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**Special Order**  
No. 2021 - 676

**SUBJECT: CREATION OF THE PROJECT MANAGEMENT COMMITTEE (PMC), INTER-AGENCY TECHNICAL WORKING GROUP (IATWG) AND PROJECT MANAGEMENT TEAM (PMT) AND OTHER STRUCTURES FOR THE RESPONSIBLE LAND GOVERNANCE IN MINDANAO (RLGM) PROJECT**

In the interest of the service, and in order to ensure the effective and efficient implementation of the technical cooperation with the GIZ entitled, “Responsible Land Governance in Mindanao (RLGM),” a Project Management Committee (PMC), Inter-agency Technical Working Groups (IATWG), and Project Management Team (PMT) are hereby created and shall be composed of the following:

**I. PROJECT MANAGEMENT COMMITTEE**

- Chairperson: The Assistant Secretary  
Policy, Planning and Foreign Assisted and Special Projects
- Vice-Chairperson: The Principal Advisor for RLGM, GIZ
- Members: The Director, Land Management Bureau  
The Director, Forest Management Bureau  
The Director, Biodiversity Management Bureau  
The Director, National Mapping and Resource Information Authority  
The Director, Foreign Assisted and Special Projects Service

The PMC shall be the decision-making body that will provide direction, guidance and oversight for the effective implementation of the project. It shall perform the following specific functions:

- a. Provide strategic directions and guidance for implementation of the project towards achievement of project outputs and outcomes;
- b. Review and approve proposed policy guidelines that will support project implementation;
- c. Review and approve the Project’s Operations Manual, work and financial plan, and all project outputs;
- d. Provide guidance and support for the resolution of project-related issues and concerns
- e. Mainstream relevant project outputs/policies to concerned agencies.

The PMC shall invite resource persons from other offices/agencies, as necessary, to provide technical advice and support. It shall serve as a forum of exchange of information and mobilization of stakeholder support.

The PMC shall meet at least once every quarter depending on the results and progress of project implementation.

## **II. INTER-AGENCY TECHNICAL WORKING GROUP**

Chairperson: The Director, Land Management Bureau

Members: Technical Staff, Policy and Research Service, Department of Agrarian Reform (DAR) and his/her alternate  
Technical Staff, Regional Development Staff, National Economic Development Authority (NEDA)  
Technical Staff, Department of Human, Settlements and Urban Development (DSUD)  
Technical Staff, Land Registration Authority (LRA)  
Technical Staff, National Commission on Indigenous Peoples (NCIP)  
Technical Staff, National Mapping and Resource Information Authority (NAMRIA)  
Technical Staff, Mines and Geosciences Bureau (MGB)  
The Chief, Forest Land Use and Allocation Section, Forest Management Bureau (FMB)  
The Chief, National Parks Division, Biodiversity Management Bureau (BMB)  
Technical Staff, Foreign Assisted and Special Projects Service (FASPS)

The IATWG is a group of technical persons who shall assist the PMC in fulfilling its oversight responsibilities on specific technical matters. It shall perform the following functions:

- a. Review the Project Operation Manual, work plans, project reports and other outputs for endorsement to the PMC;
- b. Review project's progress, mid-term review and evaluation reports, and make recommendations for follow-up actions for timely and quality implementation
- c. Review project deliverables and outputs from consultants, and endorse the same to the N-PMC;
- d. Recommend policy guidelines regarding the introduction of new mechanisms for the project;
- e. Ensure that necessary policies and procedures exist to address technical concerns; and

The IATWG shall meet monthly or more frequently as deemed necessary to allow members to expeditiously troubleshoot problems.

## **III. PROJECT MANAGEMENT TEAM (PMT)**

Project Manager: The Director, Land Management Bureau  
Deputy Project Manager: The Assistant Director, Land Management Bureau

Technical Bodies:

1. Chief of concerned Divisions of LMB
2. GIZ Technical Team

The PMT will be responsible for the overall supervision of the project. It will perform the following functions:

- a. Initialize execution of project activities;
- b. Provide project management guidance and instruments in project executions;
- c. Ensure that necessary policies and procedures exist to address technical concerns;
- d. Recommend policy guidelines regarding the introduction of new mechanisms for the Project.

The PMT shall meet monthly or more frequently, as deemed necessary, to allow members to expeditiously troubleshoot problems; and

#### **IV. PROJECT MANAGEMENT UNIT (PMU)**

The LMB's Land Policy and Planning Division (LPPD) shall serve as the PMU. It shall be under the direct supervision of the PMT and shall perform the following specific functions:

- a. Perform periodic project monitoring and evaluation and submit reportorial requirements to concerned oversight agencies;
- b. Develop and implement the Project Operations Manual;
- c. Incorporate all expected outputs, including responsible partner outputs, into the required Project reports;
- d. Provide coordination support to the Project; and
- e. Acts as secretariat to the PMC and IATWG.

The concerned Regional Offices shall create their own Regional Implementing Team (RIPT) and Regional Steering Committee (RSC) and Inter-Agency Technical Working Groups (R-IATWG) through Special Orders signed by their respective Regional Executive Directors (REDs). Likewise, they may adopt any existing implementation structures from previous and ongoing GIZ-funded projects, provided that the LMB and Foreign Assisted and Special Projects Service (FASPS) are informed formally through writing.

All incidental expenses that shall be incurred by all units stated herein shall be charged against RLGM Funds subject to the existing accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force until revoked in writing.

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**ROY A. CIMATU**  
Secretary

