



Republic of the Philippines
Department of Environment and Natural Resources

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Department Administrative Order
No. 2002- 03

JAN 22 2002

**SUBJECT : CREATION OF THE ORGANIZATIONAL AND
MANAGEMENT STRUCTURE FOR THE
IMPLEMENTATION OF THE USAID-ASSISTED
ECOGOVERNANCE PROGRAM**

- 1.0 In the interest of the service and pursuant to the Grant Agreement between the Republic of the Philippines and the United States of America for the Protection of Productive and Life Sustaining Natural Resources through Improved Environmental Management and Enforcement, otherwise known as EcoGovernance Program, the following organizational arrangement shall be adopted.
- 1.1 A Consultative Panel (CP) shall be established to provide policy level advice and guidance, and facilitate cooperation among concerned parties. The Panel will be composed of high level representatives from NEDA, USAID, DENR, DOE and other concerned GOP agencies including but not limited to DA and DILG, LGUs and NGO partners, the private sector and relevant civil society organizations. They shall meet semi-annually, or more frequently as needed, to review program strategies, plans and progress with the objectives of determining whether programs under the SOAG continue to reflect priority development needs and opportunities, identifying relevant parties/interests, and ensuring strong collaboration, coordination, and synergy among the parties and program elements.
- 1.2 An inter-agency Executive Committee (EC) for Eco-Governance to be composed of Directors/ or its equivalent from DENR, NEDA, DOE, DA, DILG, DOTC, USAID, civil society organizations, government financing institutions, local government organizations, and donor agencies shall likewise be created. The EC shall provide the forum and venue for obtaining a coordinated and consolidated approach, at the operational level, to design, implement, monitor and evaluate the program. They will contribute to the formulation of and review of annual work plans and terms of reference for implementing the partners. It shall likewise ensure that all approved activities under the SOAG

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complement GOP and other partners' programs. They shall review annual and semestral performance reports, and assess contractor/grantee performance.

The EC will be co-chaired by DENR and USAID.

- 1.3 At the central office, a Program Management Office (PMO) to be headed by a Program Director and assisted by three (3) Project Managers shall be designated on a full-time basis to coordinate and monitor the implementation progress of the program. A Program Support Staff is likewise created under the Office of the Program Director to assist in the day to day operation of the PMO. To effectively carry out its responsibilities, the PMO shall be composed of the following components:

- a. Program Support Staff
- b. Upland Ecosystems Management Component
- c. Coastal Ecosystems Management Component
- d. Solid Waste Management Component

The PMO shall perform the following functions:

- a. Serves as Secretariat to the Eco-Governance Executive Committee;
- b. Consolidate/package inputs and reports coming from pertinent implementing units;
- c. Coordinate the preparation of necessary reports and other documents as required by GOP oversight and donor institutions;
- d. Serve as direct liaison or contact point of DENR with USAID and other implementing partners;
- e. Coordinate the preparation and implementation of Technical Assistance work plan and other activities that maybe contracted or prepared/implemented in-house regarding the program;
- f. Monitor compliance of TA and other implementing units/partners with agreed upon work plans;
- g. Facilitate processing and releasing of GOP budget counterparts and monitoring and evaluation of GOP and grants financial disbursement and performances;
- h. Coordinate and do liaison works with pertinent DENR units and implementing partners in support of program implementation.

- i. Perform other functions as maybe assigned to it by the Secretary and/ or Chair of the Consultative Panel and Executive Committee.

The PMO shall be under the direct supervision of the Undersecretary for Policy Studies and Planning Office.

- 1.4 At the Regional offices, an Eco-governance Focal Group (EFG) shall be created and shall be under the direct supervision of the Regional Executive Director. The EFG shall be composed of permanent personnel/s who will be designated as counterparts of the Regional Technical Assistance Team (RTAT).

The EFG shall perform the following functions:

- a. Provide the over-all supervision in the field implementation of the program;
- b. Consolidate/package inputs and reports coming from pertinent implementing units;
- c. Prepare reports and other documents as required by DENR Central Office for submission to GOP oversight and donor institutions;
- d. Monitor compliance of regional TA and other implementing units/partners with agreed upon work plans;
- e. Perform other functions as maybe assigned to it by the Regional Executive Director.

- 2.0 The following DENR offices/units both at the central and regional offices shall be responsible for the implementation of the program in close coordination with the PMO and the EFG. They shall ensure that the sustainability concerns are addressed in the implementation of the program. These offices shall designate permanent personnel/s who shall be the counterpart/s for the Eco-governance Program's Technical Assistance Team:

- a. Forest Management Bureau- Upland Ecosystem Management Component (CBFM and Watershed)
- b. Environmental Management Bureau- Solid Waste Management Component (Municipal Solid Waste, Industrial Solid Waste and Special Waste)

- c. Protected Areas and Wildlife Bureau – Upland Ecosystem Management Component (Biodiversity)
- d. Coastal Environment Program – Coastal Ecosystem Management Component (Mangrove, Beach, and Coastal Municipal Waters)
- e. DENR Regional Offices
- f. Provincial ENR Offices
- g. Community ENR Offices

