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**Subject:** Guidelines for the Implementation of the DPWH-DENR-DSWD Partnership on the Tree Replacement Project

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## I. BACKGROUND

The Department of Public Works and Highways (DPWH) is the government agency mandated to implement public infrastructure projects, including the road rehabilitation of national roads. For these road projects, tree cutting within the Road Right-of-Way (RROW)<sup>1</sup> is unavoidable to render the roadway safe for vehicles and pedestrians; however, this renders nearby communities susceptible to natural disasters such as floods and landslides, thereby endangering them and their livelihoods. To address this, a law requires that road projects involving tree cutting should have corresponding tree replacements.

Recognizing that the Department of Environment and Natural Resources (DENR) has the expertise and the mandate on this concern, the DPWH has initiated a partnership with the DENR to implement a tree replacement program. Likewise, recognizing the accelerated initiatives of the Department of Social Welfare and Development (DSWD) on social protection and community development, involving the vulnerable, disadvantaged, and marginalized beneficiaries in the project was integrated as well. Moreover, the program shall contribute to the National Greening Program (NGP) and the Millennium Development Goals on the eradication of extreme poverty and hunger.

To implement this arrangement, a tripartite Memorandum of Agreement (MOA) was signed by the DPWH, DENR, and DSWD. The project shall be piloted in the implementation areas<sup>2</sup> of the Millennium Challenge Account - Philippines<sup>3</sup> Secondary National Roads Development Program<sup>4</sup> (MCAP-SNRDP).

## II. OBJECTIVES

One of the basic policies of the government on poverty reduction and social development is

*“to implement government infrastructure programs and projects that would connect and access the poor and the poorest population to income opportunities, assets, and basic services in order to increase productivity and improve economic and social living conditions.”*

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<sup>1</sup> Strip of land where all public roads are located; these are reserved for use of the traveling public

<sup>2</sup> See Section IV for the scope and coverage of the project

<sup>3</sup> Established as the central point of contact for the Philippine Compact Program of the Millennium Challenge Corporation

<sup>4</sup> A project under the Philippine Compact Program, lodged for implementation by the DPWH, which requires the rehabilitation of the Wright-Taft-Borongon-Guiuan Road in Eastern and Western Samar

In line with this policy is this partnership project that aims to achieve the following objectives:

**A. GENERAL**

To ensure the sustainability of environmental resources and to promote poverty alleviation through the incentive-based involvement of poor communities in the replacement of trees cut for government infrastructure projects

**B. SPECIFIC**

1. To rectify the deforestation of natural parks and forests in all regions affected by DPWH infrastructure projects through the replacement of each tree cut with the planting of one hundred (100) seedlings/ saplings/ propagules
2. To generate temporary employment and to facilitate the creation of the appropriate forest-based micro-enterprises for Pantawid Pamilya beneficiaries selected on the basis of proximity to project areas and membership in a DENR - People's Organization<sup>5</sup>

**III. PROJECT DESCRIPTION**

The *Tree Replacement Program* ensures the planting of one hundred (100) seedlings/ saplings/ propagules as replacement for every tree cut within or along the RROW of all DPWH-administered infrastructure projects. For this purpose, the DPWH shall transfer funds to the DENR, which shall be used to implement the tree replacement project that engages the Pantawid Pamilya beneficiaries and/ or poor communities in the project sites.

To adhere to the principles of sustainable development and the convergence strategy of the National Government, the project will be implemented by the three agencies, utilizing their respective resources, capacities, and expertise. Likewise, the project shall also be providing possible appropriate livelihood interventions to eligible communities within the project vicinity. Priority shall be given to communities or households whose livelihoods or residences were affected by infrastructure projects. Moreover, the project aims to contribute to the National Greening Program (NGP) and the Millennium Development Goals on the eradication of extreme poverty and hunger and the ensuring of environmental sustainability

The project covers all or any of the following components/ elements:

1. Proper management, utilization and/ or disposition of trees cut within DPWH RROW
2. Nursery and tree plantation establishment, other environmental development projects, protection and maintenance parallel to the number of trees to be replaced
3. Development and implementation of environment-friendly enterprise and livelihood opportunities of the project participants
4. Technical assistance and capability building of project implementers and participants

The different project activities shall be implemented as follows:

**A. Planning and Stakeholder Coordination**

1. Creation of National Technical Working Group (NTWG)
2. Creation of the Regional Technical Working Group (RTWG)
3. Project briefing with the RTWG and field implementers

**B. Programming of Project Sites, Activities, and Participants**

1. Trees inventory and timber utilization plan creation
2. Site identification and work plan preparation

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<sup>5</sup> See Section V. B. 3. for the list of specific criteria

3. Selection of program participants
  4. Preparation of legal documents
  5. Social preparation
  6. Capacity building
- C. Tree Replacement and Quality Control
1. Tree replacement
  2. Monitoring and evaluation

#### IV. SCOPE AND COVERAGE

The project covers all DPWH infrastructure projects, and the corresponding tree plantation sites identified and recommended by the DENR for the intention of the project.

