



EXECUTIVE ORDER NO. 33-A
Series of 2022

**AN ORDER RECONSTITUTING THE PHILIPPINE RURAL DEVELOPMENT PROJECT -
PROVINCIAL PROJECT MANAGEMENT AND IMPLEMENTING UNIT (PRDP-PPMIU) OF DAVAO
ORIENTAL**

WHEREAS, the Philippine Rural Development Project had been awarded its second additional financing through the Board of Executive Directors of the International Bank for Reconstruction and Development (IBRD) worth \$280 million and extending the Project's lifespan until 2024;

WHEREAS, Implementation of the Philippine Rural Development Project conforms to the sectoral goal of the Province of defeating Poverty through improved productivity and resiliency to climate change and disaster;

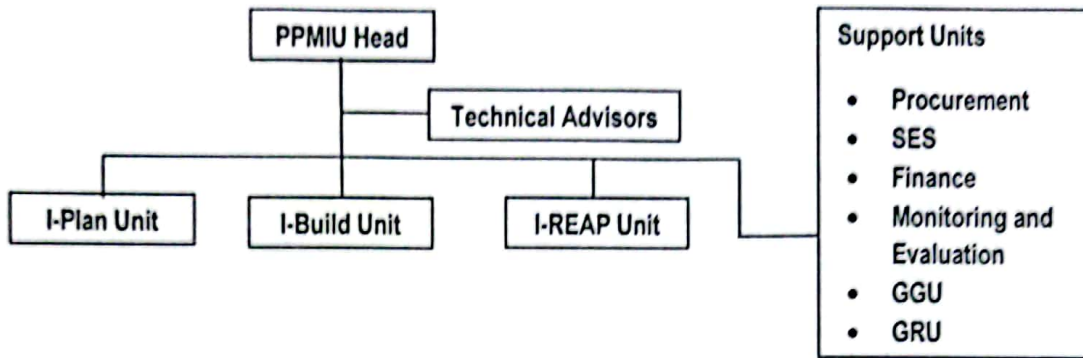
WHEREAS, PRDP covers all provinces in the Philippines and the Provincial local government units identified to participate in the implementation of the project are now required to create or strengthen their Provincial Project Management and Implementing Units;

WHEREAS, the Province's engagement with the Project has already resulted in the creation of Executive Order No. 17 series of 2015, amended through EO NO. 4, series of the same year to incorporate the addition of the Grievance Redress Unit to the constitution of the management Unit and finally reconstituted through Executive Order No. 11, Series of 2016, reflecting the changes and updates in the function of the unit;

WHEREAS, to incorporate further updates to the functions of the unit and its overall structure, there is a need for its reconstitution;

WHEREFORE, I, Corazon N. Malanyaon, by virtue of the power vested in me by law as Provincial Governor of Davao Oriental, I do hereby order reconstitution of the Philippine Rural Development Project - Provincial Project Management and Implementing Unit (PRDP-PPMIU) Of Davao Oriental;

Section 1: Structure. The PPMIU shall have the following organizational structure:



Section 2: Composition. – headed by the Provincial Planning and Development Coordinator, the PPMIU shall have the following functions:

Unit/Personnel	Name	PLGU Position/Designation
PPMIU Head	Freddie C. Bendulo	Provincial Planning and Development Coordinator
I-PLAN Head	James Louie S. Gamad	PPDO- Project Development Division, PDO III
I-BUILD Head	Engr. Gisica Y. Sayman	OIC – PEO
I-REAP Unit Head	Dr. Edito B. Sumile	Provincial Agriculturist
I-REAP Co-unit Head	Dr. Eric R. Dagmang	Provincial Veterinarian
Finance Unit Head	Emilia C. Barrera	Provincial Accountant
Procurement Unit Head	Atty. Edilberto M. Macayra	Provincial Legal Officer
Monitoring and Evaluation Unit Head	Enelyn Viluz M. Pabio	PMEO IV
SES Unit Head	Dolores D. Valdesco	OIC-ENRO
InfoAce Unit Head	Karen Lou V. Deloso	Provincial Information Officer
Grievance Redress Unit Head	Atty. Edilberto M. Macayra	Provincial Legal Officer
Geomapping and Governance Unit Head	Engr. Marie Eleonor R. Serrano	Provincial Assessor
Technical Advisors	Engr. Juan S. Evangelio	Technical Consultant
	Romeo B. Celeste, EnP	Technical Consultant

Section 3: Functions – headed by the Provincial Planning and Development Coordinator, the PPMIU shall have the following functions:

1. Manages over-all Project implementation at the Provincial level;
2. Provides assistance to Project implementers at the Municipal level;
3. Serves as the Program facilitator and coordinator at the Provincial level;
4. Convene regularly to perform planning, Project management, and implementation, monitoring and evaluation, and coordinative function of PRDP subprojects and activities within the Province;
5. Conducts assessment of implementation, meetings, and workshops with MPMIUs and POs;

6. Prepares and submits Program reports to Regional Project Coordination Office (RPCO); and
7. Perform such other functions as may be necessary to meet the objectives as indicated in the Memorandum of Agreement signed between the Department of Agriculture and the Provincial Government of Davao Oriental for the successful implementation of PRDP in the Province.

