



BARANGAY DEVELOPMENT PLANNING MANUAL

Using the Rights Based Approach
in Localizing the Millennium Development Goals



FOREWORD

In 2000, the Government of the Republic of the Philippines committed to meet the Millennium Development Goals in the country by 2015. These global goals identify specific development targets focused on poverty, hunger, education, water, health and environmental degradation.

UN-Habitat together with local partners has taken the lead in attaining the MDGs in selected Philippine cities. These cities have gone through the localization process which involved the establishment of local MDG baselines and targets. Programs and projects are being implemented and monitoring systems are in place to track progress towards achieving the targets.

In the Philippine political context, the *Barangay* is at the forefront of meeting community-level targets. This guidebook takes the localization process closer to the communities where citizens participate most meaningfully in local governance.

The development planning process at the *Barangay* level is anchored on neighborhood and community issues that impact most on the individual. MDGs should therefore respond to these issues at the basic and ultimate level.

This manual was developed based on the Butuan City experience. The process was undertaken in 63 of the 86 *Barangays* in the city. This was written by the facilitators and participants of the planning process.

We congratulate the City Government of Butuan for comprehensively and thoroughly managing and documenting this MDG and rights based participatory planning process. The rigors of the detailed step-by-step and illustrative documentation, rooted in actual experience, resulted in this manual that is comprehensive in scope and easy to understand and follow, supported with specific tools and examples.

This publication will surely encourage local government units to support the BDP process and value the potential of the *Barangays* as major partners in meeting the MDGs. The process illustrated here can be replicated in full as the community's unique context warrants. It shares a way of translating national and local development goals and targets into more grounded goals and targets using a participatory process that ensures a more responsive, effective and accountable *Barangay* that is able to address people's real needs.

UN-Habitat
Philippines



Republic of the Philippines
OFFICE OF THE CITY MAYOR
Butuan City

MESSAGE

The Barangay Development Planning Guidebook is a rich and comprehensive presentation of information pertaining to barangay planning which adopts the use of the concepts of the Millennium Development Goals, Rights-Based Approach and Gender in the development process.

It is the product of putting together experiences of several resource cities, Butuan City included, who participated in the Local Inter-Governmental Action for Integrated and Innovative Solutions towards Attaining the Millennium Development Goals (Local GAINS for the MDGs). The Guidebook is a good reference for workshop facilitators to ensure that MDG, RBA and Gender are mainstreamed in the planning process.



This is Butuan City's way of accepting the challenge in "localizing" the MDGs and further unifying efforts to minimize, if not eliminate the misery that plague some of our people. Our MDG Team has taken the extra mile in coming up with this guidebook, with the convergence and assistance of partner offices and line

agencies. We also acknowledge the United Nations Development Programme (UNDP) and United Nations Human Settlements Programme (UN-HABITAT) for making Butuan the MDG Resource City for Mindanao.

With this BDP Guidebook in place, we shall continue to support the localization initiatives among our people, using it for other barangays who have yet to develop their plans. We further hope that this will be an invaluable tool for other cities in their quest for better and more people-responsive Local Government Units.

A handwritten signature in black ink, appearing to read 'Democrito D. Plaza II', with a long horizontal stroke extending to the right.

DEMOCRITO D. PLAZA II
City Mayor

ACKNOWLEDGEMENTS

This publication was made possible through the untiring and collective efforts of the following individuals who have selflessly shared their ideas and valuable time in coming up with this guidebook.

The United Nations Human Settlements Programme led by Jaime B. Antonio for extending utmost support to the guidebook and Christopher Rollo for providing the necessary guidance and giving practical inputs to help enhance the content and design of the guidebook;

Engr. Antenedo Milloren, Engr. Pet Babia, Lounella Villanueva, Vicente Lagnada, Jr., Carmelita Sulla, Illino Villanueva, Merlinda Morin, and Areza Rasuman all from the Office of the City Planning and Development Coordinator and Atty. Marilyn Pintor of the Commission on Human Rights for giving their best in doing the write-up of the guidebook;

Brian Elmido of the City Social Welfare and Development Office and Mervin Concepcion Vergara for the guidebook design and lay-out;

Gloria Buranday and the rest of the OCPDC staff for providing administrative support.

Finally, special thanks go to Mayor Democrito “Boy” Plaza II, Atty. Webb Racaza and the rest of the local chief executives for their invaluable support to the Localization of the MDGs. They are indeed the source of inspiration behind the making of this guidebook.

HOW TO USE THIS MANUAL

This manual follows the Barangay Development Planning (BDP) Framework outlined in the beginning pages. It covers the whole process covering a Pre-formulation Phase that uses the Minimum Basic Needs (MBN) tools for data gathering and assessment, an extensive discussion the Formulation Phase and flowing into Implementation and Monitoring and Evaluation.

This manual is process-based. The main body starts with an overall illustration of the framework in flowchart format. Each major process in the flowchart is numbered chronologically. The narrative text in the manual follows the numbering of the flowchart boxes. The reader can simply follow the text numbering system for the process.

Although Butuan City used the MBN tools for the Pre-formulation Phase, some LGUs would be using other tools and systems aside from the MBN like the Community-Based Monitoring System (CBMS) or the Core Local Poverty Information and Monitoring System (CLPIMS). Whatever data management and monitoring tools are used, the data can be used for the Situational Analysis phase.

