



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, 1100 Quezon City
Tel. Nos. 929-6626 to 29; 929-6633 to 35
929-7041 to 43; 929-6252; 929-1669
Website: <http://www.denr.gov.ph> E-mail: web@denr.gov.ph

DENR Special Order
No. 2023- _____

ADVANCE COPY

**SUBJECT : NATIONAL WORKSHOP FOR THE STANDARDIZATION
AND DEVELOPMENT OF SELF-COMPLIANCE
MONITORING FOR TENURE INSTRUMENTS AND
AGREEMENTS WITHIN FORESTLANDS**

In the interest of the service, and to strengthen the Bureau's effort to maintain the integrity of forests in providing goods and services, a standard procedure in conducting compliance monitoring for tenure instruments issued within forestlands will be discussed on a national level. The conduct of the Workshop for the Standardization and Development of Self-Compliance Monitoring for Forest Tenure Instruments and Agreements Within Forestlands on 20-22 September 2023 is hereby authorized.

The activity shall be attended by the following officials and personnel from the DENR-FMB and Regional Field Offices:

DENR Field Offices

DENR Region 1

Felix C. Taguba

Nely M. Butic

Arlyn Katherine Buduhan

DENR Region 2

Marcos G. Dacanay

Remedios C. Pauig

Joel Daquioag

DENR Region 3

Joselito Blanco

Ricky Hernandez

Cynde Pagador

DENR Region 4A

Jose Elmer C. Bascos

Olivia G. Bejo

Annabelle M. Barquilla

DENR Region 4B

Maximo C. Landrito

Cesar P. Odi

Lino M. Dimapilis

DENR Region 5

Rommel C. Sopsop

Ferdinand L. Baltazar

Armando A. Omolida

DENR Region 6

Raul L. Lorilla

Elizur G. Militar

June Melissa C. Garol

DENR Region 7

Charlie E. Pabre

Maria Clea A. Arceño

Jimmy A. Panebio

DENR Region 8

Dario O. Suarez

Estela M. Polinar

Glenn B. Garciano

DENR Region 9

Arlene E. Gabayno

Ophelia B. Gella

DENR Region 10

Felix Siarot Mirasol, Jr.

Dario Palma Barbarona

Felicisimo Chua Escuadro, Jr.

DENR Region 11

Victor T. Billiones

Catherine E. Orellan

Mari A. Andulana

DENR Region 12

Mama G. Samaon

Emily B. Ampatuan

Dirie P. Macabaning

DENR Region 13

Maritess M. Ocampo

Mila M. Garcia

Rommel E. Arbolonio

DENR Region CAR

Benjamin A. Ventura

Charinne Hanako Abalos

Rowena M. Caccam

Forest Management Bureau

Arleigh Adorable

Ina Karissa Tobias

Bernadette Mendoza

Danelyn Delos Reyes

Rovelyn Tumaneng

Edna Nuestro

Joey Ace Peralta

Cecilia Arquilita

Arsenio Alonzo

Lemuelle Celis

Ildefonso L. Quilloy

Gabriel Calderon

Eva Guzman

Pauline Angela Reyes

Jyren Rey Salva

With the vision to come up with standardized monitoring report forms that will encompass not only the compliance and accomplishment of forest tenure agreement holders within their tenured areas but also a comprehensive monitoring of status of forestlands within tenured areas, the proposed workshop is expected to discuss the monitoring procedure and guide for tenure instruments within forestlands in a national level. The workshop will be facilitated by the Forest Management Bureau and will consist of three main parts namely; (i) discussion of the importance of monitoring and evaluation, (ii) discussion of DENR form, and (iii) draft policy discussion and training needs assessment. The workshop background methodology is extensively described in the attached workshop proposal. All expenses to be incurred during this workshop which include expenses for meals, accommodation, supplies, materials and others shall be charged against FMB Fund 101 subject to existing accounting and auditing rules and regulations. Travelling expenses of participants shall be charged against their respective offices.

The FMB Director is authorized to reschedule the activity in case of conflict with other DENR activities.

This Order shall take effect on the dates specified herein.

AUGUSTO D. DELA PEÑA

*Undersecretary for Organizational Transformation
and Human Resources*

Activity Design

Background

The Department of Environment and Natural Resources (DENR) – Forest Management Bureau (FMB) is currently in the process of developing a comprehensive compliance monitoring tool and guide for tenure instruments within forestlands. To facilitate the initiative, FMB has established a Compliance Monitoring Committee and Technical Working Group (TWG) under an FMB Special Order No. 2022-80.