However, it will be piloted in Region VIII for the MCAP-SNRDP areas in Paranas (Wright) and Hinabangan in Samar, and Taft, Sulat, San Julian, Borongan, Maydolong, Balangkayan Llorente, Hernani, Gen. Mc Arthur, Quinapondan, Salcedo, Mercedes, and Guiuan in Eastern Samar. Afterwards, the project would be rolled out in all DPWH infrastructure projects in other regions.

#### V. IMPLEMENTATION ARRANGEMENTS

##### A. PLANNING AND STAKEHOLDER COORDINATION

###### 1. *Creation of National Technical Working Group (NTWG)*

A National Technical Working Group (NTWG) shall be created for the over-all coordination and evaluation over the implementation of the project. The NTWG shall be the secretariat of all or any of the activities to be undertaken for the project, the steering group for policy enhancement and modification of implementing guidelines, the internal appraisal team for operational management, systems, and procedures, and the approving body for specific project proposals for implementation under the project.

The NTWG shall be composed of the following:

- a. Chairpersons
  1. Dir. Ricardo L. Calderon  
Director, Forest Management Bureau, DENR  
Forester Ma. Teresa G. Aquino (alternate)  
Technical Staff, National Greening Program, DENR
  2. Dir. Georgina Ann H. Hernandez  
Director, Sustainable Livelihood Program DSWD  
Ms. Evangeline O. Iñigo (alternate)  
Project Development Officer III, Sustainable Livelihood Program, DSWD
  3. Engr. Teresita V. Bauzon  
Project Manager, Millennium Challenge Corporation - PMO, DPWH  
Engr. Sol T. Abasa (alternate)  
Engineer III, Environmental Social Safeguards Division, DPWH
- b. Members
  1. Engr. Reynaldo Galapon  
Engineer III, Millennium Challenge Corporation – PMO, DPWH
  2. Ms. Elnora Taleon  
Extension Officer, National Greening Program, DENR
  3. Forester Greg de la Cruz  
Extension Officer, National Greening Program, DENR

4. Ms. Angela An Mari F. Ferrer  
Project Development Officer III, Sustainable Livelihood Program, DSWD  
Dir. Criste Z. Navida  
Director, Environment and Social Assessment, Millennium Challenge  
Account - Philippines

2. *Creation of the Regional Technical Working Group (RTWG)*

At the regional level, coordination and implementation of project activities shall be lodged with the Office of the DENR's Regional Technical Director for Forestry, DSWD's Sustainable Livelihood Program Unit, and DPWH's Regional Office. These three units shall serve as the base and coordinating camp of direct project implementers at the field level. This will also manage the direct implementation of programmed activities for the project in the regions.

3. *Project briefing with the RTWG and PCT*

To ensure proper understanding of concerned project stakeholders, a complete project briefing shall be conducted at the national, regional, and provincial/ municipal level by the RTWG.

## B. PROGRAMMING OF PROJECT SITES, ACTIVITIES, AND PARTICIPANTS

1. *Trees inventory and timber utilization plan creation*

On the basis of the tree cutting permit issued to the DPWH, all trees cut during RROW clearing activities shall be accounted, collected and secured by the DENR in a safe lumber/ log depository. Afterwards, the DENR and the DSWD shall prepare the timber/ log utilization plan congruent to the livelihood development plan for the participants.

2. *Site identification and work plan preparation*

The DENR shall identify suitable plantation sites that can accommodate the total number of replacement trees to be planted and prepare the necessary work plan for each plantation site. To facilitate the identification of participants, the DENR shall provide the DSWD the complete list of areas/ barangays covering the identified plantation sites.

Survey, mapping, planning and characterization of the project sites shall be carried out by the Community Environment and Natural Resources (CENRO) in the locality. The DENR or CENRO shall ensure that tree species recommended for planting in specific project sites conforms on the livelihoods or micro-enterprises to be proposed for the project participants. Planting sites especially in the typhoon-affected coastal areas shall also be identified for the mangrove rehabilitation component of the program.

3. *Selection of program participants*

The DENR and the DSWD conducts an inventory of the prospective project participants per plantation site by securing and cross-matching the list of Pantawid Pamilya Program beneficiaries with that of the list of DENR-PO members, and subsequently prepare the clean list of actual households to be involved in the project. Below is the criteria set for the selection of participants.