Each process is described and illustrated using specific and actual tools, techniques and designs. There are templates for

- Design of Technical Working Group (TWG) meetings and barangay assemblies
- Standard contents of memos and correspondences
- Worksheets for consolidation and analysis of data and discussion inputs/results
- Design of computer screens for computer-based data management systems

Discussions of basic concepts like strategic planning and the rights based approach (RBA) are also included to remind the user of the theoretical basis for the process. Actual stories from the field and lessons learned ground the reader on what may happen and what to look out for during the actual activity.

The manual illustrates the application of a general framework as applied by a specific city, Butuan City. While the manual is a basic guide, the LGU can add, subtract or modify the process to suit their local application requirements.

PREFACE

Among the levels of government in the country, the barangay serves as the contact point of the people with the government. Everybody dwells in the barangay and much of the issues on community development are drawn from these barangays.

Principally, the contents of the BDP Toolkit are based on experiences in the preparation of the Barangay Development Plan. The city under the leadership of the Hon. City Mayor Democrito D. Plaza II through the Office of the City Planning and Development Coordinator had been assisting the barangays in the preparation of their respective development plans. Lately, with the directive of integrating the Millennium Development Goals (MDGs), the same office exerted efforts in integrating the MDGs along with one of its strategy, the Rights-Based Approach to Development (RBA). At the onset, this seems a tall order but during the actual planning among the target barangays, the task of localizing the MDG-RBA turned out as a stress-free exercise. The key was thorough preparation with much anticipation on queries that may arise during the planning session.

Contents of the BDP Toolkit covers 1) the Pre-Formulation Phase, 2) Identification and/or Generation of Solutions, 3) Integration of the Rights-Based Approach to Development (RBA), and 4) Investment Programming. These are all highlighted with diagrams, illustrations, and timelines for better comprehension.

The BDP Toolkit is meant for use among the technical staff of the Office of the City Planning and Development Coordinator, the facilitating office in development planning. However, the style applied in the preparation of the toolkit is simplified and user-friendly, comparable to any “do-it-yourself” guidebook, and is believed appropriate for barangay residents themselves to use in formulating the Barangay Development Plan with the MDG-RBA as the template in development.

cover

**inside front cover
(no printing, guide only)**

Barangay Development Planning Manual

Using the Rights Based Approach
in Localizing the Millennium Development Goals

2007



The publication of this manual is part of the *Intergovernmental Actions for Integrated and Innovative Solutions Towards Attaining the Millennium Development Goals* or “*Local GAINS for the MDGs*” project and the *Localizing the MDGs in Key Cities in the Philippines* project with the assistance of the United Nations Development Programme, New Zealand Aid through the Democratic Governance Thematic Thrust Fund and the Japan Partnership Fund.

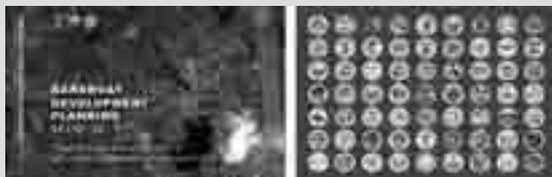
Copyright © 2007 UN-Habitat (United Nations Human Settlements Programme-Philippines) and Butuan City Government, Butuan City, Philippines.

Barangay Development Planning Manual: Using the Rights Based Approach in Localizing the Millennium Development Goals

ISBN 978-971-93802-0-7

The opinions expressed in this document are those of the authors and not necessarily those of the United Nations.

Printed in the Philippines by Celwin Printing



About the Cover

The city's strides for development begin and end at the barangays. The barangays are the very reason for the city's existence. The front cover is an illustration of this notion. The seals of barangays in the back cover demonstrate the sixty-three (63) out of the eighty-six (86) barangays that have at different levels already undertaken barangay development planning.

Table of Contents

Foreword	i
Message of the City Mayor	iii
Acknowledgements	v
How to use this manual	vi
Preface	vii
Introduction	1
The Barangay	5
Barangay Development Planning Process	6
The Barangay Development Planning Framework	8
Pre-Formulation Phase	
1.0 Institutionalization	11
1.1 Issuance of an Executive Order	11
1.2 Creation of Technical Working Group	14
1.3 Mobilization of Resources	16
2.0 Orientation of the Barangay Stakeholders	19
2.1 Barangay Spot Mapping	20
2.2 MBN – Minimum Basic Needs	23
2.3 IRAP – Integrated Rural Accessibility Planning	23
2.4 MDGs – Millennium Development Goals	23
2.5 PRA – Participatory Resource Assessment	24
2.6 RBA – Rights Based Approach to Development	25
3.0 Data Gathering	31
3.1 Barangay Spot Mapping	31
3.2 MBN Training	32
3.3 FGD on IRAP	41
3.4 PRA Appraising	59

