



Republic of the Philippines
Department of Environment and Natural Resources
Provincial Environment and Natural Resources Office
MIMAROPA Region

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February 23, 2023

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA
1515 DENR By the Bay Bldg., Roxas Boulevard,
Barangay 668, Ermita Manila

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **REPORT ON THE ATTENDED TRAINING OF TRAINERS
(TOT) FOR TECHNICAL WORKING GROUP (TWG) OF SIBOL
CoMSCA**


Forwarded is the memorandum dated February 13, 2023 from Forest Technician I, Marjorie Joy M. Ortega along with the Report on the attended Training of Trainers (ToT) for the Technical Working Group (TWG) of SIBOL Community Managed Savings and Credit Association (CoMSCA).

The training was conducted on January 25-27, 2023 at the Asturias Hotel, Puerto Princesa City, Palawan. It was facilitated by the USAID-SIBOL Project and participated by different stakeholders of Puerto Princesa Subterranean River National Park (PPSRNP) including this office and CENRO Puerto Princesa City.

For information and record.


FELIZARDO B. CAYATOC



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Date: 23 FEB 2023 CN 23-405



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February 13, 2023


MEMORANDUM

FOR : The Provincial Environment and
Natural Resources Officer

THRU : The Chief
Conservation and Development Section (CDS)

FROM : MARJORIE JOY M. ORTEGA
Forest Technician I

SUBJECT : **REPORT ON THE ATTENDED TRAINING OF TRAINERS
(TOT) FOR TECHNICAL WORKING GROUP (TWG) OF SIBOL
CoMSCA**

**DENR PENRO
PALAWAN RECORDS
RECEIVED**
BY: 
DATE: 12.13.2023 **EN 23.1213**

Submitted is the Report on the attended Training of Trainers (TOT) for the Technical Working Group (TWG) of SIBOL Community Managed Savings and Credit Association (CoMSCA).

The training was conducted on January 25-27, 2023 at the Asturias Hotel, Puerto Princesa City, Palawan. It was organized and facilitated by the USAID- Sustainable Intervention for Biodiversity, Oceans and Landscape (SIBOL) Project and participated by various representatives from this office, CENRO Puerto Princesa, City ENRO, City Tourism Office, Barangay LGUs of Panggangan, Marufinas, Tanabag, Tagabinet and Binduyan, Puerto Princesa City, Palawan and staff from the Protected Area Management Office (PAMO) of Puerto Princesa Subterranean River National Park (PPSRNP).

For information and record.


MARJORIE JOY M. ORTEGA



REPORT ON THE ATTENDED TRAINING OF TRAINERS (TOT) FOR THE TECHNICAL WORKING GROUP (TWG) OF SIBOL COMMUNITY MANAGED SAVINGS AND CREDIT ASSOCIATION (COMSCA)

Community Managed Savings and Credit Association (CoMSCA) is a community-based group that mobilizes and manages its own savings. By conducting the training of trainers, SIBOL aims to fulfill its vision of developing cadres of CoMSCA that will sustain the gains of the savings movement in Puerto Princesa City and in the Province of Palawan and provide skills on facilitation, formation, monitoring and support of new groups of CoMSCA.

The Training of Trainers (TOT) for CoMSCA was conducted on January 25-27, 2023 at the City State Asturias Hotel, Puerto Princesa City, Palawan. It a 3-day training composed of nine (9) modules and a site visit to one of the CoMSCA in Barangay Binduyan, Puerto Princesa City, Palawan.

Participants of the TOT for CoMSCA from this office is composed of the undersigned, Planning Officer II Myra Mapanao, ECOMS I Lauri Rose Coquia and Information Officer Irene Mixdon. It was also participated by different partner agencies such as the City Government of Puerto Princesa (City ENRO & City Tourism Office), Barangay LGUs of Pangangan, Marufinas, Tanabag, Tagabinet and Binduyan, Puerto Princesa City, Palawan, staff from the Protected Area Management Office (PAMO) of Puerto Princesa Subterranean River National Park (PPSRNP), as well as representative from CENRO Puerto Princesa City.

