

**DENR Memorandum Circular
No. 99 - 09
April 13, 1999**

**SUBJECT : Guidelines For The
Implementation Of The DENR
Forest Production Project**

Pursuant to Presidential Decree 705, otherwise known as the Revised Forestry Code of the Philippines, as amended, and in line with the policy of the government to ensure the sustainable development and management of forest land resources, provide a healthy environment and encourage the active participation of DENR personnel in reforesting denuded and degraded forestlands and in support to the Food Security Program of the President, the following guidelines for the DENR Forest Production Project (DFPP) is hereby promulgated for the guidance of all concerned:

Section 1. BASIC POLICY

Consistent with the Forestation Program of the government to enhance forestland productivity and sustain a wholesome and livable environment, it is the policy of the DENR, among others, to establish, manage and conserve forest plantations nationwide. In addition to the People's Organizations (POs), the local government units (LGUs) and other sectors of society, DENR employees shall be tapped to enhance overall forestation effort as well as provide opportunities for them to improve their economic condition.

Sec. 2. OBJECTIVES

The objectives of the forest production project, are as follows:

- a) Develop at least 10 hectares of forestlands into production forest in each CENRO;
- b) Support raw material requirement of forest-based industries and local consumption;

- c) Serve as model of establishing production forest in the CENRO to demonstrate appropriate technologies in the development of production forest; and
- d) Provide additional income to DENR employees.

Sec. 3. DEFINITION OF TERMS

As used in and for purposes of this Order, the following terms shall mean:

- a) **Associations/Cooperative** - DENR employees who have grouped themselves and willing to participate in this program.
- b) **Contract of Undertaking** - a legal agreement between the CENRO and the staff of worker containing the Terms of Reference for the activities to be undertaken in the establishment, protection and maintenance of plantations.
- c) **DENR Employees** - includes all DENR regular, casual and contractual employees covered by a plantilla regardless of length of service.
- d) **Development Plan** - refers to a plan which includes target, quantities and quality of work to be performed, schedule and cost estimates.
- e) **Forest development and management** - refers to the process of establishing, tending, caring and managing Forest plantations to produce goods and services on a sustainable basis.
- f) **Forest Plantation** - tree plantations established by the CENRO staff and workers advancing the principles and practices of systems approach to sustainable forest development and management.
- g) **Forestland Production Forest** - the capacity of forestland to produce productive, protective and amenity values.
- h) **Manual of Approvals** - a manual which defines the limits of authority at various levels of management from the Secretary to the lowest levels of supervision.

- i) **Primary resources** - refers specifically to planting materials only and include which include technical assistance/service provided by DENR.
- j) **Selective cutting** - the systematic removal of the mature/overmature and defective trees in such a manner as to leave adequate number and volume of healthy residual trees of the preferred species necessary to ensure a future crop of timber and forest cover for the protection and conservation of soil, water and wildlife.

Sec. 4. QUALIFIED PARTICIPANTS

All DENR employees can participate in the following manner:

- 4.1 All DENR plantilla employees, whether regular, contractual or casuals, can participate in this program **as an individual**.
- 4.2 The employees may also group themselves into **a cooperative, an association or an organization**.

Sec. 5. IMPLEMENTING OFFICE OF THE DENR

The CENRO shall be the implementing office of this project. The CENR Officer or his/her representative shall identify the areas available for this purpose in their jurisdiction. He/she shall be responsible for the monitoring and supervision of the established plantations. He/she shall also ensure that proper documentation is undertaken.

Sec. 6 APPLICATION REQUIREMENTS

Interested DENR employees shall submit the following requirements:

- 6.1 Duly accomplished application form to the CENRO for evaluation,
- 6.2 Development plan for approval of concerned authority pursuant to the Manual of Approvals (MOA), as amended;
- 6.3 For individuals
 - 6.3.a Community Tax Certificate,
 - 6.3.b Certification from the Barangay Captain or Municipal Mayor where the area is located that he/she is a resident of the area
- 6.4 For cooperatives, associations and/or organizations
 - 6.4. a Certified true copy or the Certificate of Registration with authorized office/agency;
 - 6.4.b list of duly elected officers and members and their addresses, duly certified by the Board Secretary; and
 - 6.4.c Resolution/minutes of meeting, duly certified by the Board Secretary, indicating their interest in the program.

