

**Memorandum Circular**  
**No. 97-12**  
**July 18, 1997**

**SUBJECT : Guidelines for the Formulation of  
Community Resource Management  
Framework and Annual Work Plan for  
Community Based Forest Management  
Areas**

Pursuant to DENR Administrative Orders No. 96-29 and 96-34, and other pertinent laws, rules and regulations, the following guidelines for the formulation of Community Resource Management Framework (CRMF) and Annual Work Plan (AWP for Community Based Forest Management Areas are hereby promulgated for the guidance of all concerned.<sup>2</sup>

**Section 1. Rationale.**

The Community Based Forest Management Program (CBFMP) aims to promote socio-economic upliftment of forest-dependent communities, at the same time achieving sustainable management of forest resources. It recognizes and supports the capacities and indispensable roles of local communities (coastal, indigenous peoples and upland) to protect, rehabilitate, develop, utilize and manage forest lands and related resources. This recognition and support is formalized through a Community Based Forest Management Agreement (CBFMA), a long-term tenurial instrument that provides and ensures access by the communities to forest lands and the resources found therein, and, in the case of ancestral domains of indigenous peoples, the Certificate of Ancestral Domain/Land Claims (CADC/CALC) that recognizes the rights of Indigenous Peoples (IPs) to their ancestral domains and lands.

The Community Resource Management Framework (CRMF) is a strategic plan of the community on how to manage and benefit from the forest resources on a sustainable basis. It describes the community's long term vision, aspirations, commitments and strategies for the protection, rehabilitation, development and utilization of the forest resources. The CRMF is a document prepared by the community with the assistance of DENR CBFM staff, and LGU staff wherever agreements on cooperative support for CBFM exist between a DENR unit and its counterpart LGU. The CRMF is affirmed by the DENR Community Environment and Natural Resources Officer; such affirmation confirms that the CRMF has been prepared in a participatory manner (involving the community, the DENR, and other stakeholder parties), and that DENR commits to support the community in implementing its CRMF.

In the case of CADC, the IPs strategic plan is the Ancestral Domain Management Plan (ADMP), which shall be prepared in lieu of the CRMF, following the guidelines embodied in DENR DAO 96-34. The relationship between CRMF and ADMP is shown in Annex 2.

The PO's and IP's Annual Work Plan (AWP) shall describe how the community intends to implement their CRMF/ADMP vision during the year and shall indicate the key activities to be undertaken. The AWP describes the community's specific objectives, strategies, activities, and targets for the year on resource protection, rehabilitation, development, and utilization, organizational strengthening, financing, marketing and enterprise development, among others.

As a matter of principle, the CRMF should reflect the CBFM priority for the beneficial use by communities of resources that entail little or no extraction, especially of timber resources. Priority shall be given to the beneficial use with no extraction (e.g., ecotourism), followed by minimal extraction usage (e.g., of non-timber resources, water usage), with timber extraction being the last priority.

In case extraction shall be undertaken within the CRMF, the AWP shall include a Resource Use Plan (RUP). In the case of IPs, the exercise of traditional resource uses only requires affirmation of their ADMP, and does not require an AWP/RUP <sup>2</sup>. However, in the event that the CADC holder-group opts to extract and utilize forest resources along non-traditional lines, an AWP/PUP shall be prepared in the manner prescribed along the lines of the CRMF.

Once affirmed by the DENR CENR Officer, the AWP with its RUP also serves as the permit to utilize the resource.

## **Sec. 2. Objectives.**

The objectives of formulating the CRMF and AWP are the following:

1. For the community to define its common visions, aspirations, strategies and plans for the protection, rehabilitation, development and use of resources of the CBFMA area on a sustainable basis;
2. To provide the basis for the community to access and benefit from forest resources in a sustainable manner;
3. To identify opportunities for the community to improve their sources of livelihood and attain socio-economic development;

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<sup>2</sup> Traditional resource use systems to be firmly validated either at the time of the preparation of the ADMP, or during the implementation of the ADMP through anthropological studies and similar methods.

