

**Administrative Order**

**No. 23**

**June 29, 1992**

**SUBJECT : Institutionalization of the Master Plan for Forestry Development within DENR and Defining Functions of Offices for the Purpose.**

Pursuant to Executive Order No. 192 as implemented by Department Administrative Order No. 1, Series of 1988 and considering the Philippine Master Plan for Forestry Development (MPFD) as the long-term guide for Environment and Natural Resources Management particularly in the Forestry Sector, and considering further the Resolution on Planning Processes which was adopted during the MPFD Consultative Meeting on 11 June 1992, it is the purpose of this Administrative Order to enhance and strengthen the internalization of the MPFD within the DENR organization.

**Section 1. Objectives.** The specific objectives of this Order are:

- a) To provide implementation support for the MPFD; and
- b) To provide plan maintenance of the MPFD

**Implementation support** for the MPFD includes consolidation of the regional MPFDs, training of planners, design of policy tools and incentives, realignment of the current DENR programs, linkage and liaison arrangements, planning system specification, design and implementation of the program monitoring system, and resource generation.

**Maintenance** of the MPFD includes maintenance and improvement of data bases, documentation, development of forecasting and feasibility study methods, design of the program evaluation system, program evaluation including evaluation of the policies and periodic revision of the MPFD and the planning system specification.

The description and interdependencies of the tasks required for implementation support and plan maintenance are detailed in the attached implementation guidelines marked as Annex A of this Order.

**Sec. 2. Organizational Structure.** In order to effectively carry out the implementation support and maintenance of the MPFD, the National Forestry Planning Group (NFPG), the Regional Forestry Planning Group (RFPG), the Provincial Forestry Planning Group (PFPG) and the CENRO Forestry Planning Group (CFPG) and their

respective Secretariats are hereby created. The Forestry Planning and Implementation Support Organization is marked as Annex B.

The specific composition and functions of the NFPG, RFPG, PFPG and CFPG are as follows:

### **National Forestry Planning Group (NFPG)**

#### **COMPOSITION:**

a)	Director, Forest Management Bureau	Chairman
b)	Assistant Director, FMB	Vice-Chairman
c)	Chief, Planning & Policy Studies Service	Member
d)	Asst Director, Environmental Management Bureau	Member
e)	Asst Director, Protected Areas & Wildlife Bureau	Member
f)	Asst Director, Ecosystems Research and Development Bureau	Member
g)	Chief, Project Management and Coordination Service, FASPO	Member
h)	Forestry Specialist. Field Operations Office	Member
i)	Chief, Human Resource Development Service	Member
j)	Chief, Forest Economics Division, FMB	Member
k)	Chief, Planning & Project Management Division, FMB	Member

#### **FUNCTIONS:**

The NFPG acts as the central advisory group and pool of expertise for coordinating the implementation and maintenance of the MPFD. It shall coordinate with and submit periodic reports to the Environment and Natural Resources (ENR) Sector Planning Group-Central created under DENR Special Order No. 247, Series of 1991, as amended. More specifically the NFPG:

- a) identifies the information requirements of the planning process as a basis for improving the existing data bases and for designing new data bases as necessary

- b) initiates the formulation, updating, synchronization and consolidation of long term, medium-term and annual forestry plans and respective investment program
- c) prepares manuals, guidelines and standards, for forestry sub-sector planning, programming and budgeting
- d) monitors and evaluates the MPFD programs and projects
- e) coordinates training and other HRD efforts geared for the MPFD implementation and maintenance
- f) prioritizes the MPFD development programs in coordination with the RFPGs
- g) recommends measures for securing necessary acceptance, support and funding the MPFD implementation
- h) recommends realignment of the existing DENR programs and projects to match with the MPFD structure and recommends organizational changes if necessary
- i) secures the linkage arrangements necessary for the implementation of the MPFD programs

**SECRETARIAT:**

In order to provide technical and administrative support to the NFPG, the FMB shall act as Secretariat of the NFPG.

