



MEMORANDUM

FOR : The Regional Executive Director
DENR – MIMAROPA Region
1515 L&S Bldg., Roxas Blvd., Ermita, Manila

FROM : The Assistant Secretary for Policy, Planning, and Foreign Assisted and
Special Projects, and Director, in concurrent capacity

SUBJECT : **1ST QUARTER CY 2021 ACCOMPLISHMENT REPORT ON
THE EVALUATED/ASSESSED CERTIFICATE OF
STEWARDSHIP CONTRACTS (CSCs) WITHIN MIMAROPA
REGION**

DATE : **JUN 24 2021**

This pertains to your Memorandum submitting the 1st quarter CY 2021 accomplishment report on the evaluated/assessed Certificate of Stewardship Contracts (CSCs) within your region.

This Office noted the accomplishment report submitted, however, the summary report on the conducted performance evaluation of CSCs for the whole region does not follow the prescribed format per our Memorandum dated 17 July 2020 and further reiterated on Memorandum dated 22 April 2021 (hereto attached). Likewise, the summary report of some CENRO does not follow the said format. Further, the Region is also being requested to include in the report policy proposals which are deemed necessary to be crafted or revised/amended based on current realities in the field.

In this regard, please be guided by the said Memoranda in the succeeding submission of such reports for proper review and evaluation. The Region should also advise the CENRO that submitted summary report should follow the same format for ease of consolidation. Furthermore, please be guided of the following guidelines (hereto attached) to properly facilitate the process on renewal, cancellation, and transfer of CSC, to wit:

- a. DENR Memorandum Circular No. 1993-21 - Revised Procedures on the Conduct of Performance Evaluation of Stewardship Agreement, Cancellation and Compensation of the Holders Thereof;

- b. DENR Memorandum Circular No. 1993-23 - Revised Procedures on the Transfer of Certificate of Stewardship (CS) to the Next-of-Kin of the Holders Thereof;
- c. Memorandum from the Undersecretary for Field Operations dated 28 November 2013 – Renewal and Cancellation of Certificate of Stewardship Contract (CSC); and
- d. FMB Technical Bulletin No. 11 - Supplemental Guide on the Evaluation of Certificate of Stewardship Contracts.

FOR INFORMATION AND CONSIDERATION, PLEASE.



MARCIAL C. AMARO, JR., CESO III

cc: *The Undersecretary for Field Operations and Environment
DENR Central Office*



Republic of the Philippines
Department of Environment and Natural Resources

FOREST MANAGEMENT BUREAU

Visayas, Avenue, Diliman, 1100 Quezon City

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MEMORANDUM

FOR : The Regional Executive Directors
DENR Regions 1-13 and CAR

FROM : The OIC, Director

SUBJECT : **PRESCRIBED FORMAT FOR THE SUBMISSION OF THE SUMMARY REPORT ON THE PERFORMANCE EVALUATION OF CERTIFICATE OF STEWARDSHIP CONTRACT (CSC)**

DATE : 17 July 2020

This pertains to the submission of summary result on the Performance Evaluation of Certificate of Stewardship Contract (CSC). Per Section 2.3 of DENR Memorandum Circular (DMC) No. 1993-21, the CSC Evaluation Team shall submit a Summary Report to the Regional Executive Director copy furnished the DENR Central Office following the prescribed format in Annex B, therein. However, this Office is still receiving different formats of said reports on CSC.

Relative thereto, please follow the attached **Annex 1** as the prescribed format for the submission of Summary Report on the Performance Evaluation of CSC to be submitted to the DENR Central Office, copy furnished this Office. Said format is based on the prescribed format provided in DMC 1993-21 with some modification.

FOR INFORMATION AND GUIDANCE.

