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MEMORANDUM

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

ATTENTION: The Regional CBFM Coordinators

FROM : The OIC, Assistant Director
Officer-In-Charge, Office of the Director

SUBJECT : **HIGHLIGHTS OF THE ONLINE CONSULTATION MEETING
BETWEEN REGIONAL CBFM COORDINATORS, DENR CARP
NCO AND SELECTED FMB PERSONNEL ON 21 FEBRUARY 2022
RE: PROPOSED ELECTRONIC DATA GATHERING TOOL IN
SUPPORT TO FMB TECHNICAL BULLETIN NO. 9 "FIELD
GUIDE ON THE CONDUCT OF BENCHMARKING AND IMPACT
ASSESSMENT OF CBFM-CARP PROJECTS" AND OTHER CBFM-
RELATED CONCERNS**



DATE : **MAR 10 2022**

This is to inform you on the result of the Online Consultation Meeting on 21 February 2022 per FMB Memorandum dated 18 February 2022 which was attended by the Regional CBFM Coordinators, DENR CARP National Coordinating Office (NCO) and selected FMB personnel and the Assisting Professional. The said consultation meeting was conducted to discuss and gather additional inputs on the revised Electronic Data Gathering Tool in support to FMB Technical Bulletin No. 9 "Field Guide on the Conduct of Benchmarking and Impact Assessment of CBFM-CARP Projects" and other CBFM-related concerns with highlights in the attached *Annex 1*.

FOR INFORMATION AND CONSIDERATION, PLEASE.


EDNA D. NUESTRO

cc : *The Undersecretary for Field Operations and Environment*

The National Coordinator, DENR CARP National Coordinating Office (NCO)

Annex 1

HIGHLIGHTS OF THE ONLINE CONSULTATION MEETING 21 February 2022

1. Consultation on the Electronic Data Gathering Tool in support to FMB Technical Bulletin No. 9 “Field Guide on the Conduct of Benchmarking and Impact Assessment of CBFM-CARP Projects”.

- Mr. Andrew Evangelista, Assisting Professional presented the proposed revised tool for FMB Technical Bulletin No. 9 “Field Guide on the Conduct of Benchmarking and Impact Assessment of CBFM-CARP Projects” which will be converted into electronic data gathering tool. He also presented the proposed electronic data gathering tool which will be subjected for revision based on the agreed changes in the FMB TB No. 9’s tool.
- The agreed revision of the data gathering tool of FMB TB No. 9 are as follows:
 - To add “Year of Project Implementation”, applicable for impact assessment;
 - To retain “Respondent No.to serve as unique ID;
 - To add consent or acknowledgement section wherein the interviewee can sign and attach a photo (with geo-location). Signature can be used using separate mobile phone application and the photo can be uploaded on the electronic data gathering tool;
 - To add type of cabinet, dining set, chairs/sala set, and bed like bamboo chairs, rattan chairs, mono-block chairs, or wooded chairs;
 - The “kobo tool” app will be used offline through smartphones or android phones but downloading of the app shall need mobile data or internet connection;
 - To include directly asking data on the items (i.e., vehicles, furniture, appliances, gadgets), which were acquired through the project/CBFM-CARP. This is to capture those that were bought during or after project implementation but might not be longer working or could have been given to others on the impact assessment year;
 - To include ranking on the applicability of the waste disposal system;
 - To consider sequencing or placement of “Other Social Data” in other portion of the tool, not immediately after the question on waste disposal system;
 - For the “Sense of Ownership”, to qualify or be more specific on the question such as consideration on active participation e.g. Do you actively participate in the project's activities (meetings, planting, etc...) or consideration in the decision making process;
 - To retain the “Other Organizations/Association Involvement”;
 - On income attributed to the project, answer can be in amount or percent and need to be coded in the tool;
 - To add “How much income (amount/percent) can be attributed to the project during the project implementation (1-2 years implementation);
 - On the “Farm Size and Allocation Inside CBFM Area”, the area also includes the size of area inside the project/CBFM-CARP area. This should be noted because there will be double counting. Hence, do not add area inside project area and inside CBFM area. The farm size encoded in hectares and percentages, which can be auto calculated in the tool;
 - To remove expenses column in the category for Farming Systems, Expenses and Income as the expenditures might not be for a specific crop but for various crops as a group, and to add “None” in the choices for farm produce per category as some of the categories might not be applicable to all interviewees;
 - Add a separate category for the collection of data on expenditure on a per activity basis e.g. seedling production, planting, among others;
 - Include capturing data on communally implemented activities like aquaculture and enterprise development; and
 - To consider the changes recommended both in the Household Interview and Focus Group Discussion (FGD) Tools.