**Regional Forestry Planning Group (RFPG)**

**COMPOSITION:**

- |    |   |          |
|----|---|----------|
| a) | RTD for Forestry  | Chairman |
| b) | Chief, Planning and Management Division                   | Member   |
| c) | Chief, Forest Resources Development Division              | Member   |
| d) | Chief, Forest Resources Conservation Division             | Member   |
| e) | Chief, Social Forestry Division                           | Member   |
| f) | Chief, Ecosystems Conservation & Protected Areas Division |          |

- |    |  |        |
|----|--|--------|
|    | (Protected Areas & Wildlife<br>Division)   | Member |
| g) | Chief, Ecosystem Research and<br>Conservation Division<br>(Technology Transfer Div.) | Member |

**FUNCTIONS:**

The RFPG coordinates the implementation and maintenance of the regional MPFD. It shall coordinate with and submit periodic reports to the Regional Sector Planning Group created under DENR Special Order No. 247, Series of 1991, as amended. More specifically, the RFPG:

- a) identifies information requirements of the planning process and of monitoring and evaluation, assists in the improvement of existing data bases and in the design of necessary new ones and maintains the regional data base
- b) conducts the formulation, up-dating, synchronization and consolidation of long-term, medium-term and annual forestry plans and respective investment programs at the regional level
- c) develops appropriate local forecasting models
- d) establishes and maintains the necessary linkage arrangements with OGAs and NGOs for the implementation of the MPFD programs
- e) coordinates with the regional HRD Coordinator on training and other HRD efforts geared for the MPFD implementation and maintenance
- f) prioritizes the regional MPFD development programs
- g) recommends to the Regional Steering Committee measures for securing necessary acceptance, support and funding for the MPFD implementation
- h) supports the PENRO Forestry Planning Group in the elaboration of the provincial Medium-term Forestry Plans

**SECRETARIAT:**

In order to provide technical and administrative support to the RFPG, the Planning and Management Division (PMD) shall act as secretariat of the RFPG.

## **Provincial Forestry Planning Group (PFPG)**

### **COMPOSITION:**

- |    |  |          |
|----|--|----------|
| a) | PENRO  | Chairman |
| b) | Forestry Specialist  | Member   |
| c) | Planning Officer   | Member   |
| d) | Chairman, Environment and<br>Natural Resources Committee (LGU) | Member   |
| e) | Other members as identified by<br>PENRO                        | Member   |

### **FUNCTIONS:**

The PFPG coordinates the design, implementation and maintenance of the Medium-term Forestry Plan. More specifically at the provincial level the PFPG:

- a) monitors, up-dates and synchronizes the medium-term and annual forestry plans and respective investment programs
- b) consolidates the CENRO level operational plans
- c) collects information for the regional data base and establishes and maintains the provincial data base
- d) provides the necessary provincial contributions to the regional MPFD revision
- e) supports the CENROs in their effort to strengthen their planning function
- f) packages development projects consistent with program priorities set by the region
- g) coordinates with the responsible HRD officer on training and other HRD efforts geared for the MPFD implementation maintenance
- h) establishes and maintains the necessary linkage arrangements with OGAs and NGOs for the implementation of the Medium-term Forestry Plan
- i) assists provinces integrate the Master Plan for Forestry Development in their provincial forestry planning

## **SECRETARIAT:**

The Technical Services Unit shall act as secretariat of the PFPG.

## **CENRO FORESTRY PLANNING GROUP (CFPG)**

### **COMPOSITION:**

a)	CENRO	Chairman
b)	Forestry Specialist	Member
c)	Planning Officer	Member
d)	Municipal Development Officer	Member
e)	Other members as identified by CENRO	Member

### **FUNCTIONS:**

The CFPG's primary function is to prepare the operational plans for the forestry sub-sector and actively participate in the up-dating of the respective provincial Medium-term Forestry Plan. More specifically the CFPG:

- a) generates and obtains monitoring information for medium-term and operational forestry plans and contributes to the up-dating of the respective provincial Medium-term Forestry Plan
- b) maintains necessary data base for operational planning
- c) prepares annually, information materials on local forestry statistics
- d) prepares the CENRO level operational forestry plan and helps in designing the respective integrated ENR operational plan
- e) establishes and maintains the necessary linkage arrangements with OGAs and NGOs for the implementation of the operational Forestry Plan
- f) collaborates with the PFPG in the packaging of development projects
- g) assists municipalities integrate the Master Plan for Forestry Development in their municipal forestry planning

**SECRETARIAT:**

The CENRO shall create a Secretariat to provide support services to the CFPG.

**Sec. 3. Authority of the FMB Director.** The FMB Director, as the Chairman of the NFPG is hereby authorized to cause the necessary arrangements as well as recommend guidelines for the smooth implementation of this Order. In this connection, he shall submit periodic progress reports to the Central ENR - Sector Planning Group.

**Sec. 4. Repealing Clause.** All orders, memoranda and issuances inconsistent herewith are hereby repealed or amended accordingly.

**Sec. 5. Effectivity.** This order shall take effect immediately.

**FULGENCIO S. FACTORAN, JR.**  
Secretary