Formulation Phase	
4.0 Formulating/Revisiting Barangay Vision and Mission	75
4.1 Overview/Review of Definition of VM	75
4.2 Formulation/Presentation of VM Statements of the Barangay	78
4.3 Discussion/Review of Existing VM Statements	80
4.4 Finalization of VM	80
5.0 Situational Analysis	83
5.1 Re-orientation/Review on Workshop Tools	84
5.2 Refinement of PRA Results	85
5.3 SWOT Analysis	91
5.4 Consolidation/Merging of Issues by MDGs	93
5.5 Rating of Issues	97
5.6 Ranking of MDGized Issues	100
5.7 Finalizing the Top Ten Problems/Issues	103
6.0 Integration of RBA to Ranked Issues and Problems	105
6.1 Overview of the Rights Based Approach (RBA)	105
6.2 Identifying the Rights Involved and Human Rights Standards	109
7.0 Objective-Setting/Generation of Solutions to Ranked Issues/Problems	113
7.1 Setting the Objectives	113
7.2 Identifying Solutions to Ranked Issues / Problems	114
7.3 Analyzing the Claimholders	116
7.4 Analyzing the Duty Holders	119
8.0 Investment Programming	127
8.1 Orientation of the TWG on the BDIP Process	128
8.2 Matching Priority Programs, Projects and Activities (PPAs) to Resources	129
8.3 Review of the Completed and Filled-up BDIP Forms by the TWG	138

9.0 Validation and Finalization of the BDP	139
9.1 Validation of the Workshop Outputs	140
9.2 Finalization of the BDP Document	145
9.3 Stories from the Field	149
9.4 Lessons Learned	150
10.0 Legitimization	151
10.1 Approval and Endorsement of the BDP by the BDC	151
10.2 Approval and Endorsement of the BDP by the BC/SB	153
10.3 Approval and Endorsement of the BDP by the CDC	154
10.4 Approval of the BDP by the SP	159
11.0 Implementation of Programs, Projects and Activities	161
11.1 Barangay Requisition for Assistance	161
11.2 Validation by the OCPDC	163
11.3 Program of Works Formulation	164
11.4 Assessment and Approval of POWs	165
11.5 Procurement for the PPAs	166
11.6 Awarding of PPAs	167
11.7 Implementation and Completion of the PPAs in the Barangay	168
12.0 Monitoring and Evaluation	171
12.1 Monitoring	171
12.2 Evaluation	173
Glossary	177
References	182
Manual Development Team	183

ACRONYMS

AIP	- Annual Investment Plan	MDD	- Millennium Development Declaration
BAC	- Bids and Awards Committee	MDG	- Millennium Development Goal
BDC	- Barangay Development Council	NEDA	- National Economic and Development Authority
BDP	- Barangay Development Plan	NGOs	- Non-Government Organizations
BDIP	- Barangay Development Investment Program	NTP	- Notice to Proceed
BOBDP	- Bayanihan Oriented Barangay Development Plan	OCPDC	- Office of the City Planning and Development Coordinator
CDC	- City Development Council	PB	- Punong Barangay
CEO	- City Engineering Office	PMC	- Project Monitoring Committee
CMO	- City Mayor's Office	POs	- Peoples Organizations
CMO-PAIAD	- City Mayor's Office-Public Affairs and Information Assistance Division	POW	- Program of Work
DAR	- Department of Agrarian Reform	PPAs	- Programs, Projects and Activities
FGD	- Focus Group Discussion	PRA	- Participatory Resource Assessment
GPS	- Global Positioning System	RBA	- Rights Based Approach
HR	- Human Rights	RPMES	- Regional Project Monitoring and Evaluation System
IEC	- Information Education Campaign	SA	- Situational Analysis
IRAP	- Integrated Rural Accessibility Planning	SB	- Sangguniang Bayan
KALAHI	- Kapit Bisig Laban sa Kahirapan	SP	- Sangguniang Panlungsod
LCE	- Local Chief Executive	SRA	- Social Reform Agenda
LDC	- Local Development Council	SWOT	- Strength, Weaknesses, Opportunities and Threats
LDP	- Local Development Plan	TOP	- Technology of Participation
LGC	- Local Government Code	TWG	- Technical Working Group
LGU	- Local Government Unit	VM	- Vision and Mission
MBN	- Minimum Basic Needs		

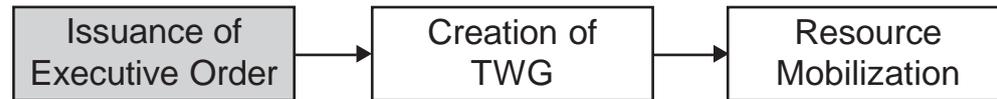
1.0 Institutionalization

Institutionalization in the context of local government planning is the process of establishing legal mandates in undertaking a program.

Institutionalization for the Barangay Development Planning (BDP) means that the Executive Order has been issued by the Mayor defining the legal mandate of the barangay to undertake the BDP Program in coordination with the Office of the City Planning & Development Coordinator (OCPDC) and other cooperating offices of the Local Government Unit (LGU). It is also during this phase that budgetary resources are identified in the Annual Budget approved by the Sangguniang Panlungsod through an Ordinance.

This process is important in the sense that commitments of stakeholders and operationalization of resources such as manpower and logistics are put in place, thereby ensuring effectiveness in the implementation of the program.

The outputs of this process are the Executive Order of the Mayor, the Budgetary Allocation and the corresponding documents that would mobilize the resources.



