



Republic of the Philippines
Department of Environment and Natural Resources
LAND MANAGEMENT BUREAU

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MEMORANDUM

05 AUG 2021

FOR : ALL REGIONAL EXECUTIVE DIRECTORS
Except DENR-Regions II, VIII and XII

FROM : The Acting Director

SUBJECT : HIGHLIGHTS OF THE CONSULTATIVE MEETING-WORKSHOP ON THE IMPLEMENTATION OF THE MEMORANDUM OF AGREEMENT EXECUTED BY AND BETWEEN THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR) AND DEPARTMENT OF NATIONAL DEFENSE (DND)

This is in connection with the Consultative Meeting-Workshop on the Implementation of the Memorandum of Agreement executed by and between the Department of Environment and Natural Resources (DENR) and the Department of National Defense (DND) held last July 26, 2021 via Google Meet.

The highlights and agreements tackled during the said meeting are as follows:

- The Work and Financial Plan (WFP) will cover the period from August to December 2021 with cost estimate of Php55,000.00 if the conduct of Survey and Mapping will be done by admin subject to the table below:

1 to 10 has	5 working days
11 to 50 has	+4 working days
51 to 100 has	+3 working days
101 to 150 has	+2 Working days
151 has above	+2 days every 50 has

In case the Survey and Mapping will be done through outsourcing, the cost estimate shall be Php3,000.00/hectare.

- For Caniao Camp in Region 1 considering that it was surveyed using Regular Fund-GAA, it will be replaced with another camp which shall be covered by the Memorandum of Agreement.
- The request for exemption from the unit cost of Fort Magsaysay in Region 3 because of its vastness was declined because the WFP cannot be changed anymore since it was already signed and approved in 2019.
- The cost of processing Special Patent and Presidential Proclamation is Php10,000.00 and Php5,000.00, respectively. It was suggested that Regions must indicate the output in the WFP whether Special Patent or Presidential Proclamation will be issued for proper costing.
- The request for higher costing of Region 5, specifically for Naval Station Julhasan Arasain, was likewise declined considering that Region 5 has an allotted budget of Php323,000.00 that can be reallocated within the Regional Fund.

- The submission of the revised WFP and Monthly Disbursement Fund (MDP) will be on or before July 30, 2021.
- Upon receipt of the WFP, the LMB shall submit the same to the Central Office within two (2) to three (3) days.
- The Memorandum of Agreement (MOA) for the transfer of fund shall not indicate the list of military camps but only the total fund allotted per Region.
- Draft a Memorandum to be signed by Director Talabis addressed to all Regions on the agreement of the workshop and with instruction that the Regions may proceed with the procurement of equipment upon submission of the revised WFP and MDP.
- Main Focal Person for all Regions will be decided upon but the ARD for TS.

For your information and compliance, please.

Attach herewith is the copy of Minutes of the Meeting for your reference.

Emelyne V. Talabis
ATTY. EMELYNE V. TALABIS, CESE



MINUTES OF THE MEETING
CONSULTATIVE MEETING-WORKSHOP ON THE IMPLEMENTATION OF THE
MEMORANDUM OF AGREEMENT EXECUTED BY AND BETWEEN THE
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR) AND THE
DEPARTMENT OF NATIONAL DEFENSE (DND)

Via virtual
July 26, 2021 @ 10:00 AM

I. ATTENDEES

Please see attached attendance sheet.

II. RATIONALE:

- ✓ To effectively and efficiently implement the Memorandum of Agreement (MOA) executed by and between the Department of Environment and Natural Resources;
- ✓ To finalize the Work and Financial Plan 2021 for the 27 priority properties/military camps, and
- ✓ To level off on the manner of fund transfer from Central Office to Regional Offices and LMB

III. SALIENT FEATURES OF DND AND DENR MOA

1. The DENR is task to render technical support and assistance to the AFP in the procurement of survey work and in the conduct of surveys;
2. The DENR will prepare and recommend to the Office of the President the approval of Presidential Proclamation and/or Special Patent, as may be necessary, pursuant to existing rules and regulations;
3. The AFP is responsible to submit to the DENR all documentary requirements for the preparation of a Presidential Proclamation and/or Special Patent, as may be necessary, and,
4. The AFP shall provide funding for the expenses that the DENR may incur for rendering administrative and technical support and assistance, including monitoring and evaluation of performance of other related activities, subject to Government accounting and auditing procedures.

