

Republic of the Philippines  
**Department of Environment and Natural Resources**

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**Special Order**  
No. 2021-661

**SUBJECT : CREATION OF THE PROJECT STEERING COMMITTEE (PSC), INTER-AGENCY TECHNICAL WORKING GROUP (ITWG), NATIONAL PROJECT COORDINATING UNIT (NPCU), AND REGIONAL PROJECT MANAGEMENT COMMITTEE (RPMC) FOR THE PHILIPPINES SUSTAINABLE INTERVENTIONS FOR BIODIVERSITY, OCEANS AND LANDSCAPES (SIBOL) PROJECT**

In the interest of the service and to ensure the efficient and effective implementation of the USAID-funded project entitled, “Philippines Sustainable Intervention for Biodiversity, Oceans and Landscapes (SIBOL),” a Project Steering Committee (PSC), Inter-agency Technical Working Group (ITWG), National Project Coordinating Unit (PCU), and Regional Project Management Committee (RPMC) are hereby created with members and functions, as follows:

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

**A. Composition**

Chairperson: Undersecretary for Policy, Planning and International Affairs, Department of Environment and Natural Resources

Co-Vice Chairpersons: Director, Biodiversity Management Bureau (DENR-BMB)

Director, Department of Agriculture-Bureau of Fisheries and Aquatic Resources (DA-BFAR)

Members (members of the PSC shall be composed of at least Director level or its equivalent):

1. National Commission on Indigenous People (NCIP)
2. National Economic Development Authority (NEDA)
3. Palawan Council for Sustainable Development (PCSD)
4. Chief, Environment Office, United States Agency for International Development
5. Chief of Party, SIBOL
6. DENR - Forest Management Bureau (DENR-FMB)
7. DENR - Policy and Planning Service (DENR-PPS)
8. DENR - Foreign-Assisted and Special Projects Service (DENR-FASPS)
9. DENR - Knowledge and Information Systems Service (DENR-KISS)
10. DENR - Environmental Law Enforcement and Protection Service (DENR-ELEPS)
11. DENR Regional Office III
12. DENR Regional Office MIMAROPA
13. DENR Regional Office XIII

**B. Functions of the PSC**

The PSC’s main function is to provide overall guidance and direction to ensure the effective implementation of the SIBOL project. Specifically it shall:

1. Provide strategic directions and guidance for implementation of the project towards achievement of project outputs and outcomes;
2. Provide guidance and support for the resolution of project-related issues and concerns;
3. Endorse annual work plans to USAID;
4. Provide guidance on post-project sustainability and mainstreaming of project interventions;
5. Promote synergy with other country initiatives to maximize benefits, reduce cost, and avoid redundancy; and
6. Support the overall project communication strategy by providing leadership and guidance on key messaging in the various communication platforms that will be employed.

The PSC shall meet every semester or as deemed necessary.

## **II. Inter-agency Technical Working Group (ITWG)**

### **A. Composition**

Chairperson: Assistant Director, BMB

Vice Chairperson: Chief, National Parks Division, BMB

Members:

1. Chief, Environment and Natural Resources Accounts Division, Philippine Statistics Authority (PSA)
2. Chief, Fisheries Resources Management Division, DA-BFAR
3. Chief, Department of Tourism (DOT) (Division Chief/Unit Head Level)
4. NCIP (Division Chief/Unit Head Level)
5. PCSD (Division Chief/Unit Head Level)
6. Deputy Chief of Party, SIBOL
7. Chief, Biodiversity Policy and Knowledge Management Division, BMB
8. Chief, Caves, Wetlands and Other Ecosystems Division, BMB
9. Chief, Coastal and Marine Division, BMB
10. Chief, Wildlife Resources Division, BMB
11. Chief, Forest Policy, Planning and Knowledge Management Division, FMB
12. Chief, Forest Resources Conservation Division, FMB
13. Chief, Planning and Programming Division, DENR-PPS
14. Chief, Program Monitoring and Evaluation Division, DENR-PPS
15. Chief, Project Management Division, DENR-FASPS
16. Chief, Project Monitoring and Evaluation Division, DENR-FASPS
17. Chief, Statistics and Data Resource Management Division, DENR-KISS
18. Chief, Environmental Law Enforcement Division, DENR-ELEPS
19. Concerned PASUs of DENR Regions III, MIMAROPA and XIII

### **B. Functions:**

The ITWG shall perform specific tasks, as follows:

1. Assist the PSC in fulfilling its oversight responsibilities on specific technical matters;
2. Provide valuable inputs and technical assistance in areas of strategic importance to the project; and
3. Review and/or evaluate work plans, project reports and outputs/deliverables, and make necessary recommendations to the PSC.

The ITWG shall meet every quarter or as deemed necessary.

### **III. National Project Coordinating Unit (NPCU)**

#### **A. Composition:**

The National Project Coordinating Unit (NPCU) for SIBOL Project shall be lodged at the BMB through the National Parks Division and shall be supported by sufficient number of staff from the SIBOL Team. The NPCU shall be under the oversight of the BMB Director.

#### **B. Functions:**

1. Coordinate activities in support of the project;
2. Submit reportorial requirements to concerned oversight offices/agencies;
3. Provide guidance and assistance in organizing activities, workshops and training courses of the Project;
4. Serve as repository of all project information and documents;
5. Make available all information and documents necessary for the accomplishment of the objectives of SIBOL; and
6. Act as Secretariat to the PSC and ITWG.

### **IV. Regional Project Management Committee (RPMC)**

#### **A. Composition**

Chairperson: Regional Executive Director, DENR  
Co-Chairperson: Governors of concerned provinces

Members:

1. BFAR Regional Offices concerned
2. National Commission on Indigenous People Provincial Offices concerned
3. Environment and Natural Resources Office or equivalent office of Provincial Governments concerned
4. Civil Society Organizations concerned
5. Site Team Leads, SIBOL
6. DENR Provincial Environment and Natural Resources Offices concerned
7. DENR Community Environment and Natural Resources Offices concerned
8. Conservation and Development Division of DENR Regions III, MIMAROPA and XIII
9. Enforcement Division of DENR Regions III, MIMAROPA and XIII
10. Planning and Management Division of DENR Regions III, MIMAROPA and XIII

#### **B. Functions:**

The RPMC's main function is to provide guidance at the regional and local levels.

1. Provide advice at regional and local levels;
2. Review the accomplishments and deliverables of the Project under their administrative jurisdictions; and
3. Ensure that project activities and accomplishments are properly coordinated, documented and reported.

The RPMC shall meet every quarter or as deemed necessary.

The concerned DENR Regional Offices shall designate their own focal field units as PCUs (Field PCUs) through Special Orders signed by their respective Regional Executive Directors (REDs). The Field PCUs shall be supported by sufficient number of staff from the SIBOL Site Teams. All communications by the SIBOL Team to the Field PCUs, other Government Agencies, and stakeholders, shall be coursed through the National


PCU.

The BMB and FASPS shall be furnished a copy of the signed Regional Special Orders.

The above PSC and ITWG may invite other DENR personnel and agencies with critical roles for specific activities in the performance of their tasks. Likewise, they are authorized to create Sub-Committee or Thematic Groups, as necessary, to ensure that the objectives of the project are achieved.

All related expenses to be incurred in the implementation of this Order shall be charged against the Project's funds subject to the existing 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

