



PARTICIPANT'S INFORMATION NOTE

I. Rationale

The Forest Management Bureau is mandated to provide technical guidance to the DENR Central and field offices in the effective protection, development, and conservation of forestlands and watersheds, and to recommend policies and programs towards the achievement of sustainable forest management, based on science and principles of good forest governance.

The Bureau has previously conducted *Forestry Fridays: A Forestry Webinar Series* in 2020 to (1) capacitate DENR Field Offices in various policies and guidelines, specifically those that are related to forestland and resources management and conservation, (2) document problems encountered in the implementation of policies, and (3) identify policy gaps and inputs necessary for formulating new guidelines or amending existing ones based on implementation issues, challenges and needs.

II. Objectives and Expected Output

The proposed Forestry Webinar aims to guide the DENR field offices (Regional Offices, PENROs, and CENROs) on the recently approved forestry related policies and guidelines through orientation and discussion forum to improve their capacity on policy implementation, clarify provisions, and identify policy gaps and implementation issues, if necessary.

At the end of the learning event, the participants should be well-versed in the recently approved forestry related policies discussed and be able to apply their knowledge in the implementation of these policies. The FMB should also be able to identify policy gaps, implementation issues, amendments and/or clarifications to the recently approved guidelines, for common understanding of field implementers.

III. Approach and Methodology

The online learning event will be held on ***July 16 & 23, 2021*** from 9:00 AM to 12:00NN ***via Zoom application.***

Only two (2) pre-registered accounts per field office will be allowed in the Zoom session, in consideration of the maximum capacity of FMB's Zoom account. All Regional Offices shall submit the consolidated Zoom accounts on or before June 16, 2021. The field offices may also opt to project the webinar in an LCD/LED projector or TV screen in their offices.

A. Schedule of Topics

The topics and its corresponding schedule are as follows (see attached Annex 1 for the detailed daily schedule):

Day 1 (July 16, 2021)

- DAO 2020-06: Amending Certain Provisions and Expanding the Coverage of DENR Administrative Order 2018-16 or the “Guidelines in the Processing and Issuance of Permits on the Removal and Relocation of Trees Affected by DPWH Projects”
- DAO 2021-11: Guidelines in the Processing and Issuance of Permits for the Cutting, Removal and Relocation of Naturally Growing Trees
- DAO 2020-18: Promoting Tree Plantation Development and Liberalizing Harvesting and Transport of Planted Trees and Tree Derivatives for Inclusive Growth and Sustainable Development

Day 2 (July 23, 2021)

- DAO 2021-04: Guidelines in the Implementation of the Forestry Investment Portfolio Approach (FIPA)
- DAO 2021-05: Revised Regulations Governing the Establishment and Operations of Wood Processing Plants (WPP)
- DAO 2021-06: Revised Regulations Governing the Entry and Disposition of Imported Wood Products

B. Lectures and Open Forum

A pre-recorded lecture of each topic will be presented during the webinar and followed by an open forum. In the interest of time, selected questions will be discussed during the webinar; other questions and corresponding answers will be included in the documentation. Participants are encouraged to send their questions in advance via email (forestrywebinar@gmail.com).

A post-test will be given after the program, to assess the participant’s knowledge on the topics discussed.

C. Certificate of Participation

Participants who accomplished the webinar evaluation form and post-tests and with complete attendance will be given a Certificate of Participation. The Certificate, copies of the presentations, and documentation will be sent via email at the end of the webinar series.

IV. Target Participants

The target participants are officials and technical personnel from the DENR Regional Offices, Provincial Environment and Natural Resources Offices (PENRO) and Community Environment and Natural Resources Offices (CENRO) that are involved in forestry services.