1.1 Issuance of an Executive Order

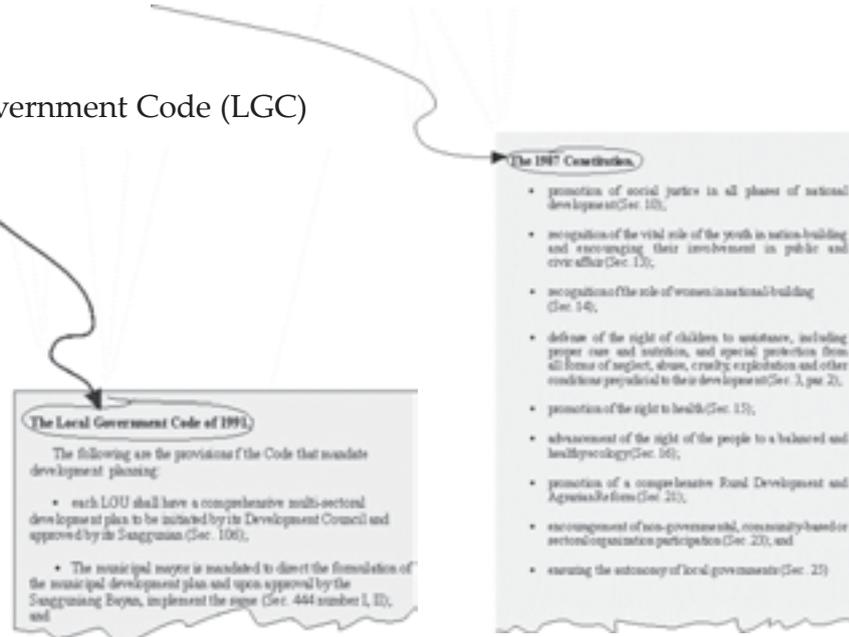
The Mayor issues an order mandating all the barangays to prepare their respective Barangay Development Plans.

1.1.1 The Steps

1.1.1.1 Review of existing national policies/laws

National policies/laws on development planning are reviewed by the Office of the City Planning and Development Coordinator and other concerned offices to generate ideas in order to adopt these policies and laws at the barangay level such as:

- The 1987 Phil. Constitution
- The Local Government Code (LGC) of 1991



- The Implementing Rules and Regulations of the LGC of 1991, and

Implementing Rules and Regulations of the LGC of 1991

The IRR provides the following responsibilities of LGUs:

- Formulation of a comprehensive multi-sectoral development plan;
- Formulation of long term, medium term and annual socio-economic development plan and policies;
- Formulation of 5 to 10 year and Annual Public Investment Program;
- Evaluation and prioritization of socio-economic development programs and projects;
- Coordination, monitoring and evaluation of the implementation of development programs and projects;
- Integration of lower level development plans into next higher LGU level;
- Foster participation by non-governmental organizations (NGOs), People's Organizations (POs) and the general public in local development planning;
- Preparation of barangay development plans based on local requirements; and
- Mobilization of people's participation in local development efforts.

- The DILG Circular 93-14 dated June 4, 1993

DILG Circular 93-14 dated June 4, 1993.

This Circular endorses the manual on Capital Investment Programming (CIP) for use by the LGUs. The manual was formulated by the Joint Committee composed of representatives from NEDA, DILG and DOF.

1.1.1.2 Adoption of policies/laws

Policies/laws of local significance are adopted through the issuance of an Executive Order by the Mayor

Republic of the Philippines
OFFICE OF THE MAYOR
 Butuan City
EXECUTIVE ORDER NO. 47-2002

AN ORDER MANDATING ALL THE BARANGAYS OF BUTUAN CITY TO PREPARE THEIR RESPECTIVE BARANGAY DEVELOPMENT PLANS, AND TO SUBMIT THE SAME TO THE CITY GOVERNMENT BEGINNING JULY 1, 2002

WHEREAS, poverty reduction in Butuan City is abating with a rate of 10% as of 2000 SRA-LGUP results;

WHEREAS, the City Government including the barangays play the primary role in implementation, and leadership in the fight against poverty;

WHEREAS, Republic Act No. 9455 mandates local government units through the Local Development Councils (LDCs) to formulate, implement, monitor and evaluate poverty reduction program consistent with the thrust of the national government;

WHEREAS, poverty reduction is a priority program thrust of the City as stipulated in the Executive Agenda;

WHEREAS, reduction of poverty will be appropriately addressed through the formulation of a development plan;

NOW THEREFORE, I, THE MAYOR, BY VIRTUE OF THE POWERS VESTED IN ME AS LEADER...

THE
 REPUBLIC OF THE PHILIPPINES
 City of Butuan

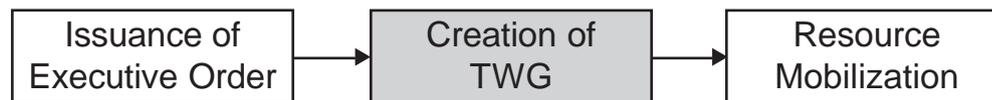
Section 1: Other and local barangays of the Butuan are hereby enjoined to prepare and formulate their respective development plans.

Section 2: Issuance of Rules. For purposes of implementing this Executive Order.

Section 3: Effectivity. This Executive Order shall take effect immediately.

DONE IN THE City of Butuan, this 19th day of March 2002.

