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| * **Feedback Report on the FO XI Visit from 1-4 March 2016** * March 14, 2016 | |
| * Employment Facilitation Fund Utilization | * **Session Type:** Meeting with the RPMO ManCom, followed by a meeting with the ARDO * **Issue:** Utilizing the Php 81M downloaded Employment Facilitation Fund   The FO XI will be able to meet its 15% grant utilization milestone with its proposals worth Php 40M+. However, the amount is composed pre-dominantly of MD funding with little over a few hundred thousand charged to EF. This leaves the FO with a total of Php 82M for utilization during the first semester. The situation is further stirred with the election ban soon underway, and a cash lapse worth Php 26M and Php 24M of EF funds due during the end of the 1st quarter and 2nd quarter, respectively.  The Region’s Finance monitor advised that the Field Office fast-track proposals for EF to meet the utilization target. The Field Office may revise the Monthly Disbursement Plan only after the 1st Semester has passed.  The ARDO advised that Skills Training (ST and E-ST) activities might still be conducted during the ban, given the absence of political interference during these activities. The RPMO also recommended that some of the funds be obligated during the 2nd Semester to avoid lapsing.  The RPMO will communicate this to the Field PDOs, and the SLP Regional Management Committee agreed on the PPDA schedules for 3rd quarter implementation. PPDA will be conducted during the 1st and 2nd weeks of May and submissions will be on the 31st of the same. |
| * PEAF | * **Session Type:** Plenary with all Regional Staff and ARDO * **Issue:** Eligibility and liquidation of the PEAF   **Eligibility**  The FO XI’s 2015 concern was that Household ID numbers identified in the proposals did not match those that of Pantawid’s active list. The RPMO was charged with allegedly “falsifying” recipients of the grant.  Upon further probing, four issues have been the cause of this.   1. The Field PDOs did not validate the names and corresponding ID numbers provided by the C/MLs. 2. The identified recipient is an inactive member of the household provided by the C/MLs, and hence omitted in the active roster. 3. The identified recipient may have been missed during enumeration, and could merit application. 4. The identified recipient is a certified indigent, and/or a member of the NHTS-PR roster, but is not a member of the Pantawid, hence rendering ineligible.   The NPMO advised that, in similar cases, the SCF had been a shared responsibility of the household, even if not all family members are registered. Similarly, the Pantawid beneficiary may avail of the grant for the use of strictly within the family. This is not in conflict with MC 10, stating “the fund is intended to assist Pantawid families as a proactive scheme for employment facilitation”.  In addition, the RPMO must proactively prove this to clear its name from accusations and allegations charged against them. This may form part of the consequent TA that the NPMO will provide.  The ARDO advised that the RPMO strictly abide by the current guidelines.  **Liquidation**   * In Davao City, a number of Pantawid had availed of the PEAF and have been employed in the shipping industry in Subic. However, they have not received the grand due to their absence and failure to sign the voucher required for liquidation. The NPMO advised that this be closely coordinated with FO III to avoid fund lapsing and further complications.   The RPMO recommended that monthly cash advances be made in the province to facilitate faster disbursement, assuming that all liquidation documents have been filed and fulfilled.  SLP Regional Management Committee will convene a meeting in communication with COA and Finance in March to identify solutions to liquidation. Similarly, the ARDO advised that the RPMO strictly abide by MC 10, to avoid future complications. |
| * SLPIS | * **Session Type:** Plenary with all Regional Staff followed by a succeeding side meeting with the ARDO and RPMO ManCom * **Issue:** Internet connection and bandwith in certain provinces   It was discussed that certain provinces had difficulty encoding in the SLPIS due to fluctuations in the internet connection and bandwith issues in provincial convergence offices. In addition, the Field PDOs remain in waiting for additional laptops for ease of encoding.  The M&EO conducted troubleshooting visits in Davao Oriental, and it was identified that 11pm was the ideal timeslot to encode. This was their recommendation and the PC also advised that encoding should be scheduled every after cluster meeting. Despite this, it would be difficult for the Field PDO to comply with evening-demanding work.  During the discussion with the ARDO, the NPMO recommended that there are funds for office amenities and they identified that the Office Rental expenses are those that they never use. Hence, the provinces of Davao Oriental, Davao Norte, and Compostela Valley are areas that would avail of the Office Rental funds for re-aligning to internet expenses, rental of computer shops, or simply upgrading data plans for increased bandwith.  This is to recommend the practice to the SLP-NPMO ITU for possible advise to regions with similar issues. |