Highlights of the Training

Day 1 (January 25, 2023) of the training starts with the registration of the participants followed by the opening program, then levelling off and expectation setting for the 3-day training. Levelling off and expectation setting for resource speakers, topics, logistics and co-participants includes the following:



Photos during the expectation setting

TOPICS	RESOURCE SPEAKERS	LOGISTICS	CO-PARTICIPANTS
<ul style="list-style-type: none">• To be easily understand by the community.• Can be applied in the community level• Related to financial management.	<ul style="list-style-type: none">• To relay/share/transfer the necessary knowledge needed by the participants;• To be lively;	<ul style="list-style-type: none">• Good venue and food;• Complete training materials	<ul style="list-style-type: none">• To actively participate in the discussions



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After the expectation setting and levelling off, the facilitator discussed the schedule of the training and its objectives. Then followed by the discussion of the Concept of savings, CoMSCA Delivery, its concepts and methodology.



Facilitators discussing the first three (3) topics

After the first three (3) topics, it was followed by the discussion of CoMSCA standards which covers the creation of Management Committee and its responsibilities, meeting flow, duration and schedule, fines, seating arrangement, loans and disbursement, share purchase/savings/and the organization of CoMSCA. Then after the discussion of CoMSCA standards, the participants practice the said standards through a role playing activities such as the election/ formation of CoMSCA Management Committee.



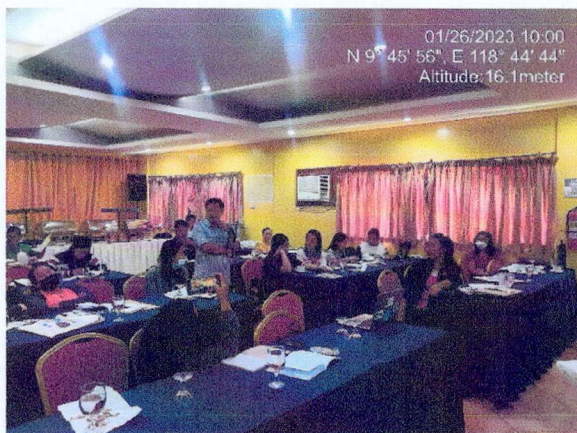
Participants during the conduct of mock election for CoMSCA Management Committee

During the afternoon session in Day 1, Module 1 : Groups, Leadership and Election and Module 2: Development of Policies and Rules for Social Fund, Share Purchase and Credit Activities were discussed.



Day 2

For Day 2, topics discussed were the following: Module 3: Development of Group Constitution; Module 4: Record Keeping and How to Manage a Savings Meeting; Module 5: First Share Purchase/Savings Meeting; Module 6: First Loan Disbursement Meeting; Module 7: First Loan Repayment Meeting; Module 8: Daily Slot Savings; Module 9: Share-out/Action Audit.



Photos during the lectures on Day 2

On day 2, activities included were the prioritization of purpose for loan and for availment of social fund and role playing of CoMSCA meeting.



Simulation of CoMSCA meeting



Day 3

For the 3rd day of the training, the participants went to Barangay Binduyan, Puerto Princea City, Palawan to observe an actual CoMSCA meeting in the said barangay. The CoMSCA group formed in Barangay Binduyan is in their 2nd cycle. After their meeting, the participants has been given a chance to ask questions to the CoMSCA members. Questions raised were the following: (1) what were the advantages of being a CoMSCA member and how does it help them and their family; (2) what is the impact of CoMSCA to them and their family in terms of savings and budgeting; (3) Where did they spent/used the money they borrowed/loaned. Most of the CoMSCA members used the borrowed/loaned money for their basic needs.



TOT participants with the CoMSCA group of Barangay Binduyan, Puerto Princesa City, Palawan



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After the site visit, the participants went back to Asturias Hotel to finish the remaining lectures and conducted a re-entry planning for CoMSCA formulation within their respective jurisdiction. Then it was followed by the closing ceremony, wherein the participants received their certificates.



TOT participants during the re-entry planning workshop



DENR TOT participants receiving their training certificates



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With the concluded training on Community Savings and Credit Association (CoMSCA), the undersigned recommends that the said training and the concept of CoMSCA will be re-echo to different CENROs and our partners People's Organizations (POs) within the Province of Palawan for them to experience the benefits of savings through CoMSCA.



Participants of the Training of Trainers of CoMSCA for CY 2023



DENR Participants of the Training of Trainers of CoMSCA for CY 2023

Prepared by:


MARJORIE JOY M. ORTEGA
Forest Technician I