

DENR Memorandum Circular
No. 2000-20
September 07, 2000

SUBJECT : Implementing Guidelines for Regionalization and Institutionalization of Foreign-Assisted And Special Projects To The DENR Regular Offices.

Pursuant to Executive Order No. 192 dated June 10, 1987 and in line with the Department's thrust to regionalize and institutionalize Foreign-Assisted and Special Projects per DAO No. 97-19 and in consonance with the provisions of DAO No. 98-17, the following guidelines are hereby issued for implementation:

1. All Foreign-Assisted and Special Projects related to the mandates, powers and functions of the Sectoral Bureaus shall be under the direct supervision, management and implementation of the Bureau's Concerned.
2. The Director of the Sectoral Bureaus shall perform the following functions:
 - 2.1 Supervise the overall implementation of the projects in coordination with the Regional Executive Director;
 - 2.2 Review and recommend the approval of budget proposals and Work and Financial Plans of these projects,
 - 2.3 Direct the conduct of regular monitoring and evaluation of the progress of activities and performance of foreign-assisted and special projects in coordination with FASPO;

- 2.4 Ensure that Bureau concerned is the repository of all reports, documents, technical papers and other relevant data and information generated by the projects for institutional memory, system-wide planning, technical assistance, coordination and monitoring; and
- 2.5 In coordination with other concerned Department offices/units, ensure that smooth implementation, completion, and turnover of the projects to the Regional Office Concerned.
3. In the exercise of the functions over foreign-assisted and special projects, the Undersecretary for International Commitment and Local Government Affairs shall provide the necessary guidance and direction to the Sectoral Bureau Concerned.
 4. It shall be understood that for foreign-assisted and special projects, existing financial arrangements shall be maintained, but any transfer or movement of funds shall be with the prior approval of the undersigned.
 5. In the implementation of the above functions, it is the responsibility of the Head of Office to ensure that complementation in the use of all available resources shall be pursued to attain maximum productivity, efficiency and effectiveness.
 6. Additional or detailed guidelines to fully operationalize this Circular shall be prepared by the Bureau concerned for approval of the Secretary.
 7. The above-stated functions do not preclude orders or special assignments given by the Secretary from time to time including actions/communications concerning operations of Bureaus/Offices which neither violate Department to any undertaking not specified by law.

8. This Circular shall take effect immediately.

(Sgd.) ANTONIO H. CERILLES
Secretary