

Memorandum Circular
No. 06
March 15, 1993

**SUBJECT : Implementation of the Outreach Program
for People-Oriented Forestry (OPPOF)**

Pursuant to DAO 30 Series of 1992 (Guidelines for the Transfer and Implementation of DENR Functions Devolved to the Local Government Units), and in order to provide a mechanism for institutionalizing methods and procedures developed for effective participatory approaches to upland management, and bring about sustained development of all personnel involved in the implementation of the Integrated Social Forestry (ISF) and other community-based forestry programs, the DENR is hereby adopting and implementing the herein-described "Outreach Program for People-Oriented Forestry (OPPOF)".

A. Definition

The Outreach Program for People-Oriented Forestry (OPPOF), hereinafter referred to as OPPOF), is a nationwide program carried out by the DENR. It is designed to help provide a continuing program of assistance in building technical capability of project managers and field implementors in the participatory implementation of people-oriented forestry programs, as defined in the "Master Plan for Forestry Development", by the Local Government Units, as defined in the "Local Government Code", and other concerned individuals and groups. OPPOF shall likewise serve as a mechanism for institutionalizing technologies, methods and procedures developed through all knowledge generating activities of the DENR.

The implementation of OPPOF shall be coordinated at the Central Office by the National Coordinator for ISFP with the HRDS, FMB-SFD and the PAO providing the needed technical and secretarial support. At the regional level, OPPOF activities shall be under the coordination of the Regional HRD Coordinator utilizing the staff of the Regional Public Affairs Office, the Social Forestry Division, and/or other Offices the Regional Coordinator may deem appropriate and approval of the Regional Executive Director.

B. Objectives

The OPPOF is broadly aimed at building the capabilities of program managers and project implementors of the DENR, the LGU, and other concerned groups to effectively implement people-oriented forestry program, Specifically OPPOF shall:

1. Promote participatory implementation of national programs for upland development;
2. Sustain the growth of DENR's internal capacity for training and extension;
3. Help build the capabilities of LGUs and other concerned groups through a strong program and research training and extension; and
4. Strengthen the partnership between the DENR, the LGUs, and other concerned groups for more effective project implementation.

C. Components

1. Continuing Capability Building Component

The DENR through the Regional core OPPOF staff composed of representatives from the Regional ISF Division and the Regional Human Resource Development Units shall undertake a continuing program of building the training and extension capabilities of its own staff as well as the technical capabilities of the LGU and other groups concerned in the implementation of national people-oriented forestry programs. Specifically, the Continuing Capability Building Components of OPPOF will include the following set of activities:

- a. Conduct of national short-term training courses, on a regular basis, aimed at equipping the regional core DENR staff with the latest knowledge and skills in the participatory implementation of people-oriented forestry projects, as well as the required management and training skills in effective implementation of regional training courses;
- b. Periodic offering of regional short-term training courses for the LGUs and other concerned groups by the regional core OPPOF staff aimed at developing the right values and attitudes towards upland development as well as providing them the skills, needed in the participatory implementation of people-oriented forestry projects; and

- c. Conduct of orientation and briefing for newly appointed/elected and reshuffled/detailed personnel of the DENR and other concerned groups at all levels.

During the transition period estimated to last for at least two years from the signing into law of the Local Government Code, the national short-term training courses for DENR trainers shall be conducted as often as necessary until all the regional offices would have built sufficient strength for effective implementation of the regional short-term training courses. Similarly, the regional short-term training courses for personnel of the LGUs and other concerned groups shall be offered as often as necessary to maintain a high degree of competence among these groups.

2. Extension and Support Services Component

In coordination with the LGUs and other groups, the DENR shall provide extension and support services to the implementors of people-oriented forestry projects. These extension and other support services shall include:

- a. production, publication and dissemination of information, education, and communication (IEC) materials such as primer on various upland programs of government, "how-to manuals" of various upland technologies and livelihood project opportunities, and other information materials using various communication channel; and
- b. technical assistance on matters pertaining to land tenure, agroforestry farm production, marketing of farm products, community organizing and organization development, forest resources management, and the like.

3. Review and Planning Workshop

The DENR, with the collaboration of the LGUs and other concerned groups, shall initiate and facilitate the conduct of annual review and planning workshops at the provincial and regional levels to provide a mechanism for a systematic review of past project activities and planning for the coming year. The workshop program shall include:

- a. discussion of the results of the monitoring and evaluation of project sites;
- b. assessment of the effectiveness of the participatory implementation of social forestry and other people-oriented forestry projects;
- c. identify training and other support services needed by the LGUs and other concerned groups; and
- d. formulate action plans that respond to concerns related to collaborative work between the DENR and project implementors.

The initial review and planning workshop shall be organized at the provincial level jointly by the concerned regional core OPPOF staff of the DENR and LGU officials. At the regional level, participants shall discuss provincial action plans based on the M & E results of past OPPOF activities, and formulate regional OPPOF plans. At the national level, the workshop shall:

- a. review the output of provincial review and planning workshop, and finalize regional plans; and
- b. recommend appropriate policy initiatives and changes for improved implementation of people-oriented forestry projects.

In each level, steering committees composed of representatives from the DENR and the LGU shall be formed to oversee the planning, implementation, and management of the DENR-LGU review and planning workshop. The DENR and LGU shares on the workshop expenses on a mutually agreed basis.

4. Monitoring and Evaluation Component

The DENR, through the regional offices, shall monitor and evaluate the delivery of technical and other support services indicated in the regional OPPOF plans. The M & E results will be used as bases for identifying:

- a. system in improving assistance to and coordination with project implementors; and
- b. policy initiatives and changes to improve the participatory implementation of people-oriented forestry projects at the field level.

D. Roles and Functions

The production and publication of IEC materials related to OPPOF, shall be mainly the responsibility of the DENR. However, the LGUs may be requested to share in the publication cost where feasible.

The short-term training courses for building the core DENR trainers at the regional level is the sole responsibility of the DENR for which funds should be provided from its current budgetary appropriations. In the case of the short-term training courses for the LGUs and other concerned groups, the planning, implementation and management, though led by the DENR, shall be shared responsibility between the DENR and the LGU on mutually agreed terms.

In the case of the technical assistance and other support activities, the DENR should be prepared to render services at no cost to the LGUs except perhaps the cost of transportation of the DENR staff where applicable.

The M & E of OPPOF activities shall be carried out by the regional offices of the DENR, in coordination with the concerned provincial officials of the LGU. Quarterly reports on the progress of OPPOF activities will be submitted to regional offices by the CDOs assigned at the provincial level.

E. Reporting

The Regional OPPOF Coordinator, through the RED shall submit periodic report on the program of training, orientation, briefing and workshop activities to the National OPPOF Coordinator, for coordination, control and monitoring purposes. Likewise, a report containing the activities objectives, duration, venue, participants, methodology, scope and coverage, highlights of activities/topics/modules, evaluation results, etc. should be submitted after the completion of an orientation, briefing, training, and workshop activities.

F. Effectivity

This circular shall take effect immediately.

ANGEL C. ALCALA
Secretary

Recommending Approval:

LOPE D. REYES
Director