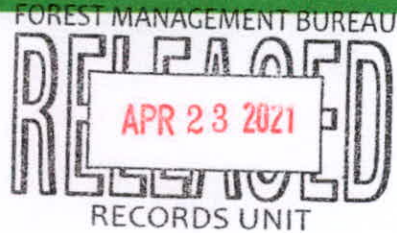

LOURDES C. WAGAN, CESO IV



Annex 1
(Prescribed Format)

**SUMMARY REPORT ON THE PERFORMANCE EVALUATION
OF CERTIFICATE OF STEWARDSHIP CONTRACT (CSC)**

OFFICE	NAME OF CS HOLDERS/ NUMBER OF CSC EVALUATED	AREA	LOCATION	DATE ISSUED	RESULT OF EVALUATION			ACTION TAKEN BY THE REGION (RENEW/ CANCEL/ FOR RE- EVALUATION)	REMARKS
					NUMERICAL RATING	RECOMMENDATION (FOR RENEWAL/FOR CANCELLATION/ FOR RE- EVALUATION)	REMARKS (IF CSC WAS TRANSFERRED, INCLUDE THE NAME TO WHOM IT WAS TRANSFERRED AND HIS/HER RELATIONSHIP TO THE CS HOLDER)		
REGION	GRAND TOTAL								
PENRO 1	TOTAL								
CENRO 1	SUB-TOTAL								
	Name CSC 1								
	Name CSC 2								
CENRO 2	SUB-TOTAL								
	Name CSC 1								
	Name CSC 2								
PENRO 1	TOTAL								
CENRO 1	SUB-TOTAL								
	Name CSC 1								
	Name CSC 2								
CENRO 2	SUB-TOTAL								
	Name CSC 1								
	Name CSC 2								



MEMORANDUM

FOR : The Regional Executive Directors
DENR – Regions 1 – 13 and CAR

FROM : The Assistant Secretary for Policy, Planning, and Foreign Assisted and
Special Projects, and Director, in concurrent capacity

SUBJECT : **PRESCRIBED FORMAT FOR THE SUBMISSION OF THE
SUMMARY REPORT ON THE PERFORMANCE
EVALUATION OF CERTIFICATE OF STEWARSHIP
CONTRACT (CSC)**

DATE : **APR 22 2021**

This has reference to the Memorandum dated 17 July 2020 from the OIC Director of the Forest Management Bureau, Lourdes C. Wagan regarding the submission of summary result on the Performance Evaluation of Certificate of Stewardship Contract (CSC). In this regard, the Regions are being requested to include in their report, policy proposal/s which they deem necessary to be crafted or revised/ amended based on current realities in the field.

Submit the Summary Report on the Performance Evaluation of CSC together with the Region's policy proposal/s on CSC to the Office of the Undersecretary for Field Operations and Environment, copy furnished this Office.

FOR INFORMATION AND CONSIDERATION, PLEASE.


MARCIAL C. AMARO, JR., CESO III

cc: The Undersecretary for Field Operations and Environment



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

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MEMORANDUM

FOR : The Regional Executive Directors
DENR Regions 1-13 and CAR

FROM : The OIC, Director

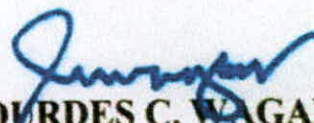
SUBJECT : **PRESCRIBED FORMAT FOR THE SUBMISSION OF THE
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EVALUATION OF CERTIFICATE OF STEWARDSHIP
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FOR INFORMATION AND GUIDANCE.


LOURDES C. WAGAN, CESO IV

DENR Memorandum Circular

No. 21

June 30, 1993

SUBJECT : Revised Procedures on the Conduct of Performance Evaluation of Stewardship Agreement, Cancellation and Compensation of the Holders Thereof

Pursuant to DENR Administrative Order No. 04, Series of 1991, prescribing the revised regulations implementing the Integrated Social Forestry Program (ISFP) and in order to facilitate the evaluation of the performance of Stewardship Agreement holders and to further provide procedures in the cancellation thereof including the compensation of its holders, the following procedures are hereby promulgated for the guidance and compliance of all concerned:

Section 1. Coverage. All ISF participants who are holders of Stewardship Agreement for a period of at least two (2) years shall be subject of evaluation as provided for in this Order.

Section 2. Preliminary Procedures on the Conduct of Evaluation. Prior to the conduct of evaluation, the following procedures shall be observed by all concerned:

- 2.1 Team Composition** - The evaluation team shall be composed of at least four (4) members, namely: (a) Representative from the Regional/Social Forestry Division as the team leader; (b) CENRO ISF Desk Officer; (c) PENRO ISF Coordinator; and (d) Representative/s from the community, local government units (LGUs) and the concerned Non-Government Organization (NGO), whenever possible.

