



Republic of the Philippines
Department of Environment and Natural Resources
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SPECIAL ORDER

No. 2021- 654

NOV 22 2021

SUBJECT : CREATION OF A NATIONAL PROJECT COORDINATION TEAM AND LOCAL PROJECT MANAGEMENT TEAM FOR THE SOCIO-CULTURAL MAPPING AND DOCUMENTATION IN ASEAN HERITAGE PARKS SPECIAL PROJECT

In the interest of the service and in order to strengthen the conservation and protection of biodiversity in the ASEAN Heritage Parks (AHPs), a National Project Coordination Team (NPCT) and a Local Project Management Team (LPMT) are hereby created for the DENR Special Project entitled "Socio-cultural Mapping and Documentation in AHPs":

A. NPCT COMPOSITION

The NPCT shall be composed of the following:

Over-all Project Coordinator: The Assistant Director, BMB
Assistant Project Coordinator: Chief, National Parks Division

Members:

Representatives of the following:

- 1) Coastal and Marine Division, BMB;
- 2) Biodiversity Policy and Knowledge Management Division, BMB;
- 3) Caves, Wetlands and Other Ecosystems Division, BMB;
- 4) Wildlife Resources Division, BMB
- 5) Budget Unit, BMB
- 6) Accounting Unit, BMB
- 7) National Commission on Indigenous Peoples (NCIP)
- 8) National Commission for Culture and the Arts (NCCA)

Technical Adviser: Socio-Cultural Mapping and Documentation Project (SCMPD) Technical Consultant

The BMB shall invite representatives from the NCCA and the NCIP as members of the NPCT. As necessary, the NPCT may also invite resource persons to support the implementation of the project. The BMB shall also engage the services of a Technical Consultant who shall work closely with the BMB's National Parks Division and provide technical advice to the NPCT. Further, the LPMT Leaders and the Site Project Coordinators may be invited to participate in NPCT meetings to present updates including issues/concerns and challenges affecting project implementation and other relevant information.

The BMB Director shall oversee the implementation of activities and delivery of project outputs by both the NPCT and LPMT. Technical staff from the National Parks Division of BMB shall serve as the Secretariat. It shall be responsible for coordinating with all the members of the NPCT in convening meetings as well as in keeping records of all important documents such as minutes of meetings and reports.

B. NPCT FUNCTIONS

The NPCT shall have the following functions:

- 1) Ensure coordination of project activities at the national and site levels and the smooth and timely accomplishment of targets/outputs;
- 2) Provide guidance to the LPMT in the project implementation in accordance with the project goals and objectives and existing laws, rules, and regulations related to IPs/ICCs;
- 3) Provide advice and recommendations to facilitate the resolution of issues and concerns, and assist the LPMT on matters related to project implementation such as, but not limited to, coordination with IPs/ICCs, LGUs, and other stakeholders, fund downloading and utilization, availability of field experts, and implementation arrangement; and
- 4) Monitoring and evaluation of site-based and national activities including review of project reports and outputs;
- 5) Submit progress/periodic reports to the BMB Director, and the DENR FASPS; and
- 6) Other relevant functions as may be assigned by the BMB Director.

C. LPMT Composition

In pursuit of the implementation of the project, a Local Project Management Team shall be created for each of the project sites to be composed of the following:

- 1) Project Team Leader: Chief, Conservation and Development Division, concerned DENR Regional Office

The Project Team Leader (PTL) shall lead the implementation and monitoring of the project activities at the site level. She/he shall orient the members of the team about the project targets and deliverables including their respective roles and responsibilities in the team. For Regions with more than one (1) project sites, the PTL shall also act as the regional coordinator.

- 2) Site Project Coordinator: Protected Area Superintendent (PASu), concerned PA

The Site Project Coordinator (SPC) shall ensure that the site-based activities are consistent with the project goals and objectives, properly coordinated and timely accomplished. Further he/she shall organize and convene the members of the mapping and documentation team and the identified partners.

The SPC shall monitor the mapping process and seek the assistance of concerned departments in updating and/or maintaining the socio-cultural database.

- 3) Mapper
- 4) Documenter

The Mapper and the Documenter shall oversee and guide the team members in the collection, analysis and consolidation of socio-cultural data as well as in the production of cultural resource mapping outputs within the agreed timelines.

- 5) Facilitator

The Facilitator shall provide logistical assistance to the socio-cultural mapping team.

- 6) One IP PAMB representative

The IP representative shall support in the coordination with concerned IPs/ICCs as well as provide inputs and recommendations during the various phases of the project.

D. LPMT FUNCTIONS

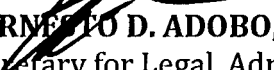
The LPMT shall have the following functions:

- 1) As the identified core mapping and documentation team, the LPMT shall ensure, strengthen, and support the preservation and enrichment of IKSPs. It shall identify and record the distinct socio-cultural resources in their relation to biodiversity conservation in their respective AHPs;
- 2) The team members shall participate in fieldwork during the data-gathering phase and regularly monitor the implementation of the project;
- 3) Prepare progress reports including list of issues and concerns that they have encountered and present to the PAMB and the NPST as necessary; and
- 4) Other functions as deemed necessary to ensure the implementation of the project.

The PASu as the Site Project Coordinator shall identify the members of the LPMT as provided above and submit the names to the BMB through the concerned Regional Executive Directors.

All expenses to be incurred in the conduct of the activities of the NPCT and LPMT shall be charged against the BMB funds, while expenses by the LPMT shall be charged against their respective project funds, subject to the usual accounting and auditing rules and regulations.

This Order shall take effect immediately.


ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary for Legal, Administration,
Human Resources, and Legislative Affairs

