

**Administrative Order  
No. 48  
November 04, 1992**

**SUBJECT : Amending DENR Administrative Order No. 60, Series of 1991 and Redefining the Organizational and Management Structure of the ENR Sector Adjustment Program (SECAL) at the National Level**

In the interest of the service and pursuant to the full scale implementation of the Environment and Natural Resources Sector Adjustment Program (ENR-SECAL), DENR Administrative Order No. 60, Series of 1991, is hereby amended as follows:

1. The ENR-SECAL Steering Committee is hereby renamed as the ENR-SECAL/IPAS Steering Committee;
2. The Steering Committee is hereby reconstituted to include the following:

Secretary	-	Chairman
Senior USEC for Field Operation/ Planning & Policy	-	Vice Chairman
USEC for Project Management	-	Vice Chairman
OIC, USEC for Env. and Research	-	Member
ASEC for Mgmt. Services	-	Member
ASEC for Legal Affairs	-	Member
ENR-SECAL Program Director	-	Member
PAWB Director	-	Member
FMB Director	-	Member
Program Management Consultant	-	Member

Representatives from the following agencies who shall serve on an "on-call" basis:

Department of Budget Management (DBM)  
National Economic Development Authority (NEDA)  
Department of Finance (DOF)  
Department of Justice (DOJ)  
Department of Agriculture (DA)  
Department of Agrarian Reform (DAR)  
Department of Public Works and Highways (DPWH)

Department of National Defense (DND)  
Department of Interior and Local Government (DILG)

It shall be the function of the Steering Committee, among others, to:

- a) Provide overall guidance and policy direction to the program and resolve policy gaps and/or conflicts with other programs and projects in the ENR sector;
  - b) Approve policy guidelines, circulars and issuances necessary for program implementation;
  - c) Secure inter-agency support and participation as program activities may require;
  - d) Approve the program's annual budget and Work and Financial Plans; and
  - e) Meet once a month to monitor implementation of the Program.
3. A Program Director shall be designated to oversee the implementation of the Program.
  4. A Deputy Program Director shall be designated to assist the Program Director in the overall supervision of the Program.
  5. The Program Accounts Secretariat is hereby renamed and shall function as ENR-SECAL Program Management Office (ENR-SECAL PMO);
  6. The PMO shall be structured to maintain the following Staff within its organization:
    - 1) Office of the Program Director
    - 2) Deputy Program Director
    - 3) Regional Resource Management Staff
    - 4) Monitoring and Enforcement Staff
    - 5) Integrated Protected Areas Staff
    - 6) Financial Management Staff
    - 7) Management Information System Staff
    - 8) Administrative and Support Services Staff
  7. It shall be the function of the ENR-SECAL PMO to:

- 7.1 Direct the overall implementation of program activities comprising the Policy and Investment Components and its sub-components;
- 7.2 Prepare and recommend the program's annual budget;
- 7.3 Initiate the preparation of the annual work and financial plans;
- 7.4 Coordinate with DENR units/offices to ensure the submission and provision of requirements of funding and oversight agencies;
- 7.5 Manage program accounts in accordance with World Bank procedures for disbursements e.g. withdrawal applications, replenishment of Special Account, etc;
- 7.6 Facilitate timely releases of funds;
- 7.7 Formulate framework/strategic plans to serve as basis for project monitoring and evaluation;
- 7.8 Decide on resource allocation matters;
- 7.9 Coordinate with central, field and other concerned units the implementation of the Regional Resources Management Projects;
- 7.10 Monitor and evaluate project activities, benefits, and impacts, including the implementation of the ten (10) IPAS sites under PAWB and the review of TAS and compliance to conditionalities;
- 7.11 Implement the activities of the sub-components of the Monitoring and Enforcement Component (MEC) based at the Central Office;
- 7.12 Provide reports to concerned DENR offices which are required for monitoring and evaluation purposes;
- 7.13 Recommend to the Steering Committee policies and possible actions requiring inter-agency support and/or participation;
- 7.14 Initiate the procurement of goods and services in accordance with relevant DENR orders and issuances;

- 7.15 Design, install, implement and maintain Monitoring and Information Systems for the Program;
  - 7.16 In coordination with HRD, organize training workshops for the operationalization of the above systems and identification of training requirements of program staff;
  - 7.17 Serve as Technical Secretariat during Steering Committee meetings; and
  - 7.18 Perform other related tasks as may be directed by the Program Director/Deputy Program Director.
8. The corresponding organizational structure is hereby appended;
9. This Order shall take effect immediately and repeals, supersedes or revokes any order or issuance not consistent herewith.

**ANGEL C. ALCALA**  
Secretary

**Recommending Approval:**

**RICARDO M. UMALI**  
Senior Undersecretary

**ANTONIO S. TRIA**  
Undersecretary

**ROLANDO L. METIN**  
ASEC for Mgmt. Services