The concerned Development Assistants (CDA) shall assist the team in the conduct of the evaluation.

- 2.2 Basis for Evaluation.** To facilitate the evaluation process, the CENR Office shall provide the team with the file copy of CS/CCFS and the individual farm plan for CS and community plan for CCFS and ISF map of the area;

- 2.3 **Submission of Reports.** Within ten (10) days after the conduct of the evaluation, the team shall submit to the RED concerned a report thereon following the format prescribed in Annex A hereof, copy furnished the DENR Central Office and the CENRO concerned.

Section 3. Evaluation Procedures. The following procedures shall be complied with in the conduct of evaluation by all concerned;

- 3.1 The Social Forestry Division in the Regional Office shall conduct inventory of CS and CCFS holders, determine those to be evaluated in accordance with Section 1 hereof. The corresponding action plan informing then CENR office of the schedule of evaluation shall likewise be prepared;

- 3.2 The Regional Executive Director shall issue a special order designating the concerned Community Development Officers, PENRO ISF Coordinator and representatives from the Regional/Social Forestry Division as members of the Evaluation Team.

The community to be evaluated shall be notified and informed of the purpose of the visit and shall be requested to designate a representative to the Team;

- 3.3 The team shall prepare sketches of the farmlots to be assessed based on the standard ISF map of each forest occupant including the Individual/Community Plan as basis for evaluation.

- 3.4 The team shall then proceed with the evaluation of grantees using the Performance Evaluation Sheet prescribed in Annex B hereof. The report shall be prepared in accordance with Section 2.3 hereof.

- 3.5 The RED concerned shall send written notice to holders of Stewardship Agreement with the poor ratings indicating the three specific remedial measures to be adopted by the farmers.

- 3.6 Participants recommended for remedial actions shall be re-evaluated after one (1) year. The result of such evaluation shall be the basis for reconsideration or termination of stewardship agreement.

- 3.7 The continuing evaluation shall be conducted once every year.

- 3.8 The Regional Executive Director shall set aside funds for the purpose chargeable against Project Management Supervision (PMS) allocations;

Section 4. Re-evaluation of the Area and Performance. A re-evaluation of the area and the performance of the holders of the Stewardship Agreement previously evaluated as unsatisfactory shall be undertaken by the DENR within one (1) year from the expiry date of the prescribed grace period. As much as possible, the same evaluation team who conducted the previous performance evaluation shall conduct the re-evaluation.

Section 5. Re-evaluation Procedures. To facilitate the conduct of the re-evaluation activities, the duly designated evaluation team shall discharge the following functions:

- 5.1 Determine the extent of cultivation/development made on the individual lot.
- 5.2 Determine any serious and continued violation of existing forestry laws, rules and regulations in the development of the area.
- 5.3 Conduct interviews and verification regarding the performance of the concerned holder of Certificate of Stewardship; and
- 5.4 Prepare recommendations to the CENRO and RED concerned in support of the findings of the team for the cancellation or termination of the Agreement.

Section 6. Ground for Cancellation/Termination. Upon the recommendation of the Evaluation Team, the CENRO concerned shall cause the cancellation of the Agreement based on the following grounds:

- 6.1 Failure of the program participants to comply with the terms and conditions of the Agreement within the prescribed grace of one (1) year after the issuance of the Notice of Neglect by the RED concerned;
- 6.2 Falsifying public documents to obtain Agreement;
- 6.3 Transferring the Certificate of Stewardship to other persons through sale;
- 6.4 For serious and continued violation of existing forestry laws, rules and regulations of the Stewardship Agreement; and
- 6.5 When public interest so requires as determined by the DENR Secretary.

Section 7. Compensation. In case of cancellation/ termination due to public interest as determined by the DENR Secretary, the concerned CS holders shall be entitled to reimbursement of the cost incurred for all the permanent improvements introduced on the land. The following criteria shall be used a basis:

- 7.1 All permanent improvements shall be compensated based on the fair market value prevailing in the area as assessed by any disinterested third party, less all charge or other obligations accruing to the government, if any; and
- 7.2 The assessment to permanent improvement shall be based on the potential harvest of fruit/forest trees in the area, taking into consideration the season whether wet or dry and the accessibility of site to the nearest market.