Only two (2) pre-registered accounts per field office will be allowed in the Zoom sessions, considering the maximum limit of FMB's Zoom account. A total of 474 participants from 16 Regional Offices, 75 PENROs, and 146 CENROs may join the Zoom Webinar. The following are the priority officials for the Zoom Webinar:

Date/Topic	Regional Office	PENRO	CENRO
July 16, 2021 DAO 2020-06, 2020-18, DAO 2021-11	ARD for Technical Services and Chief, Licenses, Patents & Deeds Division	PENR Officer Chief, Technical Division	CENR Officer Chief, Regulation & Permitting Section
July 23, 2021 DAO 2021-04	ARD for Technical Services and Chief, Licenses, Patents & Deeds Division	PENR Officer Chief, Technical Division	CENR Officer Chief, Regulation & Permitting Section
July 23, 2021 DAO 2021-05	ARD for Technical Services and Chief, Licenses, Patents & Deeds Division	PENR Officer Chief, Technical Division	CENR Officer Chief, Regulation & Permitting Section
July 23, 2021 DAO 2021-06	ARD for Technical Services and Chief, Conservation and Development Division	PENR Officer Chief, Technical Division	CENR Officer Chief, Regulation & Permitting Section

V. Resource Persons and Secretariat

The resource persons will come from the concerned technical divisions of the Bureau as shown in the Program of Activities while the Forest Policy, Planning and Knowledge Management Division-Forest Policy Section and Knowledge Information System Section shall serve as secretariat. Likewise, the Forest Policy Section is authorized to seek the assistance of other FMB personnel for the activity execution, as deemed necessary. An assisting professional shall also be hired as webinar moderator.

VI. Zoom Pre-registration Procedures

1. The DENR Regional Offices shall consolidate all the email accounts in the prescribed Pre-registration Accounts sheet. The PENROs and CENROs shall submit the email accounts to their respective Regional Offices
2. The DENR Regional Offices shall send the Zoom Pre-registration Accounts sheets via email to forestrywebinar@gmail.com with the subject **Office Name_Zoom Pre-registration Accounts** (ex. DENR FMB_Zoom Pre-registration Accounts).
3. The FMB will send the Zoom pre-registration links to the submitted email accounts. DO NOT SHARE this link with other email accounts.
4. The Zoom participants shall pre-register in each webinar session. Only pre-registered accounts will be allowed in the Zoom Session.
5. **All Zoom Pre-registration Account sheets should be submitted to FMB on or before June 16, 2021.**

ANNEX 1. PROGRAM OF ACTIVITIES

Time	Activity	Responsible Person/s
Day 1 (July 16, 2021)		
8:30-9:00 am	Participants Registration	
9:00-9:05 am	Opening Program/House Rules	Moderator
9:05-9:15 am	Welcome Remarks	Assistant Secretary Marcial C. Amaro Jr, <i>CESO III</i>
9:15-10:15 am	<p>DAO 2020-06: Amending Certain Provisions and Expanding the Coverage of DENR Administrative Order 2018-16 or the “Guidelines in the Processing and Issuance of Permits on the Removal and Relocation of Trees Affected by DPWH Projects”</p> <p>DAO 2020-18: Promoting Tree Plantation Development and Liberalizing Harvesting and Transport of Planted Trees and Tree Derivatives for Inclusive Growth and Sustainable Development</p> <p>DAO 2021-11: Guidelines in the Processing and Issuance of Permits for the Cutting, Removal and Relocation of Naturally Growing Trees</p>	FRMD/FPPKMD
10:15-10:30 am	Break	
10:30-11:30 am	Open Forum	Moderator & Resource Person/s
11:30 am	Closing Program/Announcements Post-Test	Moderator
Day 2 (July 23, 2021)		
8:30-9:00 am	Participants Registration	
9:00-9:10 am	Opening Program/Recap of Day 1	Moderator
9:10-9:30 am	DAO 2021-04: Guidelines in the Implementation of the Forestry Investment Portfolio Approach (FIPA)	FIDD/FPPKMD
9:30-10:00 am	Open Forum	Moderator & Resource Person/s
10:00-10:10 am	Break	
10:10-10:30 am	DAO 2021-05: Revised Regulations Governing the Establishment and Operations of Wood Processing Plants (WPP)	FRMD/FPPKMD
10:30-11:00 am	Open Forum	Moderator & Resource Person/s
11:00-11:10 am	Break	
11:10-11:30 am	DAO 2021-06: Revised Regulations Governing the Entry and Disposition of Imported Wood Products	
11:30-12:00 nn	Open Forum	Moderator & Resource Person/s
12:00 nn	Closing Program/Announcements Post-Test	Moderator