



FOREST MANAGEMENT BUREAU



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 : **SUBMISSION OF ANNUAL REPORT ON
EVALUATION/ASSESSMENT OF CERTIFICATE OF
STEWARDSHIP CONTRACTS (CSCs) FOR CY 2020**

DATE : **APR 27 2021**

This pertains to your Memorandum submitting the annual report on the evaluation and assessment of Certificate of Stewardship Contracts (CSCs) for CY 2020 in your Region.

Based on the review of submitted documents, the following are the comments and observations of this Office, to wit:

1. Under PENRO Occidental Mindoro and Marinduque, numerical rating and remarks to most CSCs were not indicated in the report. The numerical rating and remarks are very important to properly evaluate the report and as basis for the given recommendation;
2. Under PENRO Marinduque and CENRO Brooke's Point, Palawan, date issued indicated is just the year it was issued. Please complete the indicated date of issuance as this is the basis of the reckoning date for the renewal for another 25 years. In addition, please be consistent with the date format indicated in the submitted report in all PENROs to avoid any error;
3. Under CENRO Roxas, Palawan, there are CSCs with no indicated information on rating, recommendation, remarks and action taken. Please complete all the details/information on the matrix provided;
4. Under PENRO Romblon and CENRO Taytay, Palawan, remarks indicated on the CSCs recommended for re-evaluation i.e. "outside CBFMA" is not clear due to the fact that these CSCs are really outside CBFMAs. Likewise, under CENRO Taytay, there are CSCs that have high numerical rating but were recommended for cancellation with just a remark of "outside CBFMA". The remarks are very important as they provide explanation or reason on the action taken by the concerned office; and

Please be informed that CSCs with numerical rating of 60 or fair can already be recommended for renewal per our existing guidelines unless a gross violation was committed by the holder. On the other hand, rating of 59 and below or equivalent to poor rating, a re-evaluation after 1 year or cancellation (if there is gross violation) should be recommended. Also be reminded that the CSCs to be evaluated are only those outside the CBFMA.

In this regard, the Region is being requested to take note of the above observations as reference in the submission of succeeding reports, for proper review and evaluation. The report on

the remaining 246 CSCs that were targeted in CY 2020 should be submitted, otherwise, an explanation on the low accomplishment of the two (2) PENROs (Marinduque and Romblon) should be provided. 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. 1993-23 - Revised Procedures on the Transfer of Certificate of Stewardship (CS) to the Next-of-Kin of the Holders Thereof; and
- b. Memorandum from the Undersecretary for Field Operations dated 28 November 2013 – Renewal and Cancellation of Certificate of Stewardship Contract (CSC).

FOR INFORMATION AND CONSIDERATION, PLEASE.



MARCIAL C. AMARO, JR., CESO III

cc: *The Undersecretary for Field Operations and Environment*

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 appealed and or amended accordingly.

Section 7. Effectivity. This Circular takes effect immediately.

ANGEL C. ALCALA
Secretary

Copy for AD



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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