Section 8. Cancellation Procedure. When the report of the evaluation team warrants the cancellation of the Agreement, the Secretary or his duly authorized representative shall issue the cancellation order (ANNEX C), provided that such representative shall always be higher than the officer who issued the Agreement.

The following procedures shall be followed in the execution of the cancellation order:

- 8.1 The CENRO shall send a written notice to the CS holders describing the violations that have been committed, identifying the penalties that will be imposed and giving the CS holders thirty (30) days within which to reply or to appeal thru the CENRO;
- 8.2 Immediate imposition of the penalties earlier identified shall be effected in case of failure to reply or appeal within the prescribed period;
- 8.3 Evaluation of the reply or appeal submitted and conduct further investigation/inspection. Within thirty (30) days from the conclusion of the investigation, corresponding notice shall be issued to the holder;
- 8.4 the recommendation/s of the evaluation team is final and executory. The concerned CS holder shall be duly informed of the decision for cancellation copy furnished the RED and PENRO concerned and the Social Forestry Division.

Section 9. Turn-over of Affected Areas for Proper Management. In the case where cancellation is due to the grounds listed under Section 3.1, 3.2, and 3.3 hereof, following factors may be considered by the Evaluation Team:

- 9.1 If the project site has no existing recognized farmers' organizations, the affected area shall be turned-over to the government.
- 9.2 If the project site has an existing organization, the area may be turned-over to the organization for proper management. The area may served as a demonstration site to showcase the different activities undertaken in the site; and
- 9.3 The association may allocate the area to any nominated person who possessing the necessary qualifications in managing and developing the area subject to the approval of the DENR Secretary or his duly authorized representative.

Section 10. Resettlement. If the cancellation is due to public interest as determined by the Secretary, the affected program participant, shall whenever practicable be resettled to another area. They shall also be given the opportunity to participate in the selection of alternative resettlement site.

Section 11. Penalties. Upon cancellation of the CS, the concerned upland farmers shall:

- 11.1 Vacate the area within sixty (60) days upon receipt of the notice of cancellation, otherwise, they shall be charged with the violations under Section 69 of PD 705 as amended and other liabilities as maybe prescribed applicable by Laws.
- 11.2 Be disqualified to participate and/or acquire Certificate of Stewardship and other license or permit from the DENR.

Section 12. Repealing Clause. All memorandum, circulars and order inconsistent with any of the provisions hereof are hereby repealed and or amended accordingly.

Section 13. Effectivity. This Circular takes effect immediately.

ANGEL C. ALCALA
Secretary

DENR Memorandum Circular

No. 23

July 08, 1993

SUBJECT : Revised Procedures on the Transfer of Certificate of Stewardship (CS) to the Next-of-Kin of the Holders Thereof

Pursuant to Section 11 of DENR Administrative Order No. 4 series of 1991, and in order to facilitate the transfer of rights and privileges of the holder of Certificate of Stewardship (CS) to his/her next-of-kin, the following procedures shall be complied with by all concerned:

Section 1. General Conditions on the Transfer of Certificate of Stewardship. In general, the transfer of Certificate of Stewardship to the next-of-kin shall be governed by the following conditions:

1.1 The rights and privileges conferred to the holder/s of a Stewardship Agreement may be transferred only to the next-of-kin of the original holder only under any of the following situation:

- a. Death or incapacity of the original Steward;
- b. Movement outside of the area by the Steward;
- c. Change of vocation of the Steward aside from upland farming; and
- d. The steward cease to be the actual tillers of the area for whatever valid and acceptable reason/s.

Other nominated persons or party possessing the necessary qualifications may also be appointed by the original steward. PROVIDED, however, that prior approval of DENR Secretary or his duly authorized representative is sought;

1.2 In all cases appertaining hereto, the original CS number assigned to the grantee shall remain the same;

1.3 The concurring qualified heirs or next-of-kin shall enjoy the rights and privileges corresponding to the remaining unexpired term of the Stewardship Agreement; and

- 1.4 When the CS is named to both husband and wife, transfer to the next-of-kin can only be effected if both spouses are incapable of developing the area for reasons mentioned under Section 1.1 hereof.