4. To identify priority areas for financial, technical, marketing and other assistance to the community by government, non-government and other assisting organizations in CBFM implementation; and,
5. To provide the basis for monitoring of environmental, social, and economic impact indicators of CBFM;

### **Sec. 3. Guiding Principles.**

The formulation of the CRMF and the AWP shall be guided by the following principles:

1. **Participatory approach.** — The formulation and implementation of CRMF and AWP shall be PO-led and shall promote broad-based community participation and involvement. The concerns of the communities, LGUs, national agencies and other stakeholders shall be taken into consideration through democratic consultations and negotiations. These processes may involve resolution of conflicts arising from the use and management of forest resources.
2. **Multiple use forest management.** — The multiple uses of forests shall be promoted. In undertaking such opportunities, the complementarity of forest functions should be considered to attain a balance between economic and environmental concerns. As a matter of principle, the CRMF should reflect the CBFM priority for the beneficial use by communities of resources that entail little or no extraction, especially of timber resources. Priority shall be given to the beneficial use with no extraction (e.g., ecotourism), followed by minimal extraction usage (e.g., of non-timber resources, water usage), with timber extraction being the last priority.
3. **Resource sustainability.** — Community management of forests should lead to the protection and improvement of existing forest resources, rehabilitation of degraded ones, and conservation of soil, water, wildlife and biodiversity resources. This should result

in higher productivity and sustainability of the forest resources, and provide greater benefits to the steward-community.

4. **Integrated Planning.** — The CRMF should provide an integrated framework for the development, protection, and utilization of the forest resources. It should be consistent with, and forms an integral part of, the conservation and management of the larger watershed as well as the area development plans of the LGU concerned.
5. **Recognition of indigenous peoples' rights and practices.** — The management and utilization of forest resources shall promote the recognition and respect for the rights of indigenous peoples, and their indigenous knowledge, systems and practices including the protection of their intellectual property rights where these exist.
6. **Gender parity.** — The management and utilization of forest resources shall provide equal opportunities for men and women to participate and share in attendant responsibilities and benefits.
7. **Effective resource utilization.** — Utilization of existing resources shall be based on sound ecological and economic principles. Plantation timber species, non-timber forest products and lesser-used species shall be given priority in utilization and extraction activities within the CBFMA area. A portion of the income derived from the utilization of forest resources, which shall be by the community, shall be reinvested in the development of the community's CBFM area, e.g., capital build-up for the PO, community facilities such as water systems and infrastructure, and improvement of the forest resource base.

#### **Sec. 4. Preparation of the CRMF .**

The Peoples Organization (PO) shall prepare the CRMF with the assistance of the DENR CENRO CBFM staff and, where agreements on partnerships and cooperation exist between a DENR unit and its counterpart LGU, staff of such LGU. The PO may also call upon other government and non-government organizations for assistance. The CRMF shall contain the following (a suggested outline of the CRMF is given in Annex 3):

The PO may request the assistance of CENRO, LGUs concerned, Assisting Organizations and other governments agencies for technical and other assistance in formulating the plans.

1. A summary of the community socio-economic profile, present land uses in the CBFM area, including indicative mapping of the vegetative cover which may be presented in a community map.
2. The community's envisioned land use for the CBFM area, which shall also be shown on a community map base on materials submitted in support of their CBFMA.
3. The community's strategies to protect, rehabilitate, develop and utilize the CBFMA area and the resources therein on a sustainable basis.
4. Indicative plan on how the community will manage and finance their activities.
5. Indication of how the community will market the services and/or products from its CBFM area.

6. The community's own indicators on the impacts of their forest management activities, and indicators of progress and well-being in their own perspective;

The CRMF may be written in the community's own dialect to ensure full understanding by the members. The CENRO shall cause the translation of the CRMF into Pilipino and/or English for the understanding of groups external to the community.

To further integrate the concerns and generate the support of other sectors in the community the draft CRMF may be discussed in public consultations organized by the PO with the assistance of the CENRO and the LGU concerned.