LEODES B. PLAZA



1.2 Creation of the Technical Working Group (TWG) of the Barangay

In one of the meetings of the Liga ng mga Punong Barangay, the barangay captains are given an orientation on the significance of planning for the development of their barangays. The forming of a Technical Working Group (TWG) to assist the Barangay Development Council (BDC) is one area to be considered.

1.2.1 TWG Membership Composition

The TWG comprises twelve (12) members with the Punong Barangay as head, the Secretary and the Treasurer as mandatory members, while the rest shall come from the members of the Barangay Council, Non-Government Organizations (NGOs)/ Peoples Organization (POs) and representatives of the legitimate sectors in the area. The members shall have the capacity to deliver the tasks assigned and to participate actively in any development undertakings of the barangay.

1.2.2 Drafting of a Resolution

The Sangguniang Barangay (SB) drafts a resolution creating the TWG to take the lead in the preparation of the barangay development, identifying its members and defining their tasks.

Barangay Ambago
Butuan City

EXCERPTS FROM THE MINUTES OF THE 16TH REGULAR SESSION OF THE SANGGUNIANG BARANGAY OF AMBAGO, BUTUAN CITY HELD ON AUGUST 16TH, 2004 AT THE BARANGAY SESSION HALL.

Present: **Panang Barangay Jaime J. Liquido** - Presiding Officer
Kagawad Francisco P. Ojilide
Kagawad Leonidas S. Kaper
Kagawad Edgardo T. Gabor
Kagawad Vicente A. Ybañez
Kagawad Felimon M. Camacho, Jr.
Kagawad Ernesto A. Esclamado
Kagawad Monica C. Bustillo
Kagawad Dorelynn M. Gonzalez - Youth Sector (On Official Business)

Absent: None

SB RESOLUTION NO. 174, s 2004

.....
A RESOLUTION APPROVING THE ORGANIZATION OF THE BARANGAY TECHNICAL WORKING GROUP (TWG) OF BARANGAY AMBAGO, BUTUAN CITY

WHEREAS, City Executive Order 47 series of 2002 mandates all Barangays of the City of Butuan to prepare their respective Barangay Development Plans;

WHEREAS, this mandate accedes that the Barangay shall create a Technical Working Group (TWG) who will take the lead in the preparation of the barangay plan;

WHEREAS, the organization of the Technical Working Group (TWG) shall comprise twelve (12) members, headed by the Panang Barangay, Barangay Secretary, Barangay Treasurer as mandatory members, while the rest will be taken from the Barangay Council, NGO/POs operating in the barangay, who has the capacity to actively participate in all activities that will be undertaken;

WHEREAS, the composition of the Barangay Ambago Technical Working Group will be the following:

	Name	Organization	Position
1.	Hon. Jaime J. Liquido	Barangay Council	Panang Barangay
2.	Mrs. Eva F. Galido	LOU-Barangay	Secretary
3.	Mrs. Erlinda J. Laranga	LOU-Barangay	Treasurer
4.	Hon. Vicente A. Ybañez	Barangay Council	Barangay Kagawad
5.	Hon. Francisco P. Ojilide	Barangay Council	Barangay Kagawad
6.	Hon. Monica C. Bustillo	Barangay Council	Barangay Kagawad
7.	Hon. Dorelynn M. Gonzalez	Barangay Council	S.K. Chairperson
8.	Mr. Arturo B. Nov, Jr.	NGO-Professional Group	Member
9.	Mrs. Nela C. Calambay	NGO-Women Sector	Member
10.	Mrs. Nela C. Ralio	NGO-Cooperative	Member
11.	Mr. Corrado Y. Manio	Senior Citizen	Member
12.	Mr. Latoro P. Rugar	Senior Citizen	Member

Whereas, The Barangay Technical Working Group shall be tasked to do the following:

1. Accomplish Barangay PRA Form#1 to 6 and 10 in the barangay;
2. Shall assist and guide in the Barangay Mapping using GPS;
3. Shall attend the two day BDP seminar/workshop to be conducted in Butuan;



4. Shall be tasked to report the Barangay Ambago Development Plan Seminar Output to the EDC and the SB for critiquing and subsequent approval;
5. Shall assist the EDC in the presentation of the BDP to the Barangay Assembly.

NOW THEREFORE, in session of Kagawad Ojilide and duly recorded by all Kagawad, he it,

RESOLVE, AS IT HEREBY RESOLVED, to approve favorably the organization of the Barangay Technical Working Group;

RESOLVED FINALLY, furnish copies of this resolution to the Office of the City Planning & Development Coordinator, to the Barangay Secretariat, to the Sangguniang Pambago, to the DIO Office for their information and guidance.

ADOPTED: AUGUST 16TH, 2004

ATTESTED AND CERTIFIED TO BE DULY ADOPTED:


HON. JAIME J. LIQUIDO
 Presiding Officer

I hereby certify to the correctness of the foregoing resolution which was duly adopted by the Sangguniang Barangay during its regular session held on August 16th, 2004.