Section 2. Qualification and Responsibilities of the Next-of-Kin. The qualified next-of-kin eligible to receive the CS in their order of succession are:

- 2.1 **Children** - The rights and privileges emanating from the Stewardship Agreement shall pass on to the children of the grantee, provided that he/she is the only child and/or the eldest son/daughter of legal age. He or she shall be allowed to continue the remaining term of the agreement in behalf of the other children.

Upon the expiration of the term specified in the Stewardship Agreement, the children shall agree among themselves who shall be the steward of the area covered by the Agreement upon its renewal.

Subdivision of the farmlot into smaller portions shall in no case be allowed.

- 2.2 **Parents** - The surviving parents of the grantee shall succeed to the rights and privileges provided hereof provided that there are no concurring children of the grantee.
- 2.3 **Brothers and Sisters** - The rights and privileges of the grantee shall only pass on to his/her brothers or sisters in case the provisions in Items 2.1 and 2.2 are not applicable.

In case the concurring heirs are minor children, the surviving parents, the brother or sister of the grantee or in default thereof any person judicially appointed, shall act as the administrator of the land covered by the Agreement in behalf of the children of the grantee and shall relinquish their administratorship to the latter in the event the latter have already reached legal age in accordance with Item 2.1 hereof.

Section 3. Requirements - In order to support the claim for the transfer of the CS to the qualified next-of-kin, the following documents shall be submitted to the DENR Regional Office concerned:

- 3.1 Certificate of the Barangay Captain thru the recommendation of the association attesting to the incapacity of the grantee; or to the qualifications of the nominated person in case the original grantee has no next-of-kin.

- 3.2 Death Certificate of the grantee from the Registrar's Office of the municipality where the area is located;
- 3.3 Birth Certificate or Certification of Barangay Captain where a child is the concurring heir.

Section 4. Procedures. The following procedures shall be observed in the transfer of the CS:

- 4.1 The grantee and/or his next-of-kin shall notify the DENR through the CENRO concerned prior to the transfer of the Stewardship Agreement;
- 4.2 The CENRO Social Forestry Desk Officer or his representative shall conduct an investigation to determine the validity of the proposed transfer of the Stewardship Certificates to the next-of-kin and/or nominated person;
- 4.3 The provision on the acceptance of the CS by the qualified heir shall be indicated at the back of the Stewardship Certificates to be transferred including the duplicate and triplicate copies, as follows:

"I, (name of heir/next-of-kin) with postal address at (Sitio, Barangay, Municipality and Province) is the qualified heir/successor of the area described herein pursuant to Section 11 of DENR Administrative Order No. 4, Series of 1991, as amended, and hereby pledge to assume the duties and responsibilities in which (name of transferor) has been entrusted under the Stewardship Agreement.

Signature of Successor

Attested by:

CENRO

Date _____

Section 5. Repealing Clause. All circulars, orders and memoranda which are inconsistent herewith are hereby repealed and or amended accordingly.

Section 7. Effectivity. This Circular takes effect immediately.

ANGEL C. ALCALA
Secretary



MEMORANDUM

FOR : All Regional Directors

ATT'N : All Provincial Environment and Natural Resources Officers
All Community Environment and Natural Resources Officers

FROM : The Director

SUBJECT : **FMB TECHNICAL BULLETIN NO. 11 SUPPLEMENTAL
GUIDE ON THE EVALUATION OF CERTIFICATE OF
STEWARDSHIP CONTRACTS (CSCs)**

DATE :

I. The Technical Bulletin

Technical Bulletin No. 11 is a supplemental guide to DENR Memorandum Circular No. 21, Series of 1993 and complemented by the Memorandum dated 28 November 2013 of the Undersecretary for Field Operations on the process of evaluating Certificate of Stewardship Contracts (CSCs). The purpose of the evaluation of CSC is to determine the extent of developments introduced by the holders and assess their compliance to the Stewardship Agreement (SA). The evaluation results will provide information and recommendations towards better management of forestlands and resources.