#### **Sec. 5. Preparation of the Annual Work Plan.**

The PO/IP, assisted by the CENRO, shall prepare an Annual Work Plan that will describe the PO's/IP's activities and targets for implementing the CRMF or ADMP. These activities shall include, but are not limited to, forest protection, rehabilitation, development and utilization, organizational and community strengthening, and enterprise development. An outline of the AWP is attached as Annex 4.

The PO/IP shall prepare and submit its AWP for each succeeding year during the final quarter of the current year for affirmation by the DENR CENR Officer. In preparing its AWP, the PO/IP shall take into account the progress made in previous years and update the area where the community is working on the CBFMA/CADC community map, and ensure that the AWP is always consistent with their CRMF.

Where the PO/IP intends to harvest any of the forest products such as timber, rattan, resin, bamboo, etc., the PO/IP shall prepare a Resource Use Plan (RUP). In the case of IPs, no RUP needs to be prepared when the

harvesting done as an exercise of their traditional use rights within their certified ancestral domains claims.

The RUP shall indicate the resource to be harvested/utilized, the approximate area and location of the subject resource that will be harvested for that year (to be indicated in a copy of the CBFMA/CADC community map), and the expected approximate quantity to be harvested during the period. It shall also indicate the community's expected harvesting schedule and extraction methods to be employed, as well as plans on marketing the products.

Planned assistance by the CENRO staff to support PO/IP resource use planning shall be included in the AWP activity schedule affirmed by the CENR Officer as part of the AWP. Part of the assistance shall be in determining the extraction/harvest levels of the resource, based on allowable cut determination prescribed by existing rules and regulations on the matter. In the case of timber trees, the PO/IP shall be assisted by the CENRO staff concerned to inventory and mark those intended to be cut, and shall attach a Tree Marking List to the RUP Affirmation Form included in the AWP. This Tree Marking List which indicates the tree number, species, diameter and height, shall be the basis for PO/IP allowable cut embodied in the AWP/RUP.

**Sec. 6. Affirmation of CRMF and AWP.**

The CRMF and AWP shall be signed by the Head of the PO/IP on behalf of the community and affirmed by signature of the CENR Officer for and in behalf of the DENR. The affirmation by the CENR Officer is a confirmation of the DENR's active involvement in the preparation thereof, and serves as a statement of commitment to support the PO/IP in the implementation. Copies of the affirmed CRMF and AWP shall be

provided the municipal and provincial governments concerned, CENRO, PENRO, DENR Regional Office, and CBFMO.

**Sec. 7. Interim Resource Use Permit.**

POs/IP who are holders of CBFMA or CADC may be granted Interim Resource Use Permits (IRUP) at the beginning of their CBFM work in order to generate start-up resources needed for resource assessments, rural appraisals, planning, and similar preparatory activities. IRUPs shall be granted by the CENRO, upon request of the PO; it shall be granted only once, and it shall have a maximum effectivity of one year, and shall terminate upon the affirmation of the first AWP of the PO/IP group.

The quantity of resources that shall be granted for usage/extraction under the IRUP shall be determined judiciously by the CENRO, based on historical data in the locality with respect to the sustainable use/extraction rates for the particular resource. The CENRO CBFM staff shall conduct low intensity inventory of the resource availability in the area from which the quantity to be granted under the IRUP shall come from. The inventory shall serve to validate the historical data used as basis.

The CENRO shall ensure that, in the absence of more detailed resource information at the time of granting the IRUP, the allowed quantity to be used should be within a comfortable margin below over-extraction/over-use levels to preclude such over-extraction/over-use.

SECTION 8. Transitory provisions.

**Sec. 8. Transitory Provisions**

Existing approved Community Resource Management and Development Plans (CRMDP) at the time of issuance of this Circular shall remain valid and in force, and the implementation thereof shall be through

an AWP as herein provided. Approved CRMDPs shall be reviewed within one year, and shall be replaced by a CRMF.

**Sec. 9. Effectivity.**

This Memorandum Circular takes effect immediately and supersedes all other circulars inconsistent herewith.

(SGD.) VICTOR O. RAMOS  
Secretary