



Republic of the Philippines
Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City, 1100
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

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SPECIAL ORDER
No. 2021 - 87

SUBJECT: CREATION OF THE NATIONAL PROJECT BOARD (NPB), TECHNICAL WORKING GROUP (TWG) AND PROJECT MANAGEMENT UNITS (PMU) FOR THE PROJECT “INTEGRATED APPROACH IN MANAGEMENT OF BIODIVERSITY CORRIDORS IN THE PHILIPPINES”

In the interest of the service and to ensure the efficient and effective implementation of the GEF-UNDP funded project entitled “Integrated Approach in Management of Biodiversity Corridors in the Philippines,” a National Project Board (NPB), an Inter-Agency Technical Working Group (TWG) and a Project Management Unit (PMU) are hereby created with members and functions, as follows:

I. National Project Board (NPB)

A. Composition

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

Co-Chairperson: Undersecretary for Finance, Information Systems and Climate Change and GEF- Philippines Operational Focal Point (OFP)
Department of Environment and Natural Resources (DENR)

Members:

Members of the NPB shall be composed of at least Director level or equivalent:

1. National Economic Development Authority
2. Department of Agriculture
3. Department of Trade and Industry
4. Department of Tourism
5. National Commission on Indigenous Peoples
6. Department of Human Settlements and Urban Development
7. Department of Interior and Local Government
8. DENR Biodiversity Management Bureau
9. DENR Office of the Assistant Secretary for Policy, Planning and Foreign Assisted and Special Projects
10. United Nations Development Program
11. Civil Society Organization (CSO) Representative
12. Indigenous Peoples (IP) Representative
13. Private Sector Representative
14. League of Provinces Representative
15. Community-Based Forest Management (CBFM) National People’s Organization Federation Representative

B. Functions of the NPB

The NPB shall be the decision-making body that will provide direction, guidance and oversight for the effective implementation of the above project. Specifically, the NPB shall perform the specific tasks, as follows:

1. Provide strategic directions and guidance for implementation of the project towards achievement of project outputs and outcomes;
2. Approve annual work-plans and budgets, and as needed, any essential deviations from the original plans and budgets for subsequent endorsement to funding institution;
3. Approve the Project Operations Manual and subsequent changes, if any;
4. Provide guidance and support for the resolution of project-related issues and concerns;
5. Oversee and support the commitment for funding and other support for the project;
6. Oversee prudent and efficient use of project budgets and other resources;
7. Provide guidance on post-project sustainability, institutional and financial arrangements, keeping in view the recommendations of external reviews; and
8. Undertake other relevant tasks as provided under the Project Document.

The NPB shall meet at least annually or as the Chairperson may deem necessary.

II. Inter-Agency Technical Working Group (TWG)

A. Composition

Chairperson : Director, DENR Policy and Planning Service

Co-Chairperson : Assistant Director, Biodiversity Management Bureau

Members :

The TWG shall be composed of Assistant Director or authorized representative:

1. National Economic Development Authority
2. Department of Interior and Local Government
3. Department of Tourism
4. Department of Science and Technology
5. Department of Trade and Industry
6. Department of Agriculture
7. National Commission on Indigenous Peoples
8. Department of Human Settlements and Urban Development
9. DENR Forest Management Bureau
10. DENR Mines and Geosciences Bureau
11. DENR Ecosystems Research and Development Bureau
12. DENR Foreign-Assisted and Special Projects Service
13. United Nations Development Program
14. Indigenous Peoples (IP) Federation Representative
15. Civil Society Organization (CSO) Representative

B. Functions of the TWG

The TWG shall perform the specific tasks, as follows:

1. Assist the NPB in fulfilling its oversight responsibilities on specific technical matters;
2. Provide valuable inputs and technical assistance in areas of strategic importance to the project;

3. Review the Project Operations Manual for endorsement to the NPB;
4. Review work plans and budgets, and project reports for endorsement to the NPB;
5. Review project's progress, mid-term review and evaluation reports, and make recommendations for follow-up actions for timely and quality implementation;
6. Serve as venue for updating the project of updates from respective sectors on policies and good practices that can enhance implementation;
7. Serve as venue for communicating project learnings and good practices to the respective sectoral agencies to enhance sustainability;
8. Invite other offices or experts as resource persons as necessary; and
9. Undertake other relevant tasks as provided by the Project Board.

III. National Project Management Unit (NPMU)

A National PMU (NPMU) shall be created at the Biodiversity Management Bureau in accordance with the Project Document. The NPMU shall report to the following:

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| National Project Director: | Director, Biodiversity Management Bureau |
| Deputy Project Director: | Assistant Director, Biodiversity Management Bureau |

The NPMU shall be in charge of the day-to-day operation of the project. It shall efficiently implement the project from its inception to its conclusion.

Specifically, the NPMU 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 donor/funding agency, implementation team and beneficiaries are well maintained and accessible;
2. Provide project management guidance, systems, tools and standards in project execution;
3. Develop and implement the Project Operations Manual;
4. Consolidate and process reports from the Corridor Project Management Units;
5. Perform periodic project monitoring and evaluation and submit reportorial requirements to concerned oversight agencies;
6. Perform financial, procurement, contract and database management;
7. Hire technical and support staff;
8. Attend relevant meetings as necessary;
9. Act as secretariat to the NPB; and
10. Perform other tasks as provided by the Project Director.

IV. Corridor Project Management


The Regional Executive Director, CARAGA shall serve as the Corridor Project Director (CPD) for the Eastern Mindanao Biodiversity Corridor (Regions XI and XIII) while the Regional Executive Director, MIMAROPA shall serve as the CPD for the Mindoro Biodiversity Corridor.

In accordance with the Project Document, both CPDs shall create and supervise the operation of the Corridor Project Management Units to be lodged in the most appropriate location in their respective jurisdiction. This duty shall include the hiring of staff, and attendance to relevant meetings. They shall ensure the proper implementation of the Project Operations Manual at the corridor level, and provide support in the operation of committees and councils to be created at the corridor level, such as the Corridor Alliance Advisory Committee.

The above NPB and TWG 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-Committees or Thematic Groups 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 DENR-UNDP Project 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