II. Users of the Technical Bulletin

The users of the technical bulletin are personnel of the Department of Environment and Natural Resources (DENR), forest communities, Local Government Units (LGUs) and other stakeholders.

III. Certificate of Stewardship Contracts (CSCs)

Certificate of Stewardship Contract (CSC) is an agreement entered into by and between the government and individuals/families actually occupying or tilling portions of the forestlands under the then Integrated Social Forestry Program (ISFP). It has a term of 25 years renewable for another 25 years. The management of CSC areas were devolved to the LGUs in 1992. However, in 1995, ISF and other people-oriented forestry projects were integrated under the Community-Based Forest Management (CBFM) strategy which prompted the conversion of some forestlands covered with CSCs into CBFM Agreements. Many CSC holders have reached or about to reach their first 25 years of implementation.

IV. Creation of Technical Working Group

The creation of Technical Working Group (TWG) shall be undertaken by all concerned prior to the conduct of evaluation of CSC Holders.

The TWG shall be composed of at least three members from the DENR (CENRO level), provincial and/or municipal/barangay LGU and PO or IP representative if the CSC areas are within CADC/CADT areas.

The TWG shall conduct the CSC evaluation, analyze results and prepare the final list with recommendations for either renewal, outright cancellation or re-evaluation of CSC after one year of implementing recommended remedial measures.

V. Perimeter Surveying, Mapping and Geotagging

A perimeter survey of the CSC area using GPS handheld receiver shall be conducted for more accurate delineation of boundaries. GPS readings shall be taken on every corner which shall be plotted and layout on a GIS map. An attribute table of each CSC area shall also be generated with the following information:

CSC ATTRIBUTES				
Required Field	Field Properties	Field Length	Description	Sample Data
TENURE	Text	15	Kind of Tenure Instrument	CSC
CTRL_NO	Text	25	Agreement Number	CSC NO. 09-2009
NAME	Text	200	Name of CSC Holder	Juan Dela Cruz
HOLD_ADD	Text	255	Address of CSC Holder	#40 Rizal Street, Pasuquin, Ilocos Norte
REGION	Text	50	Region (Roman Numeral)	III, IX, ARMM, CAR, NCR, IV-A, IV-B
DISTRICT	Text	50	Congressional District	Lone District, I, II, III
CENRO	Text	100	Name of CENR Office	Talavera
PENRO	Text	100	Name of PENR Office	Nueva Ecija
MUNI_CITY	Text	100	Name of Municipality	Bongabon
BARANGAY	Text	100	Name of Barangay	Digmala
SITIO	Text	100	Name of Sitio	San Nicolas
AREA_HA	Double	(10,4)	Area in Hectares	1.09
DATE_ISSD	Text	30	Date the Instrument was Issued	January 8, 2010
DATE_EXPD	Text	30	Date the Instrument will Expire	January 8, 2035
STATUS	Text	20	If cancelled, renewed, for re-evaluation	
REMARKS	Text	255	Other relevant information	

A GIS generated map using the prescribed layout (Attachment No. 1) with its technical descriptions shall be attached to the CSC. A scale of 1:1000, 1:2000 and 1:5000 shall be used, depending on the size of the CSC area. Other information that should be found in the map includes:

- Location map (showing the adjacent municipalities where the CSC area is located)

- North arrow
- CSC number
- Name of CSC holder
- Control Number of CBFMA, whenever applicable
- Location (Barangay, Municipality, Province, Region)
- Total area (in hectares, up to two (2) decimal places)
- Absolute scale and scale bar
- Projection and datum
- Legend
- References and other important information/citations
- Certification

Every corner of the CSC area shall be indicated and labelled inside the polygon. The LC Map number shall be included to show that the CSC area is within forestland. It is also advisable to indicate in the map the Alienable and Disposable (A&D) Land, whenever applicable.

The corner numbers, bearings and distances (up to three (2) decimal places) shall be reflected in the technical description. The first corner/station must be linked to the nearest Ground Control Point (GCP) as indicated in the DENR Administrative Order No. 1994 – 22 or the Implementing Guidelines in the Adoption of the Philippine Reference System 1992 (PRS 92) for Land Surveys in the Philippines.