2. Presentation of the CY 2022 CBFM-Related Activities of FMB-Community Forestry Section.

- For. Rogelio Gibe of FMB presented the CY 2022 CBFM-Related Activities of the Section which are being funded by the CBFM-CARP.
- The Regional CBFM Coordinator of DENR Cordillera Administrative Region (CAR) acknowledged that the target venue for the CY 2022 CBFM-CARP Annual Implementation Review Workshop (face-to-face) will be in Baguio City and she will assist in getting information and requirements needed e.g. health and safety protocols.
- The Regional CBFM Coordinators agreed on the following schedules:
 - Online Mid-Year Implementation Review and Consultation Workshops – 22-24 June 2022; and
 - Annual Implementation Review and Consultation Workshops (face-to-face) – 23-25 November 2022.
- The Regional CBFM Coordinators were reminded of the submission of CY 2023 CBFM-CARP Project Proposals by end of March 2022.
- The Regional CBFM Coordinators followed-up on the approval of the CY 2022 CBFM-CARP Projects wherein the update are as follows:
 - The consolidated CBFM-CARP Work and Financial Plan (WFP) is already approved by the Undersecretary for Policy, Planning and International Affairs while the endorsement of approval for individual projects is still with the FMB.
 - The issuance of Sub-Allotment Advice (SAA) per instruction by the Director of Financial Management Service (FMS) will be done once the WFPs have been signed by the Undersecretary for Policy, Planning and International Affairs.

3. Discussion on the Online Sharing Workshop/Forum on Lessons and Experience from Facilitating CRMF Formulation.

- Ms. Janet Martires was invited in the meeting and presented the proposed design of the sharing workshop/forum.
- The Regional CBFM Coordinators agreed on the following schedules of the sharing workshop/forum:

Batch	Regions/Offices	Regional Sharing Workshop Schedule
1	1, 7, and 13 (CARAGA)	March 30-31, 2022
2	2, 4A (CALABARZON), and 4B (MIMAROPA)	April 21-22, 2022
3	8, 9 and 12	May 12-13, 2022
4	3, 5 and CAR	May 26-27, 2022
5	6, 10 and 11	June 16-17, 2022
6	FMB, All Regional CBFM Coordinators and all Regions Chiefs of CDD and PMD	June 29-30, 2022

- The Regional CBFM Coordinators reminded to prepare the following for the sharing workshop/forum per region:
 - Two to three 7-minute pre-recorded presentations with photos, video, PowerPoint and narration on the lessons and experiences from the facilitating of CRMF formulation of the training participants;
 - Encourage to include stories about the process, unique/innovative ways used, challenges and actions undertaken;
 - Region to select 2-3 stories/ testimonials presentation with the following possible themes:
 - CRMF planning involving other stakeholders;
 - CRMF planning with indigenous peoples;
 - Transition CRMF planning;
 - CRMF planning with expansion areas;
 - CRMF planning in a high-risk area;

- CRMF planning by multi-age PO Planning Team; and
- By-Experience e.g. strictly followed the FMB TB#20 and training tips, unique techniques/tested, working together, how to avoid to influence the output, how to move the PO planning team, simplifying some process, use of maps, among others.

4. Other Matters

➤ **Issues and concerns on the CBFM Performance Evaluation:**

- Those CBFM Performance Evaluation conducted prior to the issuance of the FMB Technical Bulletin No. 36 and followed the guidelines set under the Memorandum from then Undersecretary for Field Operations dated 16 December 2016 "Performance Evaluation of Forestry Tenure Instrument Pursuant to Section 2.3 of EO 23" are valid. The Region can already proceed with the renewal process when the Performance Evaluation result merits renewal of the CBFMA.
- The Region to submit only the documentary requirements for the renewal of CBFMA including a copy of the Performance Evaluation Report. The original copy of the Performance Evaluation Report approved by the Regional Executive Director shall be safe keep by the Region. Further, the regions are reminded that they do not need to submit to the FMB the copy of the Performance Evaluation Report unless the documentary requirements for the renewal of CBFMA are included.
- The CFS will clarify to the FPPKMD the submission of the Means of Verification (MOVs) of the target activities by the Regions.

➤ **Concerns on the review and processing of CBFMA application:**

- To facilitate map analysis and preparation of the final map of the proposed CBFM area to ensure that development through National Greening Program (NGP) and any other projects have already been considered including overlaps with other tenure and other land classification e.g. protected area, mineral land;
- Include in the Completed Staff Work (CSW) when there were developments through NGP in the proposed area especially when another PO or other entity was involved. In such case get Certificate of Waiver expressing disinterest in applying for CBFMA and to continue management and protection of the NGP area. While the graduated NGP sites have already been turned-over to the DENR, securing a Certificate of Waiver is a safeguard for future conflict that may arise especially when the plantation is already mature for harvesting;
- Reminded the Regions to prepare four (4) original copies of CBFM Agreement printed in legal size parchment paper bearing the DENR Central Office letterhead and DENR logo. The concerned Regional Executive Director (RED) and the FMB Director to sign as witness in the Agreement; and
- The Region to follow the instruction in the submission of electronic map as per Memorandum from the Undersecretary for Field Operations and Environment dated 09 December 2021.