IV. BACKGROUND

- A Memorandum of Agreement (MOA) was entered by and between the Department of National Defense (DND) and the Department of Environment and Natural Resources (DENR) on March 04, 2019 for the survey and titling of DND-AFP properties;
- A workshop is conducted in November 2019 in Davao City;
- A Memorandum of Agreement (MOA) on the Transfer of Funds was notarized on October 21, 2020;
- Pursuant to the implementation of the MOA, a Special Allotment Release Order (SARO) was issued on 03 April 2020 by the Department of Budget and Management (DBM) with total amount of TWO HUNDRED NINETY-EIGHT MILLION TWO HUNDRED EIGHTY-SIX THOUSAND SIX HUNDRED SEVENTY-SIX PESOS (Php298,286,676.00);
- On 11 March 2021, the amount of P 298,286,676.00 was transferred by DND to DENR;

V. DISCUSSION AND AGREEMENTS:

ISSUE/TOPIC	DISCUSSION										
<p>Proposed Revision of WFP and Preparation of Monthly Disbursement Plan</p>	<p>Formulation of 2021 Work and Financial Plan based on the following assumptions:</p> <ol style="list-style-type: none"> 1. <u>Period covered:</u> August to December 2021 2. <u>Cost Estimate:</u> <ol style="list-style-type: none"> 2.1 Conduct of Survey and Mapping <ol style="list-style-type: none"> 2.1.1 by admin at Php55,000.00 <table border="1" data-bbox="596 650 1138 814"> <tr> <td>1 to 10 has</td><td>5 working days</td></tr> <tr> <td>11 to 50 has</td><td>+4 working days</td></tr> <tr> <td>51 to 100 has</td><td>+3 working days</td></tr> <tr> <td>101 to 150 has</td><td>+2 Working days</td></tr> <tr> <td>151 has above</td><td>+2days every 50 has</td></tr> </table> 2.1.2 through outsourcing at Php3,500/hectare 2.2 Processing of Special Patent: > P10,000.00 per issuance of Special Patent/ Presidential Proclamation P5,000.00 2.3 Project Management and Supervision (PMS): (7% of the total Direct Cost) 2.4 Monitoring and Evaluation (M&E): (3% of the total Direct Cost) <p>Also, Atty. Emelyne Talabis, Acting Director of LMB, added that for the guidance of all Regions regarding the revision of WFP, the regions will have to identify those camps that can be done by December 2021 as a commitment and later, will submit justification for those remaining camps.</p> <p>In case of Region 1, Engr. Aragon said that Caniao Camp was already surveyed by admin using Regular fund- GAA. It was clarified whether the budget will no longer be released to them or it can be replaced with another camp.</p> <ul style="list-style-type: none"> - Manuel Felino V. Ramos, Assistant Secretary for Real Estate and Installation, agreed with the replacement of the camp. Director Angelito Fontanilla of DENR-Financial Management Services (FMS), stated that if the camp will be replaced, it should be removed from the MOA. As per amended MOA that is being prepared, Alex Pascua OIC-Chief of Land Management Division in Land Management Bureau (LMB), said that there is no listing of camps but rather statement referring to the listed camps as per approved WFP. Also, it was emphasized that LMB will be responsible for the procurement of RTK. <p>Engr. Fernandez from Region 3, requested for the exemption from the unit cost considering the vastness of the property.</p> <ul style="list-style-type: none"> - Director Talabis said that one Special Patent will be issued for Fort Magsaysay Military Reservation even if it covers two municipalities. Sir Alex clarified that the concern is due to insufficient budget for Travel Expenses since it will cover several PENRO, CENRO and Regional Office. He explained that the Investigator can join the Survey team while the reports and other action documents can be prepared in the Office. He also added that the travel will be limited after the issuance of Proclamation or Special Patent. In fact, the unit cost of preparation of Special Patent 	1 to 10 has	5 working days	11 to 50 has	+4 working days	51 to 100 has	+3 working days	101 to 150 has	+2 Working days	151 has above	+2days every 50 has
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
	<p>as per Regular Funding-GAA is only Php5,000.00 while the budget for the said camp is Php10,000.00. Director Talabis, clarified that we cannot change the WFP since it was already signed and approved on 2019, hence the request has to be declined.</p> <p>Director Fontanilla clarified the item 2.2 Processing of Special Patent stated as <i>"P10,000.00 per issuance of Special Patent/ Presidential Proclamation P5,000.00"</i>.</p> <ul style="list-style-type: none"> - Sir Alex explained that there are some camps which are classified as forest lands, hence, only Presidential Proclamation can be issued and not Special Patent. He then noted that Regions must indicate the output in WFP if Special Patent or Presidential Proclamation will be issued for proper costing. <p>Engr. Josie Columna, Chief, Surveys Division from Region 5, inquired in regards the fund for the Naval Station Julhasan Arasain (7 has) which is P67,000.00, the region is requesting for a higher costing because the said camp is complicated that needs more research and the allotted budget will not be sufficient.</p> <ul style="list-style-type: none"> - Sir Alex answered that based on the revised MOA, there camps were no longer listed It was cleared that Region 5 has an allotted budget of Php323,000.00 with three (3) camps wherein this can be re-allocated and Atty. Ronnel Sopsop, OIC-Assistant Regional Director for Technical Services (ARD-TS), mentioned that they will do the necessary adjustment and they will work on within the Php323,000.00. Director Fontanilla suggested that they should not indicate the budget per camp in the WFP. Engr. Pacis from LMB commented that the unit cost is different in Region 5. They can re-allocate within the Regional Fund. <p>Representative from the Office of ARD-TS, Region 9 inquired if RTK will be provided.</p> <ul style="list-style-type: none"> - Sir Alex answered that procurement of RTK will be schedule the soonest time possible. He then asked if they have any survey equipment for the meantime. Region 9 responded that their other survey equipment was no longer operational. Director Talabis commented that the procurement of RTK will be prioritized. Immediately after the availability of budget, it will be purchased since the specification needed is already prepared.
Proposed Terms of Reference for the Outsourcing of Survey Activities	<p>It was presented by Alex C. Pascua from LMB, emphasizing that the TOR was only a proposal of LMB and the Regions may adopt or modify. However, the condition stated as "Certification from LMB and/or Regional Office that the bidder has no pending projects whether with the Central office or Regional Offices concerned", is non-negotiable.</p>
Monitoring and Evaluation of Physical and Financial Accomplishment	<p>On Physical Accomplishment:</p> <ul style="list-style-type: none"> • Quarterly submission of narrative physical accomplishment to LMB • Project Completion Report <p>On Financial Accomplishment:</p> <ul style="list-style-type: none"> • Liquidation Report for submission to the Central Office, copy furnished LMB. - As per Director Fontanilla, we can disburse amount upon receipt of the funds. - For this specific activity, LMB should advise Regional Offices that there is this activity and the amount.

