



MEMORANDUM

FOR : **The Regional Executive Directors**
MIMAROPA, Region XI and CARAGA

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

SUBJECT : **2023 MID-YEAR ASSESSMENT AND PLANNING WORKSHOP FOR THE DENR-UNDP/GEF PROJECT ON INTEGRATED APPROACH IN MANAGEMENT OF MAJOR BIODIVERSITY CORRIDOR IN THE PHILIPPINES OR BD CORRIDOR PROJECT**

DATE : **MAY 03 2023**

In line with the implementation of the **DENR-UNDP/GEF Project on Integrated Approach in Management of Major Biodiversity Corridor in the Philippines** or BD Corridor Project, please be informed that a **Mid-Year Assessment and Planning Workshop** will be conducted on May 22-26 (exclusive of travel time), 2023 in Tagaytay City (exact venue TBA) to calibrate the activities and budget allocations based on the project commitments for the year.

In connection with this, may we request the participation of the **CDD Chief**, Regional Focal Persons, and Project staff of the Eastern Mindanao Biodiversity Corridor and Mindoro Biodiversity Corridor to the said workshop.

Moreover, the assessment workshop will also serve as a venue to thresh out the operational challenges faced by the Project, specifically on administrative and finance. With this, we would also like to invite the following personnel on May 25, 2023 to resolve challenges. and / or provide recommendations to address these:

Region 11 and CARAGA	<ul style="list-style-type: none">- OIC Chief, Finance Division (1)- Regional Accountant (1 per region)- Regional Budget (1 per region)- Regional BAC TWG and Secretariat (1 per region)- Regional BAC Secretariat (1 per region)
MIMAROPA	<ul style="list-style-type: none">- Chief, Management Services Division (1)- PENRO Accountant (1)- PENRO Budget Officer (1)- PENRO BAC TWG and Secretariat (1)

We kindly request your Office to prepare the following reports: i) Status Report as of May 31, 2023; ii) LGIS, Problems, Issues and Concerns with proposed recommendations; and iii) Activity Plan for second semester of 2023. Additionally, we would appreciate it if your Office could prepare the respective Work and Financial Plans for June - December 2023 in advance which highlight new



activities that have been identified and are deemed necessary to achieve mid-term targets. Attached is the activity design for ready reference.

Meals and accommodation during the assessment workshop shall be charged to the BD Corridor Project and subject to the usual accounting and auditing rules and regulations. Transportation, which includes flights and ground transportation to and from the venue, shall be charged to the participants' respective offices.

Attendance at the abovementioned event, including Saturdays, Sundays, and Holidays shall be considered an official time. Regular and Contract of Service employees attending the activity who will incur official time in excess of 22 days for this month, shall be entitled to equivalent offsetting privilege to be used within 6 months, in accordance with the schedule as agreed upon with their supervisor.

Attached is the activity design for ready reference. Should you have questions or clarifications, please contact the National Project Management Unit (NPMU) through Macki Ladrera thru email at bdcorridorproject@gmail.com / bdcor.mdl@gmail.com.

For information and consideration.


MARCIAL C. AMARO, JR.



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



BMB202302062