

- c. National DENR–NGO Desk – a coordinating body between the DENR and the NGOs at the DENR Central Office.
- d. Regional DENR–NGO Desk -- refers to the regional coordinating bodies between the DENR and the NGOs.
- e. Integrity – refers to not having any convictions, pending case or blatant, negative reputation as an organization, whether criminal, civil or administrative, including its Board of Directors, Trustees and key officers.

## ARTICLE 2

### Scope of Participation

Section 5. *DENR Programs with NGOs Participation.* NGOs may participate in some of the DENR programs which are existing and in the pipeline (Annex A). Typical example is the Conduct of Monitoring and Evaluation (M & E) of projects of the National Forestation Program (NFP) by NGOs.

Section 6. *Areas of Participation.* Non-governmental organizations involvement in DENR programs shall be classified into the following major activities:

- 6.1 Monitoring and Evaluation
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- 6.5 Law Enforcement
- 6.6 Community Organizing
- 6.7 Training

Section 7. *Forms of Assistance.* Forms of assistance range from manpower, technical and financial including provisions of materials and equipment depending upon the resources committed by NGOs.

## ARTICLE 3

### Accreditation, Classification and Prioritization Criteria for Selection of NGOs

Section 8. *Classification.* NGOs can be classified as follows for the purpose of initial reference:

- 8.1 Civic Organization
- 8.2 Academe-based NGOs
- 8.3 Private Foundation

- 8.4 Peoples Organization
- 8.5 Religious Organization
- 8.6 Alliances/Federations of NGOs
- 8.7 Developmental NGOs

Section 9. *Accreditation Criteria.* In order to select NGOs which can best address the most pressing needs and problems of the masses and which can respond immediately to their needs and aspirations thereby helping them to increase their confidence and self-reliance, the following accreditation criteria are hereby set:

- 9.1 Known to be with integrity and commitment to environmental and social issues
- 9.2 Reputable and socially acceptable to the concerned and/or affected community
- 9.3 Locally-based and with adequate basic resources (i.e. manpower, etc.)
- 9.4 With technical capability or can be trained if there are technical capability gaps

Section 10. *Prioritization Criteria.* In case of specific program where several NGOs are willing to participate, priority shall be given to those which are considered as strengthened organizations, which means having several years of operations in handling environmental and socially related programs and the specialization of its members in implementing such programs.

## **ARTICLE 4**

### **Accreditation Procedures**

Section 11. *Who will accredit.* The National NGO Desk shall be the main body to accredit NGOs. The Regional Desk shall recommend NGOs for accreditation. However, the National NGO desk shall consult with other relevant bodies within the DENR, outside the DENR and other government agencies, in cases where these consultations are necessary.

Section 12. *Procedures.* The DENR shall accredit prospective NGOs upon submission of the following documents:

- 12.1 Certificate of good community standing from the following, whenever applicable:
  - 12.1.0 Community Resolution involving indigenous cultural communities
  - 12.1.1 Local leaders (e.g. mayor, governor)
  - 12.1.2 Head of local religious organizations
  - 12.1.3 Other network organizations accepted by the Desk

- 12.2 Accomplished NGO Data Sheet with Organization Set-up
- 12.3 SEC Registration, if applicable
- 12.4 Audited Financial Statements, if applicable
- 12.5 Community activities undertaken

Section 13. *Duration of Processing.* The NGO Desk shall process and evaluate the documents submitted by the NGOs within two (2) weeks from the date of receipt. Notice of accreditation will be sent through mail. The Desk reserves the right to reject applicants who fails to meet the requirements or take back accreditation after due process and for cause.

Section 14. *Master List of NGOs.* A master list of accredited NGOs will be prepared and will regularly be updated for dissemination in the Regional Offices.

Section 15. *The Accreditation Procedures.* The Accreditation Procedures shall be revised depending on the experiences and lessons in the initial DENR-NGO Desk activity.

Section 16. *Sanction.* NGOs who misrepresent data shall be included in the black list which shall be regularly disseminated to the Regional Offices.

Section 17. *Effectivity.* This Order takes effect immediately.

FULGENCIO S. FACTORAN, JR.  
Secretary

Recommending Approval:

DELFIN J. GANAPIN, JR.  
Chairman  
Advisory Committee, DENR-NGO Desk

Signed on October 27, 1989

**DENR ADMINISTRATIVE ORDER**  
NO.120

**SUBJECT: General Rules and Regulations on the Participation  
of Non-governmental Organizations in the DENR  
Programs**

Consistent with the State's policy of promoting the participation of NGOs in the development process and pursuant to the Department's mandate of ensuring equitable sharing of the benefits derived from our natural resources, the following rules and regulations on the participation of NGOs in the DENR programs are hereby promulgated.

**ARTICLE I**

**Title, Policy, Objectives, Definition of Terms**

**Section 1. Title.** This administrative Order shall be known as the "General Rules and Regulations on the Participation of the NGOs in the DENR programs."

**Section 2. Basic Policy.** The DENR shall encourage and promote the participation of NGOs in natural resources development, conservation, management and protection and the enforcement of laws, rules and regulations for the sustainable development of the country's remaining natural resources for the benefit and enjoyment of the present and future generations of Filipinos.

**Section 3. Objectives**

1. To provide a system for greater DENR-NGO collaboration.
2. To ensure NGOs participation in DENR programs.
3. To provide a mechanism of accreditation of NGOs which are involved in DENR concerns.

**Section 4. Definitions :**

- a. **NGOs** -refer to private, non-profit voluntary organization that are committed to the task of socio-economic development and established primarily for service. Cooperatives and people's organizations shall be considered as NGOs for purposes of this definitions.
- b. **Technical capability** -refers to the ability in handling environmental and socially-oriented programs using scientifically-based, appropriate technology.

- c. National DENR–NGO Desk – a coordinating body between the DENR and the NGOs at the DENR Central Office.
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