Republic of the Philippines
REGIONAL STATISTICS COMMITTEE
MIMAROPA Region   Calapan City

SECTORAL WORKING GROUPS ON THE IMPLEMENTATION OF THE MIMAROPA REGIONAL STATISTICAL DEVELOPMENT PROGRAM 2023-2029

TERMS OF REFERENCE

The Sectoral Working Groups (SWGs) are created in order to discuss, formulate, and deliberate on each chapter of the MIMAROPA RSDP 2023-2029 and to facilitate the implementation of various statistical development programs stated in the MIMAROPA RSDP 2023-2029.

I. Functions and Responsibilities of SWGs

The Sectoral Working Groups (SWGs) shall have the following duties and responsibilities:

1. Conduct meetings, consultations, and workshops on the sector's conceptual/statistical framework, situational analysis, and statistical developments, best practices, and milestones for CYs 2018-2022.

2. Serve as a venue for the exchange of views and expertise to resolve identified statistical issues and challenges arising from the innovation, production, dissemination, and use of statistics stated in the MIMAROPA RSDP 2023-2029.

3. Advise the RSC on setting regional policies and direction on statistical development and innovation and reflect these in the relevant chapters and sectors of the MIMAROPA RSDP 2023-2029.

4. Provide an overall direction in the technical review, editing, and finalization of the write-up of the RSDP chapter/sectors under jurisdiction.

5. Serve as a venue for the monitoring of the implementation of statistical development programs (SDPs), with the support of Regional Line Agencies (RLAs), Local Government Units (LGUs), State Universities and Colleges (SUCs), and other stakeholders.

6. Recommend policies or actions that may be adopted by the RDC MIMAROPA to stimulate an innovation-driven economy in the region.

7. Recommend to the RSC MIMAROPA, RDC MIMAROPA, and the PSA Board an efficient workable scheme for the allocation of budget of concerned agencies for the implementation of SDPs for each calendar year.

8. Recommend to the RSC MIMAROPA, RDC MIMAROPA, and the PSA Board appropriate measures for the improvement of local-level statistics in MIMAROPA, including the statistical frameworks, methodologies and processes for the generation and dissemination of statistics.

9. Address evolving and emerging statistical requirements of stakeholders in the MIMAROPA Regional Statistical System through thorough discussion and brainstorming.

10. Prioritize outputs for the implementation of SDPs stipulated in the MIMAROPA RSDP 2023-2029, especially those that are required to monitor the progress of the development programs set forth in the MIMAROPA Regional Development Plan 2023-2028.

11. Submit to the RSC MIMAROPA their consolidated annual work programs and progress report of their work, including findings, best practices, challenges and recommendations on technical issues referred to them.

II. Members of the Core Group

1. The membership to SWGs is open to, but not limited to the following:

    a. Government institutions such as RLAs, GOCCs, LGUs, and SUCs that generate statistical data through their administrative recording systems, registers, surveys, and censuses.

    b. Private institutions such as Non-Government Organizations (NGOs), private higher education institutions (HEIs), enterprises, and corporations that produce complementary statistical data which are critical in the monitoring of statistical indicators in the following: Regional Development Plan-Results Matrices, Core Regional Indicators System, Core Regional Sustainable Development Goals Indicators, Cities and Municipalities Competitive Index, and in the Compendium of Environment Statistics, among others.