- a. Households included in the NHTS-PR data whose livelihoods or dwellings have been affected or displaced by the DPWH RROW clearing activity
- b. Pantawid Pamilya beneficiaries within and the vicinity of the identified plantation or project site

- c. Members of existing DENR managed people's organization (DENR-PO) in the project site

#### 4. *Preparation of legal documents*

The legal documents required for the proper implementation of the project shall be secured by the DENR. These include tenurial documents and other legal documents of the participants needed for them to be part of the project.

#### 5. *Social preparation*

The DSWD shall handle the complete social preparation and organizational development process of the project participants which shall include topics on a) community organization, b) skills inventory, and c) project orientation.

These activities shall build on the previously conducted sessions by the three core programs of the DSWD. However, if the pilot area has not been provided with social preparation activities by the SLP, then additional sessions on a) self-awareness, b) time management, and c) financial literacy, shall be undertaken using the program's Field Operations Manual, prior to the sessions mentioned above.

#### 6. *Capacity building*

The DENR shall lead this activity, which shall capacitate the program participants in being able to properly conduct the required tree replacement activities.

### C. TREE REPLACEMENT AND QUALITY CONTROL

#### 1. *Tree replacement*

The DENR shall specifically identify the activities that the participants are expected to conduct, given that proper orientation and training have been provided to them. The identified participants shall implement the different activities to ensure that the project's objectives are met. The different activities may include the following:

- a. Proper management (utilization or disposal) of trees cut within DPWH RROW
- b. Nursery and tree plantation establishment, other environmental development projects, and protection and maintenance
- c. Development of environment-friendly enterprises of participants

#### 2. *Monitoring and evaluation*

Monthly reports shall be submitted through coordinating units in the regional offices to the respective national agency offices, with copies furnished to the NTWG. The NTWG shall review and validate the reports and consolidate the same to prepare the annual reports vis-a-vis the targets set.

## VI. FINANCIAL ARRANGEMENTS

### A. FOR THE ESTABLISHMENT OF TREE PLANTATIONS

The DPWH shall allocate and transfer funds directly to the DENR Regional Office. The funds shall defray the entire cost of plantation establishment from survey, mapping, planning, nursery establishment, procurement of materials, site preparation, out-planting, plantation protection, maintenance, and supervision. Fund transfers shall be in line with the approved

Work and Financial Plan of each project site, subject to the usual government accounting rules and regulations. The funds shall flow in the following manner:

	DPWH	DENR
1. Fund Transfer from DPWH to DENR	<ul style="list-style-type: none"> <li>Issue Letter of Advice of Allotment to DENR Regional Office concerned</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledge receipt of fund and issue Official Receipt to DPWH</li> <li>Deposit and maintain the fund under a separate account in an authorized depository bank</li> </ul>
2. Disbursement and liquidation of expended fund	<ul style="list-style-type: none"> <li>Monitor and record liquidation reports submitted by the DENR</li> </ul>	<ul style="list-style-type: none"> <li>Submit disbursement reports to DPWH for the utilization of funds vis-a-vis the activities programmed for project</li> <li>Submit project completion report to DPWH, return unused funds to DPWH and ensure liquidation of used funds</li> </ul>

**B. FOR PROJECT MANAGEMENT AND ADMINISTRATION**

Travelling and transportation expenses, provision of technical assistance and other administrative costs that may be incurred in the implementation of project activities that are coherent to the mandate or function of the cooperating agency shall be charged against its respective agency fund. Expenses for the conduct of meetings, conferences, workshops, seminars and other gatherings related to project planning, briefings/orientation and operations can be shared by the partner agencies (DPWH, DENR, DSWD).

**C. FOR THE LIVELIHOOD INTERVENTIONS OF THE PROJECT PARTICIPANTS**

The DSWD shall be responsible for the expenses to be incurred in the conduct of participants' organizational development, social preparation, capacity building, and livelihood capital assistance of eligible participants under its community driven enterprise development strategy for sustainable livelihood development and implementation.

**VII. REPEALING CLAUSE and EFFECTIVITY**

All Department issuances, or part/s thereof, inconsistent with this Order are hereby modified and repealed accordingly;

In the event that any of the provisions of this Order is declared unconstitutional, the validity of the other provisions shall not be affected by said declaration.

This Order shall take effect upon signed and approved for circulation.

Done this 3rd of July, 2014 at Quezon City, Philippines.

**DEPARTMENT OF PUBLIC WORKS  
AND HIGHWAYS**

**DEPARTMENT OF ENVIRONMENT  
AND NATURAL RESOURCES**

*[Signature]*  
**HON. ROGELIO L. SINGSON**  
Department Secretary

*[Signature]*  
**HON. RAMON J.P. PAJE**  
Department Secretary



Department of Public Works and Highways  
Office of the Secretary



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**DEPARTMENT OF SOCIAL WELFARE  
AND DEVELOPMENT**

*[Signature]*  
**HON. CORAZON JULIANO-SOLIMAN**  
Department Secretary