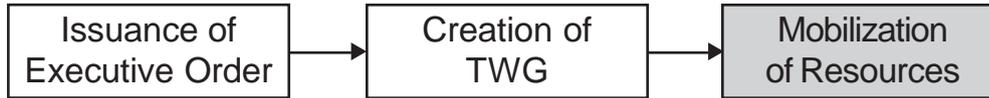
EVA F. GALIDO
 Sanggunian Secretary

APPROVED:


HON. JAIME J. LIQUIDO
 Panang Barangay

CONCURRED:

 FRANCISCO P. OJILIDE Kagawad	 LEONIDAS S. KAPER Kagawad	
 EDGARDO T. GABOR Kagawad	 FELIMON M. CAMACHO, JR. Kagawad	 ERNESTO A. ESCLAMADO Kagawad
 VICENTE A. YBAÑEZ Kagawad	 MONICA C. BUSTILLO Kagawad	 DORELYNN M. GONZALES S.K. Chairperson

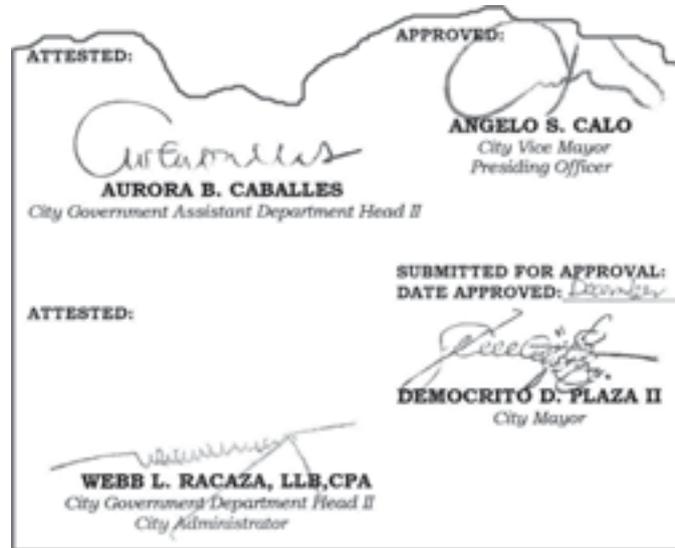
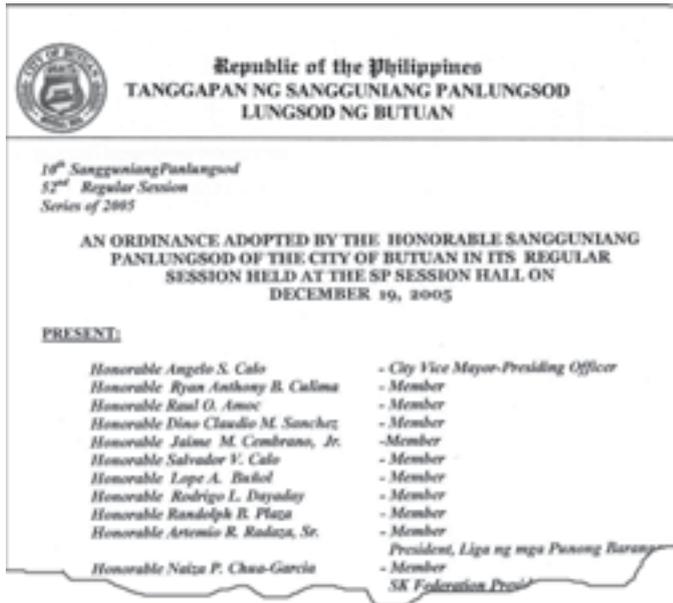


1.3 Mobilization of Resources

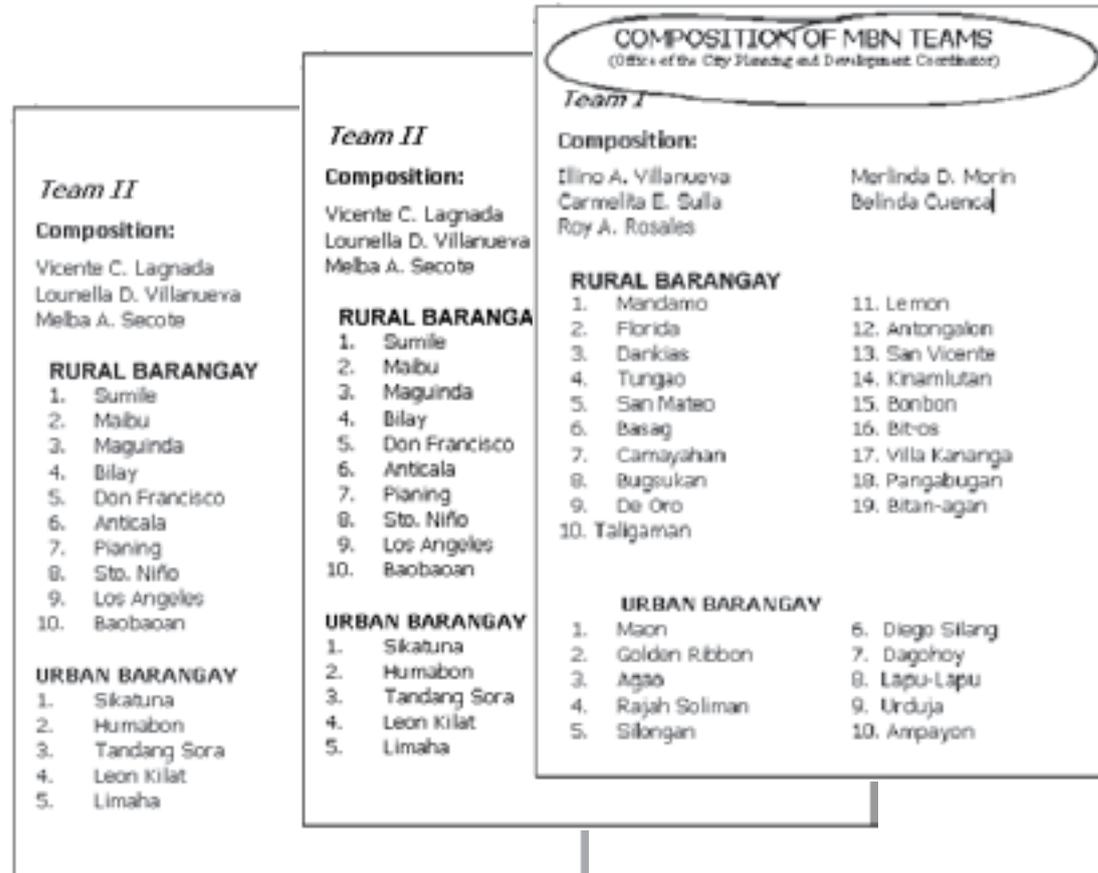
Budgetary Requirements as well as the manpower are identified to operationalize the program.