SWG Area of Concern	Core Group Members
SWG on Regional Statistical System (RSS)-wide Concerns	
Management and coordination of the RSS and local statistical systems	PSA MIMAROPA, NEDA MIMAROPA, DBM MIMAROPA, DILG MIMAROPA, PPDOs, CPDOs
Statistical capacity development ▪ Human resource development ▪ Statistical research and development	PSA MIMAROPA, NEDA MIMAROPA, CHED MIMAROPA, DBM MIMAROPA, DepEd MIMAROPA, DOST MIMAROPA, NCIP MIMAROPA, SUCs, PPDOs, CPDOs
Statistical information management and dissemination	PSA MIMAROPA, NEDA MIMAROPA, PIA MIMAROPA, DICT MIMAROPA, PPDOs, CPDOs
SWG on Social Statistics	
Population and Housing Statistics	PSA MIMAROPA, NEDA MIMAROPA, DHSUD MIMAROPA, DILG MIMAROPA, POPDEV MIMAROPA, PPDOs, CPDOs
Civil Registration and Vital Statistics	PSA MIMAROPA, NEDA MIMAROPA, DILG MIMAROPA, NCIP MIMAROPA, CPDOs
Labor and Employment Statistics	PSA MIMAROPA, NEDA MIMAROPA, CSC Region IV, DOLE MIMAROPA, DMW, NCIP MIMAROPA
Education and Culture Statistics	PSA MIMAROPA, NEDA MIMAROPA, CHEd MIMAROPA, DepEd MIMAROPA, DOST MIMAROPA, TESDA MIMAROPA, PRC MIMAROPA, NCCA, NCIP MIMAROPA, SUCs
Health and Nutrition Statistics	PSA MIMAROPA, NEDA MIMAROPA, DOH MIMAROPA, NCIP MIMAROPA, NNC MIMAROPA, POPDEV MIMAROPA
Social Protection Statistics	PSA MIMAROPA, NEDA MIMAROPA, BFP MIMAROPA, BJMP MIMAROPA, DILG MIMAROPA, DSWD MIMAROPA, NCIP MIMAROPA, OCD MIMAROPA, PhilHealth MIMAROPA, PNP MIMAROPA
Security, Justice and Peace Statistics	PSA MIMAROPA, NEDA MIMAROPA, AFP-SoLCom, BFP MIMAROPA, BJMP MIMAROPA, CHR MIMAROPA, DILG MIMAROPA, DOJ Region IV, NICA MIMAROPA, OCD MIMAROPA, PAO MIMAROPA, PNP MIMAROPA, Supreme Court, PPDOs, CPDOs

SWG Area of Concern	Core Group Members
Governance Statistics	PSA MIMAROPA, NEDA MIMAROPA, DILG MIMAROPA, COA MIMAROPA, COMELEC MIMAROPA, CSC Region IV, DBM MIMAROPA
Core Regional Indicator System (Social Sector)	PSA MIMAROPA, NEDA MIMAROPA, CHED MIMAROPA, DepEd MIMAROPA, DOH MIMAROPA, DSWD MIMAROPA
SWG on Economic Statistics	
Macroeconomic Accounts and Statistics	PSA MIMAROPA, NEDA MIMAROPA, BSP Lucena, BIR RRs 9A and 9B, BLGF MIMAROPA, DILG MIMAROPA
Industry, Trade, Services and Investment Statistics	PSA MIMAROPA, NEDA MIMAROPA, BOC Puerto Princesa, CAAP, DTI MIMAROPA, PPA
Agriculture, Livestock, and Fisheries Statistics	PSA MIMAROPA, NEDA MIMAROPA, BFAR MIMAROPA, DA MIMAROPA, DAR MIMAROPA, DENR MIMAROPA, NIA MIMAROPA
Energy, Gas and Water Statistics	PSA MIMAROPA, NEDA MIMAROPA, DOE, LWUA, NGCP, NEA MIMAROPA, NIA MIMAROPA
Transport and Infrastructure Statistics	PSA MIMAROPA, NEDA MIMAROPA, CAAP, DPWH MIMAROPA, LTO MIMAROPA, PPA, PPDOs, CPDOs
Tourism Statistics	PSA MIMAROPA, NEDA MIMAROPA, DOT MIMAROPA, DILG MIMAROPA, PPDOs, CPDOs
Monetary, Price and Finance	PSA MIMAROPA, NEDA MIMAROPA, BLGF MIMAROPA, BSP Lucena, DBM MIMAROPA, DTI MIMAROPA
Science and Technology and Innovation	PSA MIMAROPA, NEDA MIMAROPA, DOST MIMAROPA, DICT MIMAROPA, SUCs
Core Regional Indicator System (Economic Sector)	PSA MIMAROPA, NEDA MIMAROPA, BSP Lucena, DTI MIMAROPA
SWG on Environment and Multi-domain Statistics	
Environment and Natural Resources Statistics	PSA MIMAROPA, NEDA MIMAROPA, DENR MIMAROPA, DENR-EMB, DENR-MGB
Income, Poverty and Hunger Statistics	PSA MIMAROPA, NEDA MIMAROPA,