| * 2016 Election Ban Period | * **Session Type:** Meeting with the RPMO ManCom, followed by a meeting with the ARDO * **Issue:** Activities during the election ban   Aside from the conduct of Skills Training activities, the RPMO identified that April-May would be an opportunity to do the following activities: (a) model building, (b) EF Planning, (c) exercising the use of the new templates, (d) market and resource mapping, (e) beginning the procurement process for ready projects, and (f) conducting PPDA during the 1st to 2nd week of May, for submission on May 31. |
| * Organized SKAs from 2015 and below | * **Session Type:** Plenary with all SLP Regional Staff * **Issue:** Treatment and consideration for the organized SKAs prior to MC 13   The FO XI is in unison in their request to include stipulations in the Omnibus Guidelines for the removal of rollback to DSWD from active SKAs. In accordance to this, the RPMO will issue a memorandum to the Central Office complying with the request of SKAs for de-listing for SKAs organized 2010 below, as well as recommended stipulations for the Omnibus Guidelines.  This is to recommend this request to the DPM for Operations as accountable for the Omnibus Guidelines. |
| * 2015 Backlogs | * **Session Type:** Plenary with SLP Regional Staff, and a consequent plenary with the ARDO * **Issue:** 2015 Proposal backlogs and de-obligated funds * Field PDOs expressed concern over projects drafted during the 1st semester of 2015, but never processed, obligated or prioritized by the Field Office for undisclosed reasons. A quantity of proposals have either been disapproved or withheld from fund utilization and disbursement. * The FO XI management committee meeting members who were present in the plenary further elaborated this, stating that there have been checks that have lingered since the 4th quarter of 2015. This has since been cited by the regional COA and must be acted upon with haste. The lingering checks were not disbursed because of the failure of the RPMO to provide proper guidelines in disbursing the checks. The guidelines requested by the FO management was a reaction to the previously stated issues on PEAF, and has since rippled to all modalities   Many proposals have been re-obligated and its corresponding cash had been converted to 2015 continuing funds, which the FO also needs to implement over and above their Php 240M grant allocation for 2016.  This issue has drastic impact on the Department’s image where entrepreneurially inclined participants express their disbelief in the program’s intended purpose due to service delay.   * In response to this experience, the FO management committee mandated all programs to cease all staff trainings by the end of 3rd quarter to allow unhampered implementation until the end of the 4th quarter.   This is to request for the SLP NPMO Management Committee to consider FO XI’s internal mandates, as well as possibly similar mandates form the rest of the nation’s FOs, when programming equally important events and trainings. |
| * MCCT/LGU worker Training on SLP | * **Session Type:** Meeting with the RPMO ManCom and the ARDO * **Issue:** Conducting MCCT SLP Training for Familiarity with processes and templates * Initially, the RPMO deemed to include the MCCT and LGU staff in regular SLP trainings. However, with the Php 1.5M budget they have to work with, the strategy might not be feasible. The PCs also mentioned that it might need more than just a single C/MAT meeting with MCCT Staff for the training.   The ARDO understands the importance for these training for MCCT Staff, and deems that the training be charged to the MCCT TEV for board and lodging, and everything else will be charged to the SLP. The trainings will be in provincial clusters, and the Field PDOs, PC, and Provincial Monitor will serve as resource persons |
| * Local Governance Support Program for Local Economic Development (LGSP-LED) | * **Session Type:** Meeting with the RPMO and the ARDO * **Issue:** LGSP-LED project funding   The PC from Davao Del Norte expressed concern regarding the LGSP-LED initiative, where the training institution in Samal Island has yet to be paid since 2015. The NPMO has previously advised that the funding for the project would be sourced from the partner agencies based on the stipulations during agreements. However, it was later advised that initial funding be sourced from the FO to begin implementation.  The NPMO requested for a copy of the MOA, but the RPMO insists that the original copy was sent to the Central Office last October 2015.  It was mentioned that the DPM for Operations would conduct a visit soon regarding the issue. This is to request the inclusion of either the CC or the RM during this visit. |
| Other Matters | * **Session Type:** Meeting with the RPMO ManCom * **Issue:** One Travel per month for NPMO staff   With the limitations of NPMO’s travels once a month, the NPMO and RPMO will explore the possibilities of video conferences for pertinent matters that require meetings.   * **Session Type:** Meeting with the RPMO ManCom and ARDO * **Issue:** Partnership Activities   The FO XI is anticipated to provide a list of partnership activities within the 1st Semester and possibly the 2nd Semester by 11 March 2016. |