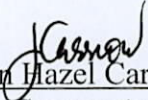
AGREEMENTS:	RESPONSIBLE PERSON/ OFFICE:
✓ Revise the 2020 WFP's period coverage from August to December 2021	✓ All Concerned Regions
✓ Regions to submit the WFP and the Monthly Disbursement Plan (MDP) on or before July 30,2021 (Friday).	✓ All Concerned Regions
✓ Within two (2) to three (3) days upon receipt of the WFP, the LMB shall submit the same to the Central Office.	✓ LMB
✓ With regard to the costing of Special Patent (Php10,000.00) and Presidential Proclamation (Php5,000.00), Director Fontanilla suggested that the output should be indicated in the WFP.	✓ All Concerned Regions
✓ The amendment on the MOA for the transfer of fund should not indicate the list of military camps, but only the total fund allotted per Region. LMB will procure the equipment/RTK.	✓ LMB
✓ Draft a Memo to be signed by Director Talabis addressed to all Regions, on the agreements of this workshop and with instructions that the Regions may proceed with the procurement of equipment upon submission of revised WFP and MDP.	✓ LMB
✓ Email the proposed Terms of Reference to the Regions.	✓ LMB
✓ For Bidder's Qualification, Regions must submit a list of contractors with pending issues.	✓ All Concerned Regions
✓ Main Focal Person for all Regions will be decided upon by the ARD for TS within the day before 4pm.	✓ All Concerned Regions & LMB

VI. ADJOURNMENT


There being no other matters to be discussed, the Meeting was adjourned.

Prepared by:



Reggie Lyn B. Daet
Secretariat


Jian Hazel Carreon
Secretariat

Verified by:


Engr. Rosemarie L. Leccio
Chief, Reservation and Grants Section

Submitted by:


Alex C. Pascua
OIC-Chief, Land Management Division