Initially, the TWG identified several issues/concerns that are not adequately addressed by the current policies. These include insufficient monitoring of issued forest tenure agreements, resulting in abandonment of tenured areas, illegal occupancy, non-collection of fees, unauthorized transfer of areas without prior approval from the DENR, non-compliance with the terms and conditions of the Agreement and a high number of non-compliant forest tenure agreement holders. To resolve this, the team focused on two key policy gaps: the absence of a requirement for the submission of annual accomplishment reports in some forest tenure policies and the lack of an annual accomplishment reporting template for activities within the tenured areas.

To address these issues, the team conducted a thorough review and assessment of compliance monitoring reports submitted by field offices. They also examined existing policies and developed a manual data entry form for self-compliance monitoring reports forms specific to each forest tenure instrument. These draft forms were shared with the field offices for their input and suggestions. Subsequently, in 2022, the team conducted the Phase 1 of the activity focusing on the pilot test of the manual data entry forms, implementing them in selected existing tenure instruments in Regions 4B, 2, 3, 8, 10, and 5. The data collected from the pilot test was carefully organized, consolidated, analyzed and interpreted to create an electronic self-compliance monitoring (SCM) report that is standardized for all forest tenure instruments.

Part of the second phase of this initiative primarily focused on formulating monitoring forms for field offices to effectively track various aspects of issued forest tenure instruments. To accomplish this, three specific forms have been generated for the CENROs, PENROs, and DENR Regional Offices. These forms were extensively discussed and shared with selected regional offices on the ground. These monitoring forms will encompass the compliance and accomplishment of forest tenure agreement holders within their tenured areas. The forms will also cover a comprehensive database of issued tenure instruments, monitoring of harvesting activities, collection of fees and forest charges, identification of factors that hinder or facilitate the monitoring of existing forest tenure areas, allocation of land area for forest tenure purposes, changes in forested areas, assessment of forest threats, extent of tenured areas dedicated to protection and production forests, evaluation of the economic impact of forest tenure areas, identification of stakeholders and beneficiaries of forest tenure areas, asset management database, inventory of relinquished tenure areas, monitoring and target setting for issued forest tenure areas, and established network and linkages between field offices and relevant agencies.

Since the SCM and DENR monitoring report forms were pilot tested to selected regions, a workshop will be conducted and invite selected field offices across all regions to discuss the monitoring report forms on a national level. This workshop aims to gather further feedback and make necessary adjustments for the implementation and roll-out of the forms.

Objectives

1. To determine the appropriateness of documents required in the monitoring and evaluation as an initial regulatory impact assessment (RIA) process
2. To gather comments and suggestions on the draft compliance monitoring report forms; and

3. To discuss the draft policy proposal for the standardization of monitoring procedure in compliance monitoring for forest tenure instruments issued within forestlands

Outputs

The workshop is expected to come up with a comprehensive and standardized self-compliance monitoring tool and guide for tenure instruments within forestlands

Methodology

The workshop will be facilitated by the FMB with assistance from the TWG. It will consist of three main parts namely: (i) discussion of DENR form (ii) draft policy discussion and (iii) discussion of the importance of monitoring and evaluation. The workshop methodology is described in the following table.

Table 1: Methodology by Session

Objectives	Discussion of M&E Framework	Discussion of DENR Monitoring Form	Draft Policy Discussion and Assessment of Training Needs
Session	Session 1: M&E Framework	Session 2: DENR Monitoring Templates	Session 3 Policy Proposal Presentation and Training Needs Assessment
Inputs	<ul style="list-style-type: none">● Introduction and overview of the importance of M&E in forest tenure compliance monitoring● M&E template tailored for forest tenure compliance monitoring	<ul style="list-style-type: none">● Presentation of the draft DENR forms (purpose, structure, key elements)● Group discussion to gather comments, suggestions and improvement on the forms● Experience, challenges, insights sharing related to compliance monitoring and submission of annual report	<ul style="list-style-type: none">● Presentation of the draft policy proposal● Highlight objectives, key provisions, flow of information/data, and responsibilities of the tenure holders● Group discussion to gather feedback, address concerns, and explore potential modification or additions to the policy● Consider participants' perspective on the feasibility, practicality, effectiveness of the policy● Survey of technical capacities required for compliance monitoring of forest tenure instruments
Outputs	<ul style="list-style-type: none">➢ Refined indicators that measure compliance with forest tenure agreements, including land use, fee collection, authorized transfers, and adherence to terms and conditions➢ Identification of indicators and metrics for assessing the outcomes and impacts of forest tenure compliance on sustainable forest management, biodiversity conservation, community	<ul style="list-style-type: none">➢ Refined DENR forms based on feedback and suggestion from stakeholders; and➢ identification of common issues and concerns related to compliance monitoring	<ul style="list-style-type: none">➢ Refined proposed policy; and➢ identification of key areas requiring clarity or further consideration in the policy➢ list of capacity building for field implementers

Objectives	Discussion of M&E Framework	Discussion of DENR Monitoring Form	Draft Policy Discussion and Assessment of Training Needs
	livelihoods, and other relevant factors		
Methodology	<ul style="list-style-type: none">PresentationSmall group discussion/workshopPlenary presentation/discussion	<ul style="list-style-type: none">PresentationSimulationPlenary presentation/discussion	<ul style="list-style-type: none">PresentationPlenary presentation/discussionSurvey

Participants

Participants of the workshop shall include representatives from field offices, including ARDTS, ED, LPDD and shall be facilitated by the Forest Management Bureau.