The Investment for AFMP Planning at the Local and National Levels (I-PLAN) Unit – Compromising of staff from the Provincial Agriculture's Office and the Provincial Planning and Development Office, the I-PLAN Unit shall have the following duties and functions:

1. In coordination with RPCO, provides overall management of I-PLAN activities in the province;
2. Assess the subprojects proposals coming for the Project with respect to its substance and value in the PCIP and other reference plans;
3. Assesses capability building requirements of participating municipalities as basis for capability program and assist in the preparation of the Provincial Commodity Investment Plan (PCIP);
4. In collaboration with RPCO, facilities capability assistance to stakeholders in the province in improving extension service delivery systems and local governance systems and mechanisms;
5. Coordinates the delivery of technical assistance to MLGUs, BLGUs and POs in strengthening their capabilities in planning, implementation, operation and maintenance, monitoring and evaluation of and the PCIP;
6. Ensures that local development plans are prepared through participatory approach and in harmony with the regional and national plans;
7. Prepares and submits reports to the PPMIU Head.

The Intensified Building-Up of Infrastructure and Logistics for Development (I-BUILD) Unit – Largely comprising of staff from the Provincial Engineering Office and headed by the Provincial Engineer himself, the Unit is responsible for the management and implementation of the rural infrastructure component and specifically, the Unit shall have the following duties and functions:

1. In coordination with the RPCO, prepares the program of works, detailed engineering design and other technical documents for rural infrastructure subprojects or infrastructure components of livelihood subproject proposed for PRDP by the Province;
2. Facilitates the conduct of sampling analysis, tests and survey such as georesistivity test and soil analysis in support to the feasibility study or business plan proposed by the Province for the Project;
3. Facilitate/assist the Procurement sub-unit in the Infrastructure subproject procurement processes;
4. Coordinate with the Finance and I-PLAN unit for the timely deposit of required counterpart funds and release of funds for the implementation of approved IBUILD subprojects or subprojects with IBUILD component/s;
5. Assist the C/MLGUs in the prioritization, feasibility study and detailed engineering preparation, procurement, contract administration and construction supervision of infrastructure subprojects;
6. In tandem with the RPCO, evaluates and validates infrastructure subproject proposals of the MLGUs;
7. Prepares and submits reports for RI Component to the PPMIU Head.

The Investment for Rural Enterprise and Agricultural and Fisheries Productivity (I-REAP) Unit – Comprising of staff from the Provincial Veterinarian in cooperation with the Office of the Provincial Agriculturist and headed by the Provincial Agriculturist himself. The Unit have the following duties and functions:

1. Along with the I-Plan Unit, facilitates in the preparation of the Provincial Commodity Investment Plan (PCIP);
2. Provides assistance to the proponent groups (PGs) in the preparation of the business plans of identified commodity enterprises;
3. Assists the PGs in the compliance of all requirements for the issuance of the No Objection Letter (NOL);
4. Facilitates the enterprise prioritization based on the PCIP and PG selection;
5. Facilitates partnership with agencies in business development services, research and extension;
6. Provides/facilitates technical assistance and/or capacity building activities of PGs in agribusiness, financial and organizational management;
7. Conducts geotagging for projects sites and other verifiable locations of proposed enterprises;
8. Assists the Monitoring sub-unit in the monitoring and evaluation of business enterprises;
9. Provide/facilitate enhancement of extension delivery system and provision of market support/facility to the Proponent Group beneficiaries;
10. Coordinates with the Finance Unit and I-PLAN unit for the timely deposit of the annual required counterpart funds and release of funds for the implementation of approved subprojects;
11. Collaborates with the Provincial and Municipal planning team the establishment of priority production zones using the PCIP and value chain approach for the development of agri-business;
12. Establishes collaborative mechanisms with the other support institutions that will technically assist in the smooth implementation of the Project; and
13. Prepares and submits reports to the PPMIU Head.

The Monitoring and Evaluation (M and E) Sub-unit – Comprising of staff from the Provincial Planning and Development Office, the Unit shall have the following duties and functions:

1. Coordinates all M and E activities in the participating municipalities under the jurisdiction of the Province;
2. Identify problems and issues which impede Program implementation for remedial actions at the provincial level and elevate unresolved issues and problems at this to the RPCO for resolution /or action;
3. Generates and submits the prescribed provincial reports to RPCO based on municipal reports;
4. Ensures that all completed data capture forms and file copies of provincial consolidation reports are properly kept for ready reference;
5. Validates reports submitted by the component units from the IREAP, IBUILD and Finance;
6. Maintains, regularly updates and submits the data encoded in the PRDP Management Information System (PRDP MIS): LGU Module;
7. Conducts all PRDP M and E training for the MPMIUs under its jurisdiction;

8. Provides technical and administrative assistance to review missions of DA Central Office , the World Bank and other agencies that may undertake such missions; and
9. Provides other forms of assistance that may be requested by RPCO through the Provincial Governor from time to time;
10. Prepares and submits reports to the PPMIU Head.