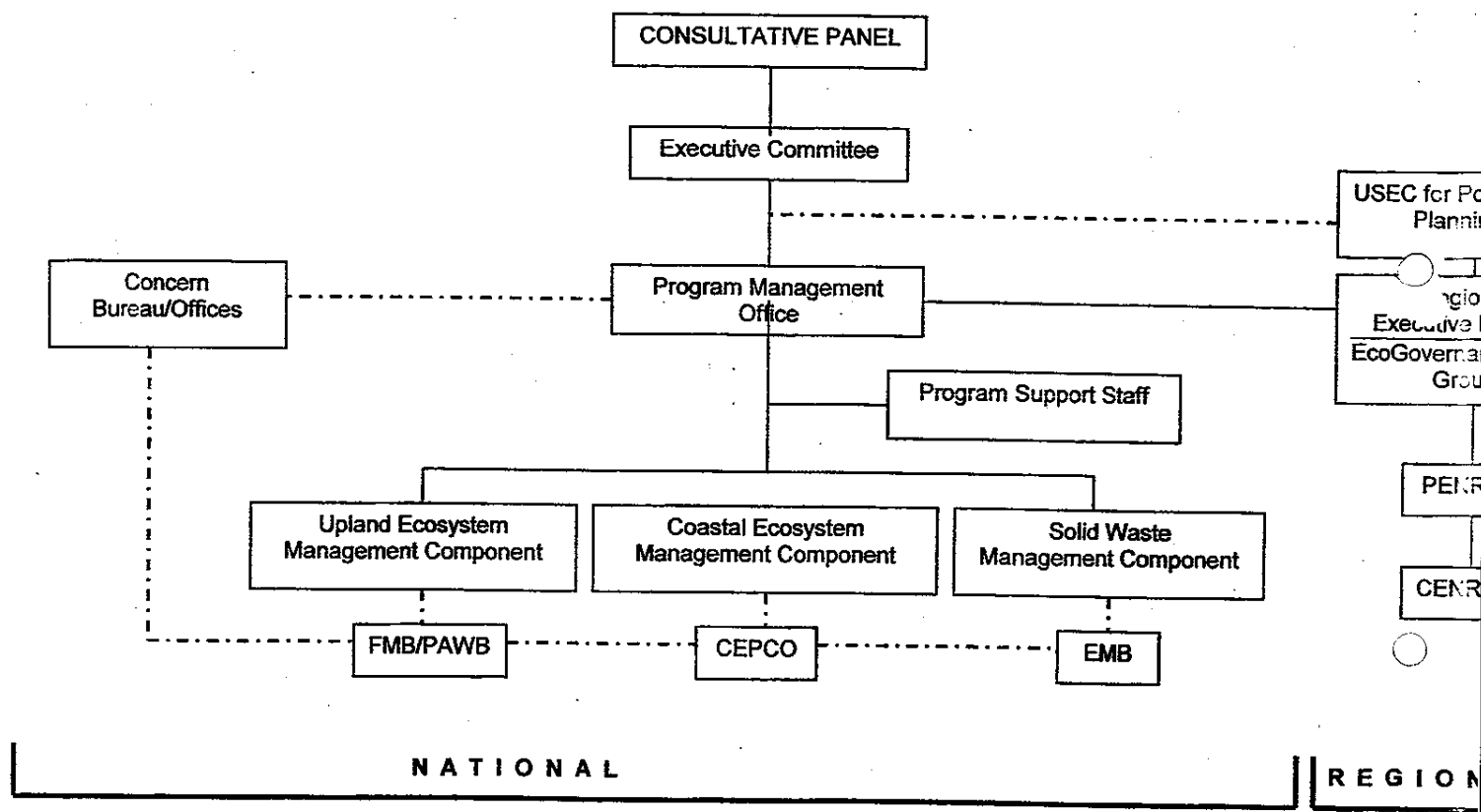
- 3.0 The Foreign-Assisted and Special Projects Office (FASPO) and the National Flagship Projects Office (NFPO) shall provide its oversight function on the Program.
- 4.0 Other DENR concerned offices shall be tapped in the implementation of the Program.
- 5.0 The corresponding organizational structures (appendices A&B) are appended.
- 6.0 This Order takes effect immediately.



HEHERSON T. ALVAREZ
Secretary

ANNEX A

PROPOSED ORGANIZATIONAL STRUCTURE
ECOGOVERNANCE PROGRAM



CP-Consultative Panel
 CENRO-Community Environment and Natural Resources
 CEPCO-Coastal Environment Program Coordinating Office
 EMB-Environmental Management Bureau

FMB-Forest Management Bureau
 PAWB-Protected Areas and Wildlife Bureau
 PENRO-Provincial Environmental and Natural Resources

ANNEX B

PROPOSED ORGANIZATIONAL STRUCTURE
PROGRAM MANAGEMENT OFFICE
ECOGOVERNANCE PROGRAM