Proposed Schedule and Venue

The proposed schedule and venue of the workshop is on 20-22 September 2023 in Region 4A.

Projected Costs:

The projected costs of the workshop are summarized as follows:

Cost Center	Projected Costs (PhP)
Lease of Venue	558,000
Training Kit	30,000
Transportation	75,000
Total	663,000

Detailed Program of Activities

The detailed program of activities is provided below.

	Time	Activity	Responsible Person
Day 0			
		Pre-workshop meeting with the members of the Compliance Monitoring Committee and Technical Working Group (TWG) in FMB	CIFS
Day 1 : Registration and discussion M&E Framework			
AM	Day 1		
	8:30-9:00	Registration	Secretariat
	9:00-9:15	Workshop preliminaries	Secretariat
	9:15-9:30	Welcome Remarks	FMB Director
	9:30-9:45	Levelling of expectations	For. Ildefonso Quilloy
	9:45-10:00	Overview of the workshop	For. Ina Karissa Tobias
	10:00-10:15	Health Break	
	Session 1: Discussion of M&E Framework		
	10:15-10:30	Introduction and overview of the importance of M&E in forest tenure compliance monitoring	For. Joey Ace Peralta
	10:30-12:00	Identification of indicators that measure compliance with forest tenure agreements, including land use, fee collection, authorized transfers, and adherence to terms and conditions	Participants
PM	1:00-2:30	Identification of indicators and metrics for assessing the outcomes and impacts of forest tenure compliance on sustainable forest management, biodiversity conservation, community livelihoods, and other relevant factors	
	2:30 - 4:00	Comments and suggestions to address the identified indicators, measures and metrics	Moderator: For. Gabriel Calderon
	4:00-5:00	Discussion of feedback	
Day 2			
AM	8:30-8:45	Recap of Day 1	Participants
	Session 2: DENR Monitoring Templates		
	8:45-9:30	Presentation of proposed DENR forms including its purpose, structure and key elements	For. Joey Ace Peralta

	Time	Activity	Responsible Person
	9:30-9:45	Facilitate group discussion: comments, suggestions, improvement on the forms	Moderator: For. Gabriel Calderon
	9:45-12:00	Experience, challenges, insights related to compliance monitoring and submission of annual report	
PM	12:00-1:00	Lunch Break	
	1:00-4:30	Per group presentation of comments/suggestion/improvement on the form	Moderator: For. Bernadette Mendoza
	4:30-5:00	Summary of key points, common themes, and areas of consensus	For. Joey Ace Peralta
Day 3			
AM	8:30-8:45	Recap of Day 2	Participants
	Session 3: Policy Proposal		
	8:45-9:30	Presentation of the proposed draft policy for Compliance Monitoring Reports	For. Joey Ace Peralta
	9:30 - 12:00	Small group discussion	Moderator: For. Gabriel Calderon
PM	12:00-1:00	Lunch Break	
	1:00 – 3:00	Plenary presentation	Moderator: For. Gabriel Calderon
	3:00-4:00	Presentation of refined policy	For. Ina Karissa Tobias
	4:00-5:00	Synthesis Closing Remarks	For. Ildefonso L. Quilloy

Documenter:

For. Eva J. Guzman

For. Lemuelle Celis

For. Bernadette Mendoza

For. Danelyn delos Reyes

Budgetary Requirements

All expenses to be incurred during this workshop which include expenses for meals, accommodation, supplies, materials and others shall be charged against FMB Fund 101 subject to existing accounting and auditing rules and regulations. Travelling expenses of participants shall be charged against their respective offices.

Prepared by:


FOR. JOEY ACE P. PERALTA
SFMS, CIFS-FRMD


FOR. INA KARISSA D. TOBIAS
Chief, CIFS-FRMD

Recommended by:

Approved by:


FOR. ILDEFONSO L. QUILLOY
Chief, FRMD


FOR. ARLIEGH J. ADORABLE, CESO III
OIC, Assistant Secretary for Western Mindanao
and Director, *in concurrent capacity*