Prepared by:

**DAVID DANIEL P. PAGULAYAN**

Regional Monitor

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| **INTER-OFFICE MEMORANDUM** | | | REFERENCE NO.:  DDPP/ABB/GDAR | | |
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| FOR | : | **THE DIRECTOR** | DATE | : | 14 March 2016 |
|  |  | Sustainable Livelihood Program |  |  |  |
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| THROUGH | : | **CATHERINE D. RACHO**  Deputy Program Manager | | | |
| FROM | : | **CLUSTER D COORDINATOR**  Sustainable Livelihood Program | | | |
| SUBJECT | : | **FEEDBACK REPORT ON THE REGIONAL PDA AND NEW PROJECT PROPOSAL ORIENTATION AT FIELD OFFICE XI** | | | |
| This is to provide feedback on the travel to FO XI last 01 to 04 March 2016 attended by the Cluster Coordinator and Regional Monitor. Below is a summary of agreements; however, please see the attached document for a comprehensive discussion of the field visit.   |  |  | | --- | --- | | **AGENDA** | **AGREEMENTS AND RECOMMENDATIONS** | | * Employment Facilitation Fund Utilization | * **Session Type:** Meeting with the RPMO ManCom, followed by a meeting with the ARDO   **Issue:** Utilizing the Php 81M downloaded Employment Facilitation Fund  The ARDO advised that Skills Training (ST and E-ST) activities might still be conducted during the ban, given the absence of political interference during these activities. The RPMO also recommended that some of the funds be obligated during the 2nd Semester to avoid lapsing.  The RPMO will communicate this to the Field PDOs, and the SLP Regional Management Committee agreed on the PPDA schedules for 3rd quarter implementation. PPDA will be conducted during the 1st and 2nd weeks of May and submissions will be on the 31st of the same. | | * SLP-IS | * **Session Type:** Plenary with all Regional Staff and ARDO * **Issue:** Low connectivity in different provinces   The provinces of Davao Oriental, Davao Norte, and Compostela Valley are areas that would avail of the Office Rental funds for re-aligning to internet expenses, rental of computer shops, or simply upgrading data plans for increased bandwith.  This is to recommend the practice to the SLP-NPMO ITU for possible advise to regions with similar issues. | | * PEAF | * **Session Type:** Plenary with all Regional Staff and ARDO * **Issue:** Eligibility and liquidation of the PEAF   The RPMO recommended that monthly cash advances be made in the province to facilitate faster disbursement, assuming that all liquidation documents have been filed and fulfilled.  SLP Regional Management Committee will convene a meeting in communication with COA and Finance in March to identify solutions to liquidation. Similarly, the ARDO advised that the RPMO strictly abide by MC 10, to avoid future complications. | | * 2016 Election Ban Period | * **Session Type:** Meeting with the RPMO ManCom, followed by a meeting with the ARDO * **Issue:** Activities during the election ban   (a) Model building, (b) EF Planning, (c) exercising the use of the new templates, (d) market and resource mapping, and (e) beginning the procurement process for ready projects. | | * Organized SKAs from 2015 and below | * **Session Type:** Plenary with all SLP Regional Staff * **Issue:** Treatment and consideration for the organized SKAs prior to MC 13   This is to recommend this request to the DPM for Operations as accountable for the Omnibus Guidelines. | | * 2015 Backlogs | * **Session Type:** Plenary with SLP Regional Staff, and a consequent plenary with the ARDO * **Issue:** 2015 Proposal backlogs and de-obligated funds * In response to this experience, the FO management committee mandated all programs to cease all staff trainings by the end of 3rd quarter to allow unhampered implementation until the end of the 4th quarter.   This is to request for the SLP NPMO Management Committee to consider FO XI’s internal mandates, as well as possibly similar mandates form the rest of the nation’s FOs, when programming equally important events and trainings. | | * MCCT/LGU worker Training on SLP | * **Session Type:** Meeting with the RPMO ManCom and the ARDO * **Issue:** Conducting MCCT SLP Training for Familiarity with processes and templates   The ARDO deems that the training be charged to the MCCT TEV for board and lodging, and everything else will be charged to the SLP. The trainings will be in provincial clusters, and the Field PDOs, PC, and Provincial Monitor will serve as resource persons | | * LGSP-LED | * **Session Type:** Meeting with the RPMO and the ARDO * **Issue:** LGSP-LED project funding   It was mentioned that the DPM for Operations would conduct a visit soon regarding the issue. This is to request the inclusion of either the CC or the RM during this visit. |   This is for your perusal.   |  |  |  | | --- | --- | --- | | Prepared by:  **DAVID DANIEL P. PAGULAYAN**  Regional Monitor |  | Concurred by:  **ALICIA B. BALACAOC**  Cluster D Coordinator | | | | | | |