SWG Area of Concern	Core Group Members
	DSWD MIMAROPA, DTI MIMAROPA, PPDOs, CPDOs
Statistics on Children and Gender Development	PSA MIMAROPA, NEDA MIMAROPA, DSWD MIMAROPA, PPDOs, CPDOs
Information Society Statistics	PSA MIMAROPA, NEDA MIMAROPA, DICT MIMAROPA, DOST MIMAROPA, NTC MIMAROPA, PIA MIMAROPA, PPDOs, CPDOs
Core Regional Indicators System (Multi-domain)	PSA MIMAROPA, NEDA MIMAROPA, DENR MIMAROPA
Sustainable Development Goals	PSA MIMAROPA, NEDA MIMAROPA, DILG MIMAROPA, PPDOs, CPDOs

2. Officers of the each SWG are as follows:

   a. The Chairperson shall be elected from the core group members of each SWG. A member agency can assume as Chairperson of only one SWG.

   b. The Chairperson shall:
      i. Take charge in the overall management and operation of the SWG.
      ii. Spearhead semestral meetings and other activities for the fulfilment of the objectives of RSC MIMAROPA and RSDP MIMAROPA.
      iii. Support technical and logistical for all activities of the SWG.
      iv. Provide technical support to the RSC MIMAROPA.

   c. PSA MIMAROPA, represented by its Regional Director, shall act as the SWG Vice Chairperson. PSA MIMAROPA shall act as presiding officer in the absence of the SWG Chairperson.

   d. The staff from the Statistical Operations and Coordination Division of PSA MIMAROPA shall serve as Secretariat for all SWGs. The Secretariat shall be responsible for the following:
      i. Organize semestral SWG meetings, and special meetings should the need arise.
      ii. Provide technical and logistical support for all activities of the SWG and to the RSC MIMAROPA.
      iii. Disseminate and follow up on RSC MIMAROPA recommendations, if necessary.

3. Core members of each SWGs

a. Designate a permanent primary and secondary alternate representative on statistical matters, preferably involved in quarterly RSC meetings, attended annual/quarterly requests on statistical data as input to publications and databased of PSA MIMAROPA, who will represent their respective agency to the regular RSC and SWG meetings, and other various RSC MIMAROPA-related activities.

b. Actively participate in semestral and special meetings.

c. Take part in the preparation for the regular meetings, such as but not limited to determining the agenda and proposing matters for discussion.

d. Follow up on the tasks decided at the regular meetings.

e. Respond to requests by and coordinate with the RSC or SWG Secretariat, respective SWG Chairperson, SWG Vice-Chairperson and other SWG core members.

4. Each SWG may invite regular guests and resource persons for specific concerns during meetings, as the need arises.

5. During ad hoc meetings of the members of the core group for a specific area of concern of each SWG, simple majority, i.e., 50 percent of the members plus one, shall constitute a quorum.

6. Each SWG decides on the matters under its area of jurisdiction during their semestral or special meetings regarding issues/concerns indispensable to its effective functioning or in situations when immediate action is necessary to address an emerging issue of circumstance, or through virtual means (i.e. teleconference and/or e-mail exchange). To make decisions, a quorum is needed.