The Procurement Sub-unit. Comprising of staff involved with the Provincial Bids and Awards Committee and headed by the Technical Working Group Chair, the Unit shall be responsible for:

1. Prepares and submit the Procurement Plan of the IBUILD subprojects and some IREAP subprojects to be implemented under PRDP for the PLGU;
2. Reviews the procurement of goods and works of the PRDP being implemented by the PLGUs;
3. Conducts and initiates the procurement of works and goods of subprojects covered under the PRDP;
4. Submits reports to the PPMIU head on matters relating to the procurement.

The Finance Sub-unit – Comprising of staff from the Provincial Budget Office, Provincial Accounting Office, and Provincial Treasury Office. Headed by the Provincial Accountant, the Unit shall be responsible for the financial aspect of the Program, and specifically, shall have the following duties and functions;

1. Reviews Work and Financial Plans of IBUILD, IREAP and SES Components;
2. Manages the Funds for PRDP subprojects at the Provincial level;
3. Maintains and submits liquidation reports or statements of expenditures (SOE) on Community subprojects;
4. Participates in resource management planning and implements strategies in increasing collection of local revenues;
5. Participates in enhancing local governance systems and mechanisms in areas of financial management, procurement and audit; and
6. Prepares and submits reports to the PPMIU Head.

The Social and Environmental Safeguard (SES) Sub-Unit – Comprising of staff from the Provincial Environment and Natural resources Office and from Sub-unit shall perform the following functions:

1. Provides Social and Environmental Assessment of PRDP proposed subprojects;
2. Facilitates in the preparation of the Social and Environmental Management Plans;
3. Facilitates the Social Survey and preparation of beneficiaries and affected persons of proposed PRDP subprojects;
4. Facilitates the compliance of environmental certificate requirements;
5. Assess landownership of the project site;
6. Prepares the resettlement action plan for affected persons of the project site;
7. Prepare an Indigenous people management plan for Indigenous people (IP) that shall be affected by the project;
8. Facilitates the preparation, processing and submission of documents related to the fulfillment of the SES requirements of proposed subprojects;
9. Prepares and submits reports to the PPMIU Head.

The Information, Education, Advocacy and Communication Sub-unit – Under the supervision of the Provincial Information Office (PIO) and with the assistance of the Regional Agriculture and Fishery Information Division (RAFID), the duties and functions of the IEAC unit include:

1. Documents status of ongoing and completed subprojects through print and video materials;
2. Reproduces and distributes technical materials related to the I-PLAN, I-BUILD, and I-REAP components;
3. Spearheads in the documentation of best practices , successful project implementations at the provincial level;
4. Spearheads in the publication and dissemination of project accomplishments; and
5. Establishes and maintains media relations.

Geomapping and Governance Unit (GGU) – Under the supervision of the Provincial Engineers Office and the Provincial Agriculturist's Office, the duties and functions of the GGU includes:

1. Perform GPS and geotagging related activities according to the guidelines set forth for the implementation of I-BUILD and I-REAP subprojects;
2. Support the validation of titled ownership for affected areas as well as the flood prone, landslide prone and other hazard prone areas in proposed PRDP subproject locations;
3. Generate maps and other related documents in support to the feasibility of proposed subprojects;
4. Support the validation of the progress of implementation through the use of geotagging and other similar methods;
5. Coordinate with the Regional Project Coordinating Office in Geomapping related activities;
6. Maintains and submit regularly geotagging results of ongoing and implemented IREAP and IBUILD subprojects to the Regional Project Coordinating Office for verification.

The Grievance Redress Unit (GRU) – Under the Supervision of the Provincial Legal Office, the duties and functions of the GRU includes:

1. Conduct dialogues between and among the parties involved in project affected areas for purposes of conflict/complaint resolution;
2. Develop and implement pro-active measures or activities to prevent grievance in project affected areas;
3. Direct the documentation of the grievance proceedings including the documentation and signing of written agreements reached by the parties involved and issue the necessary certification on its final action; and
4. Maintain a record of information with regards to complaint, the dialogue between conflicting parties, and other similar events, especially for follow-up resolutions or non-resolutions of issues.

The Technical Advisors - The technical advisors will work closely with the PPMIU and report to the PPMIU Head. The duties and functions of the Technical Advisors include:

1. Evaluating and providing recommendations to the PRDP program implementation management process;
2. Providing technical support to the Implementation unit and component members;

SECTION 3. Operation and Maintenance. For its operation and maintenance and as deemed necessary to carry out the smooth implementation and management of the program, the Provincial Administration shall:

1. Provide the PPMIU with the office space, equipment and support vehicle; and
2. Allocate fund for its office operational requirements annually.

Section 4. Effectivity. This Executive Order shall take effect immediately and will continue until termination of the PRDP or until amended or revoked.

Issued this 4th day of November, 2022 at the City of Mati, Davao Oriental.

Corazon N. Malanyaon
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Provincial Governor