



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM ORDER
NO. 2002- 06

APR 01 2002

SUBJECT : CREATION OF THE FOCAL POINTS COORDINATION CENTER UNDER THE INTERNATIONAL ENVIRONMENTAL AFFAIRS OFFICE AND THE GEF OPERATIONAL FOCAL POINT

In the interest of the service and to strengthen the organizational set-up of the International Environmental Affairs Office (IEAO), the Focal Points Coordination Center (FPCC) is hereby created under the IEAO, with the following specific functions:

1. Initiate and maintain close relationships with international and regional organizations that assist or may assist the Philippines in implementing commitments arising from international or regional environmental agreements, conventions, conferences, protocols and the like;
2. Assist the GEF Operational Focal Point (OFP) in the evaluation, endorsement, approval and monitoring of project proposals for GEF funding;
3. Coordinate with the Foreign-Assisted and Special Projects Office (FASPO) and relevant Bureaus and agencies in the evaluation of project proposals for GEF funding to ensure that there is no policy inconsistency, duplication and conflict with other existing programs and projects of the DENR;
4. Coordinate with all the designated focal persons for international environmental commitments in the review of all international agreements, protocols and conventions involving environment and natural resources, including preparation of the DENR/Philippine position on such matters;
5. Assist in providing secretariat services for the GEF OFP and other focal centers;
6. Assist the DENR management in negotiations for GEF projects;
7. Review the Work and Financial Plans of programs and projects funded by the GEF;

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8. Conduct periodic monitoring and evaluation of GEF projects; and
9. Recommend to the Undersecretary for Legal, Lands and International Affairs in coordination with the IEAO attendees or nominees to all international conferences, seminars, workshops, meetings and the like; and
10. Perform such other tasks assigned by the Undersecretary for Legal and International Affairs/GEF OFP that are necessary to accomplish the foregoing functions.

For the above purpose, the following are hereby designated, assigned and detailed to the FPCC:

1. Executive Coordinator – Representative from the Office of the Undersecretary for Legal, Lands and International Affairs/GEF OFP
2. Focal Points Coordinator – Ms. Lea Santiago
3. GEF Coordinator – Ms. Evelyn Juanillo

The above-personnel shall immediately clear themselves of all pending work and accountability from their current workstations and report to the GEF OFP Undersecretary for International Affairs for direct supervision and for their new assignments. The existing personnel of the IEAO shall act as the support staff for the FPCC, among other functions.

Moreover, FASPO's Ms. Ma. Lourdes Ferrer and Ms. Socorro Mallare are hereby directed and instructed to immediately clear themselves of all pending work, accountability and to turnover all papers/documents relating to the GEF to the FPCC. In view hereof, the GEF OFP is hereby authorized to appoint the DENR representative/s to the UNDP-GEF Small Grants Program National Steering and Project Committees in lieu of Ms. Ferrer.

Furthermore, all invitations relative to attendance to international conferences, seminars, workshops, meetings and the like shall be coursed through the IEAO/FPCC. Direct communications to, and acceptance of invitations from, any international organizations, bodies or entities for purposes of attending international conferences, seminars, workshops, meetings and the like are hereby disallowed unless coursed through the IEAO/FPCC. Any international travel as aforementioned, which has not been processed and/or endorsed by the IEAO/FPCC for approval of the Secretary or GEF OFP Undersecretary for International Affairs, let shall be deemed unauthorized and disapproved. Henceforth, all invitations sent directly to officials and concerned Bureaus shall be submitted to the IEAO/FPCC for evaluation, processing and endorsement.

Finally, all the designated focal persons for international environmental commitments shall report to the Undersecretary for International Affairs regularly or as often as may be necessary on the status of the Department's international commitments to also ensure effective coordination and supervision of, and expeditious action on, such matters. Initially, all the designated focal persons shall submit briefing kits on the specific international environmental commitment being handled by them to the concerned Undersecretary.

This Order shall take effect immediately and supersedes/revokes all orders inconsistent herewith.



HEHERSON T. ALVAREZ

Secretary *46*