07 November 2022

MEMORANDUM

FOR   :   **The Regional Executive Director**
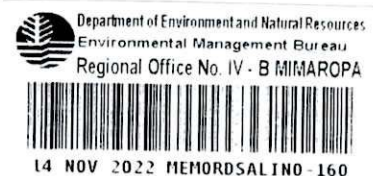DENR MIMAROPA REGION

FROM   :   **The Regional Director**
EMB MIMAROPA REGION

SUBJECT :   **REQUEST FOR RESOURCE PERSON IN THE CONDUCT OF TRAINING-WORKSHOP ON BASIC GEOGRAPHIC INFORMATION SYSTEM (GIS)**

Relative to your Memorandum dated September 29, 2022 regarding the above-cited subject, it is our pleasure to lend **Engr. Jarvis Valencia** to act as resource person in the conduct of your Training-Workshop on GIS. You or your designated staff may coordinate with him directly as needed. This Office is also endorsing the draft Training Design for the said Workshop as prepared by Engr. Valencia for your guidance.

For the Regional Executive Director's information and records.

JOE AMIL M. SALINO

Department of Environment and Natural Resources
Environmental Management Bureau
Regional Office No. IV - B MIMAROPA

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R4B-2022-019605

ONLINE TRAINING ON GEOGRAPHIC INFORMATION SYSTEM (GIS)

I.   RATIONALE

In this age of Information Technology, Geographic Information Systems (GIS) has taken the center stage in surveying and mapping. It has been used as a tool in automating the otherwise tedious processes in surveying and mapping. The issue of spatial data infrastructure had emerged in the past decade as a basic framework for addressing problems concerning geospatial-information related activities such as data duplication, high cost of spatial data acquisition, restricted access to geoinformation, difficulty in data interchange, and growing demand for timely and accurate geoinformation.

In 1993, the Inter-agency Task Force on Geographic Information (IATFGI) was created with the NAMRIA and the National Statistical Coordinating Board (NSCB) as the Chairman and Co-Chairman and was originally composed of seven (7) member government agencies. It is primarily tasked to promote and coordinate the efficient development, management and utilization of geographic information in the country. Five (5) TWGs were created namely: a) Agriculture, Environment, and Natural Resources; b) Lands and Survey; c) Infrastructure and Utilities; d) Socio-Economics; and e) research, training and technology.

Therefore, in support to the IATFGI and in order to capacitate current employees and new entrants in GIS mapping and activities, Basic Training on GIS shall be conducted.

II.   OBJECTIVES

At the end of the program, the participants are expected to have:

1. Acquired the fundamental theory of map-making process and cartography, theory of Geographic Information System (GIS), and build awareness of the different applications of GIS;
2. Classify the different use of GIS software Geographical User Interface (GUI), software components, and extension modules;
3. Apply the different functions of GIS using existing datasets;
4. Make use of different editing tools of GIS software in editing/updating spatial objects;
5. Create a complete MAP layout.

III.   EVALUATION

The Regional HRD will utilize Donald Kirkpatrick's Four Levels of Evaluation Model for this 5-day learning event:

Level I - Reaction
An End-of-Learning Evaluation will be administered on day 5 to measure what the learners thought and felt about the learning intervention;

Level II - Learning Gained
Learning shall be evaluated through a paper and pencil test before (Pre) and after (Post) the program;

Level III – Application
Regional HRD Section will conduct a monitoring and evaluation of the transfer of knowledge and skills, and/or attitudes from classroom to the job, three (3) to six (6) months upon completion of the training. This will be done by administering an M&E tool to the graduates, their supervisors, peers and staff in their respective work assignments.

A Training Report shall be submitted by the Regional HRD Section thirty (30) days after the implementation.

IV.   LEARNERS

The program is designed for DENR/PENR/CENR Offices employees and new entrants who will be involved in the collection and conversion of analog data and other datasets to GIS mapping activities, and the control and management of the same.

V.   PROGRAM CONTENT

The training shall be divided into four (4) topics, as follows:

Day 1: Map Appreciation and Introduction to GIS
Day 2: Introduction to GIS Software Functionalities
Day 3: Managing Data in GIS
Day 4: Managing Data in GIS
Day 5: Map Composition in GIS

VI.   METHODOLOGY

For better learning absorption, the resource person will utilize adult education techniques such as Lectures/Discussions using multi-media presentations, computer hands-on applications, and demonstrations using GIS software.

VII.   RESOURCE PERSONS

Engr. Jarvis A. Valencia, Long time GIS practitioner from EMB MIMAROPA will be tapped as a resource speaker.

VIII. DATE AND VENUE

This is a 5-day learning and development intervention scheduled on _____, 2022 at a venue to be announced later.

IX. BUDGETARY REQUIREMENTS

Expenses to be incurred for meals and honorarium/token shall be charged against FY HRDS 2021 Continuing funds subject to the usual accounting and auditing rules and regulations.

Certified on the availability of funds:

NAZAR NORMAN S. CORTUNA
Chief, Accounting Section

Prepared by:

EDNA A. TARROSA
Chief, HRDS

Recommending Approval:

Approved by:

DONNA MAYOR-GORDOVE, CESO IV
ARD for Management Services

MARIA LOURDES G. FERRER, CESO III
Regional Executive Director