviews.

II. National Technical Working Group (NTWG)

A. Composition

Chair: Director, DENR- Biodiversity Management Bureau

Wetlands

Chair: Director, DENR-BMB

Alternate: Chief, Caves, Wetlands and Other Ecosystems Division (BMB- CaWED)

Economic Valuation

Chair: Undersecretary/ National Statistician and Civil Registrar General, Philippine Statistics Authority (PSA)

Alternate: Assistant National Statistician, PSA

Land-Based Pollution

Chair: Director, DENR- EMB

Alternate: Assistant Director, DENR-EMB

B. Functions

1. Assume overall responsibility for the execution of the national-level activities in their respective components and as indicated in the Philippine NIR;
2. Nominate a National Focal Point to (a) act as the main point of contact with the SCS SAP Implementation Unit and UNEP; (b) act as Chair of the his/her respective National Committee; and (c) act as a member of NTWG;
3. Prepare and facilitate endorsement, for the IMC, quarterly costed work plans to guide the execution of national and site-based activities of the project;
4. Prepare annual progress reports in their respective components on national-level activities and results of efforts to meet SAP targets;
5. Prepare and submit quarterly progress reports, expenditure reports, and cash advance requests for endorsement by the IMC and subsequent submission to the National Project Director of the SCS-SAP Implementation Unit;
6. Lead national-level efforts to secure co-financing committed to this project and to leverage additional funding required to replicate and scale-up best practices in coastal and marine environmental management generated through this project;
7. Each component of SEA shall identify its members, as may be necessary, in the performance of its functions; and
8. Undertake other relevant tasks as provided by the Project NTWG.

IV. Project Management Unit

A Project Management Unit (PMU) shall be created at the Biodiversity Management Bureau in accordance with the Project Document and will work closely with the NTWG and SEAs in the implementation of the project from its inception to its conclusion.

The PMU shall be in-charge of the day-to-day operation of the project. Specifically, the PMU shall perform the following roles and responsibilities:

1. Ensure that the project meets its budgetary and performance obligations, and that at all times the lines of communication between the executing agency, implementation team and beneficiaries are well maintained and accessible;
2. Provide project management guidance, systems and standards in the project execution;
3. Act as the secretariat of the NTWG;
4. Consolidate and process reports from the NTWG and SEAs;
5. Attend relevant meetings as necessary; and

6. Perform other tasks as provided by the IMC and NTWG.

Expenses incurred in the performance of the tasks under this Special Order shall be charged against the SCS-SAP Project funds subject to the existing government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force for the duration of the Project or until revoked in writing.



ROY A. CIMATU
Secretary