The CENRO shall evaluate these documents and if found in order shall prepare a Memorandum of Agreement to be approved by the concerned authority pursuant to the Manual of Approvals, is amended.

Sec. 7 SIZE OF AREA

The area that may be awarded under this program is as follows:

- 7.1 For individuals - maximum of 5 hectares
- 7.2 For association/
cooperative/
organization - a minimum of 10 hectares

Sec. 8 PROVISIONS FOR FUNDING

- 8.1 The DENR shall provide the primary resources only in the form of seedlings and technical assistance for the establishment of these plantations. For this purpose, the DENR shall also endeavor to source funds from any savings generated out of the Forestry Sector Program or Loan 1, FSP II and/or other special and foreign assisted projects.
- 8.2 The DENR shall ensure that funds for this purpose is available and properly documented in accordance with the accounting and auditing rules and regulations.
- 8.3 Individuals and groups shall also be encouraged to source funds from other available funding institutions outside of the DENR for the establishment and development of their respective areas.

Sec. 9 COVERAGE

All areas identified for SIFMA shall also be available for this Purpose. However, the inclusion of any project site shall be done in consultation and close coordination with the concerned Local Government Units (LGUs) in accordance with the pertinent provisions of RA 7160. The site/area for development shall be consistent with the forest land use plan/physical framework plan of the of the municipality.

Sec. 10 SITE SELECTION CRITERIA

The project site shall be identified based on the following criteria:

- 10.1 Accessible, preferably, two to three kilometers from the nearest barangay road.
- 10.2 With a net plantable area of not less than 10 hectares.

- 10.3 As much as practicable should be contiguous/solid;
- 10.4 The plantations should be economically feasible, socially acceptable and environmentally sound; and
- 10.5 Free from any adverse claim.

Sec. 11 TENURIAL AGREEMENT

Appropriate tenurial agreement over and above the Memorandum of Agreement (MOA) which include the profit sharing scheme shall be issued to ensure sustainability and feasibility of the project. Meanwhile, the SIFMA can serve as an appropriate tenurial instrument until such time that a new tenurial instrument shall have been developed for the purpose.

Sec. 12 CHOICE OF SPECIES

To attain the major objective of the project which is to develop production forests in all the CENROs nationwide, it is imperative that a priority species must be considered in the plan notwithstanding the other technical requirements.

Priority species are listed hereunder:

- 12.1 Forest plantation species appropriate for the site selected.
- 12.2 High value permanent crops like fruit trees and other horticultural crops.
- 12.3 Indigenous/endemic species that have high potential in the market, as well as medicinal value.
- 12.4 All other appropriate species or combinations thereof as long as the minimum inputs of production is met and appropriate soil and water conservation measures are incorporated in the plan.

Sec. 13 RECORD MANAGEMENT

The CENRO shall keep a complete record of the Project and financial support and arrangements shall be properly documented in accordance with accounting and auditing rules and regulations.

Lessons learned and practices found most practicable shall also be properly documented in order to improve project implementation and for purposes of replicating them in other regions of the country.

Sec. 14 MANUAL OF OPERATIONS

The program shall be carried out pursuant to the provisions contained in the Manual of Operations, as amended, for the implementation of the DFPP.

Sec. 15 SUPPLEMENTAL RULES

The Regional Executive Director may promulgate supplemental rules and regulations which shall apply to peculiar conditions prevailing in and appropriate for the region. **Provided that**, such rules and regulations shall be in accordance to and/or consistent with this order and other related orders/policies of the office. **Provided further**, that the office of the Secretary thru channels shall be furnished with the copy for information and reference.

Sec. 16 EFFECTIVITY

This Circular shall take effect immediately.

(Sgd.) ANTONIO H. CERILLES
Secretary