1.3.1 Inclusion of the BDP Program in the Annual Budget of the LGU

Lump Sum Appropriations:	
1. Augmentation For-Planning Services	77,400.00
2. Planning Project Monitoring	614,000.00
3. Land Use Planning/Consultancy	395,800.00
4. SRA-MBN	596,100.00
5. I R A P	93,200.00
6. CDC Operational Support Services	484,800.00
7. City Housing & Land Use Regulatory Board	



1.3.2 Identification of OCPDC anchor teams that would assist the barangays in formulating their respective Barangay Development Plans.



INTRODUCTION

This Barangay Development Planning (BDP) Guidebook aims to inspire and guide facilitators in conducting the BDP process with the barangay local authorities and the community. It is a step-by-step guide for workshop facilitators in the conduct of the planning process mainstreaming the Millennium Development Goals (MDGs) and the Rights Based Approach (RBA) to Development and Gender. Ultimately, it will serve as a tool for barangays to empower themselves such that they can formulate the BDP even without the guidance of external facilitators. The guidebook is part of the various sharing of experiences of the different resource cities including Butuan City. This is designed for other cities and municipalities that are actively involved in the realization of the MDG through participatory planning at the local level.

The BDP Guidebook is a tool for implementing activities at the grassroots level to achieve the MDGs. The government unit that will help realize this is the barangay because it frontlines governance at the level nearest to the people. It is where direct community participation can be exercised.

The MDG Localization learning product for the barangay is the BDP Guidebook which is the fitting next step to the localization process.

2 Introduction

The contents of this Guidebook are based on the actual experience of the Local Government of Butuan through the technical staff of the Office of the City Planning and Development Coordinator that conducted the Barangay Development Plan Formulation Seminar Workshop. The discussion points in this guidebook are divided into four (4) phases:

1. Pre-Formulation Phase

The formulation of local development plans, including the BDP, is mandated by law. The BDP is put into action by virtue of an Executive Order issued at the city level that was drawn from the provisions of the Local Government Code. Aside from the institutionalization of the BDP program, included in the pre-formulation phase are the Orientation of the Stakeholders of the community and the Generation of Data as support to planning. The Social Reform Agenda-Minimum Basic Needs (SRA-MBN), Integrated Rural Accessibility Planning (IRAP), Participatory Resource Assessment (PRA), Millennium Development Goals (MDGs) and the Rights Based Approach (RBA) to Development are introduced as the concepts/tools that can be applied or used.

2. Formulation Phase

After the legalities and basic advocacy are done and necessary information/data are gathered, the planning proper can begin. It starts with the Formulating/Revisiting of the Vision and Mission statements that define what the barangay wants to become and the challenges for future development. A thorough and correct understanding of the situation is

important as basis in the assessment of the environment, the internal and external conditions of the community as well as its capabilities. Concepts in the MDG and RBA are mainstreamed, objectives are set and Programs/Projects/Programs are worked out to address the identified problems and issues. The Programs/Projects/Activities are matched with the financial resources of the barangay either from its own coffer or from outside sources during the Investment Programming. The result of this activity is the Barangay Development Investment Program (BDIP) and Annual Investment Plan. Finalization of the plan is done only after getting the comments from the barangay when it is presented to the barangay through consultation. Once finalized, the plan goes to the legitimization process of the Barangay Development Council (BDC), Sangguniang Barangays (SBs), City Development Council and Sangguniang Panlungsod.

3. Implementation

Implementation puts to test the city's capability in terms of managing its human and financial resources, equipment and facilities and making effective resource mobilization and networking in implementing the plan. The BDP implementation is translated in the programs and projects found in the BDIP. These are in the form of capital (infrastructure) or non-capital (non-infrastructure) investments.

To support plan implementation, a thorough analysis of the barangay's current and future income from all sources should be undertaken. It should include how locally based incomes may be increased in order to realize the plan's goals.

4. Monitoring and Evaluation

Plan monitoring is necessary to determine if the intended beneficiaries are actually reached by the program or project.