The team shall also take geotagged photos including panoramic shots within the perimeter of the CSC area.

VI. Evaluation

The tool to be used for the evaluation will be the one prescribed by the DENR MC No. 21, Series of 1993.

VII. Renewal, Cancellation and Determination of Appropriate Land Tenure Instrument

The CENRO has the authority to renew CSC with an area of 3 hectares and below while the PENRO renews CSC with an area of more than 3 hectares but not exceeding 5 hectares. The date of renewal shall reckon from the date of issuance totalling 50 years.

Those CSC holders whose performance were already evaluated prior to the issuance of the DENR Memorandum dated November 28, 2013 will not anymore be subjected to another performance evaluation procedure but results shall be reviewed by the TWG and shall follow further processes of either renewal, cancellation or re-evaluation as the case may be.

The CSC holders recommended with remedial measures shall be re-evaluated after a grace period of one (1) year. The re-evaluation shall be undertaken by the TWG within the year following the grace period. The result shall be the basis for reconsideration or termination of Stewardship Agreement.

The PENRO has the authority to cancel CSCs previously issued by the CENRO while the RED cancels the CSCs previously issued by the PENRO.

In the event that the finding of the CSC evaluation warrants outright cancellation for gross violations of the Agreement e.g. conversion to other land use, the subject CSC area will be reverted back to the government and an appropriate land tenure instrument shall be determined and recommended.

FOR REFERENCE AND GUIDANCE OF ALL CONCERNED.

RICARDO L. CALDERON, CESO III

Copy for AD



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, 1100 Quezon City (29)
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929-7041 to 43; 929-6252; 929-1669
Website: <http://www.denr.gov.ph> E-mail: web@denrgov.ph

MEMORANDUM

TO : The Regional Executive Director
DENR – CAR and Regions 1 – 13

FROM : The Undersecretary for Field Operations

SUBJECT : Renewal and Cancellation of Certificate of
Stewardship Contract (CSC)

DATE : **NOV 28 2013**

The DENR awarded Certificate of Stewardship Contracts to individuals or families under the then Integrated Social Forestry Program. Many of the CSCs have reached or about to reach their first 25 years of implementation prompting Regional Offices to conduct an assessment of the performance of CSC holders.

In order to continue the proper management of these forestland areas, there is the need to undertake the process of renewal or cancellation of CSCs. Under Section 2 of Article II of the 1987 Constitution, production sharing agreement which covers a period of 25 years can be renewed for another 25 years. The same stipulation is carried in the CSC Agreement that it can be renewed for another 25 years. In this regard, the following processes/procedures should be undertaken by the concerned offices/officials:

1. For the CENROs to collate results of the assessment, prepare list of all CSC holders with their performance rating and recommendations/initial discussions;
2. Consult LGUs for the creation of a Technical Working Group composed of DENR and LGU representatives who will discuss results of the assessment and prepare the final list of CSC which will be renewed or cancelled;
3. The renewal procedure by the concerned DENR official should follow the step of stamping in the Certificate of Stewardship "Renewed for another 25 years" and be duly signed by the authorized officer. The CENRO has the authority to renew CSC with an area of 3 hectares and below while the PENRO renews CSCs with an area of more than 3 hectares but not exceeding five (5) hectares;

4. In the event that the finding of the CSC evaluation is unsatisfactory, the procedures of cancellation shall follow the provisions stipulated under DENR Memorandum Circular No. 21 Series of 1993. The term "CANCELLED" shall be stamped at the Certificate of Stewardship Contract (CSC) and duly signed by the issuing authority; and
5. A database of the CSCs that are renewed and cancelled shall be kept and maintained in order to facilitate monitoring and making decision as to the best use of the CSC areas that were cancelled and vacated.

Submit Completed Staff Work report to this Office, copy furnished the Director, Forest Management Bureau. The full report should also contain decision points for the DENR management to resolve, specifically on CSCs which merited outright cancellation for conversion of the area to other uses.

FOR IMMEDIATE AND STRICT COMPLIANCE.


DEMETRIO L. IGNACIO, JR., CESO I