Plan evaluation looks at the direct and indirect results or impacts of the program and its intended and unintended effects. In evaluating the plan, it is important to determine whether results and targets are met and are directed towards improving, sustaining or replicating PPAs for future implementation. It should also be determined whether the PPAs have to be expanded, redesigned or laid aside.

Results or reports from the monitoring and evaluation process will be properly documented and in most cases, submitted to the City Mayor for information. Apart from informational purposes, it can also serve as materials in re-entry planning and even as reference for good practices.

The guidebook is based on actual and tested processes. It is presented in such a way that words used can be understood if possible by a high school graduate. Actual filled-up forms, worksheets and reports are used to better illustrate the processes involved. Stories from the field and lessons learned were also included.

The Barangay

The role of the barangay in the conduct of government functions is very important. Rulings, orders and decrees coming from the national level are transmitted to the provincial, city and municipal levels. It eventually reaches the barangay which is the building block of the country as stated in the Local Government Code. The LGC birth to the continued existence and operation of the local government units including the barangays.

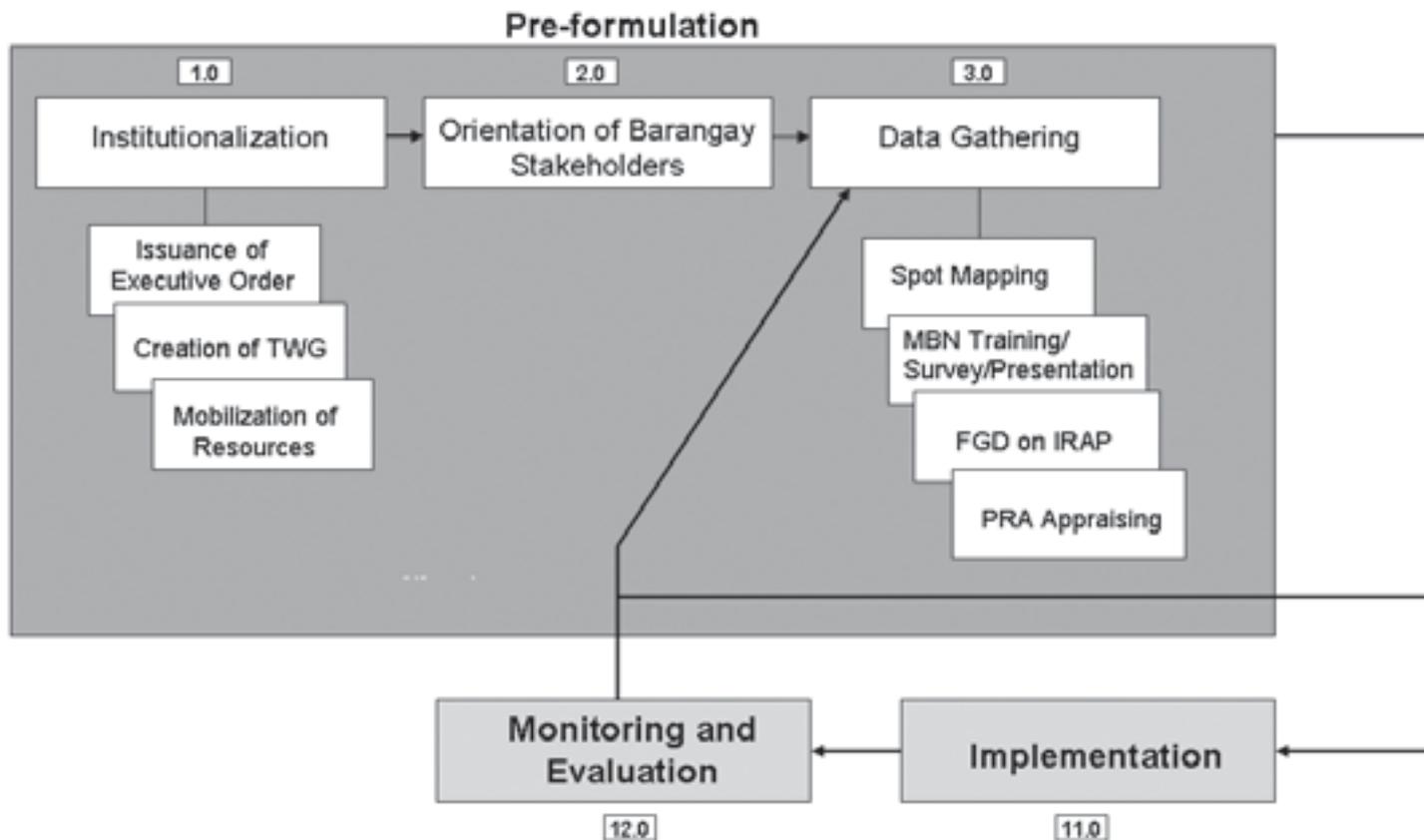
The barangay is considered the smallest unit of government. Development thrusts of the government are at the same time acted upon at this level including agenda for reforms. Integrating the Millennium Development Goals, Gender Development and Rights Based Approach in the development programs of the barangay is one of the agenda for reforms. Implementing these at the grassroots level will help achieve the MDGs and respect of human rights.

It is important to integrate RBA in development planning. Human rights allow governments to address issues of power, equity and discrimination in their development plans, policies, strategies, programs and projects. As a whole, the rights based approach to development sets human rights as both the ends and the means of development.

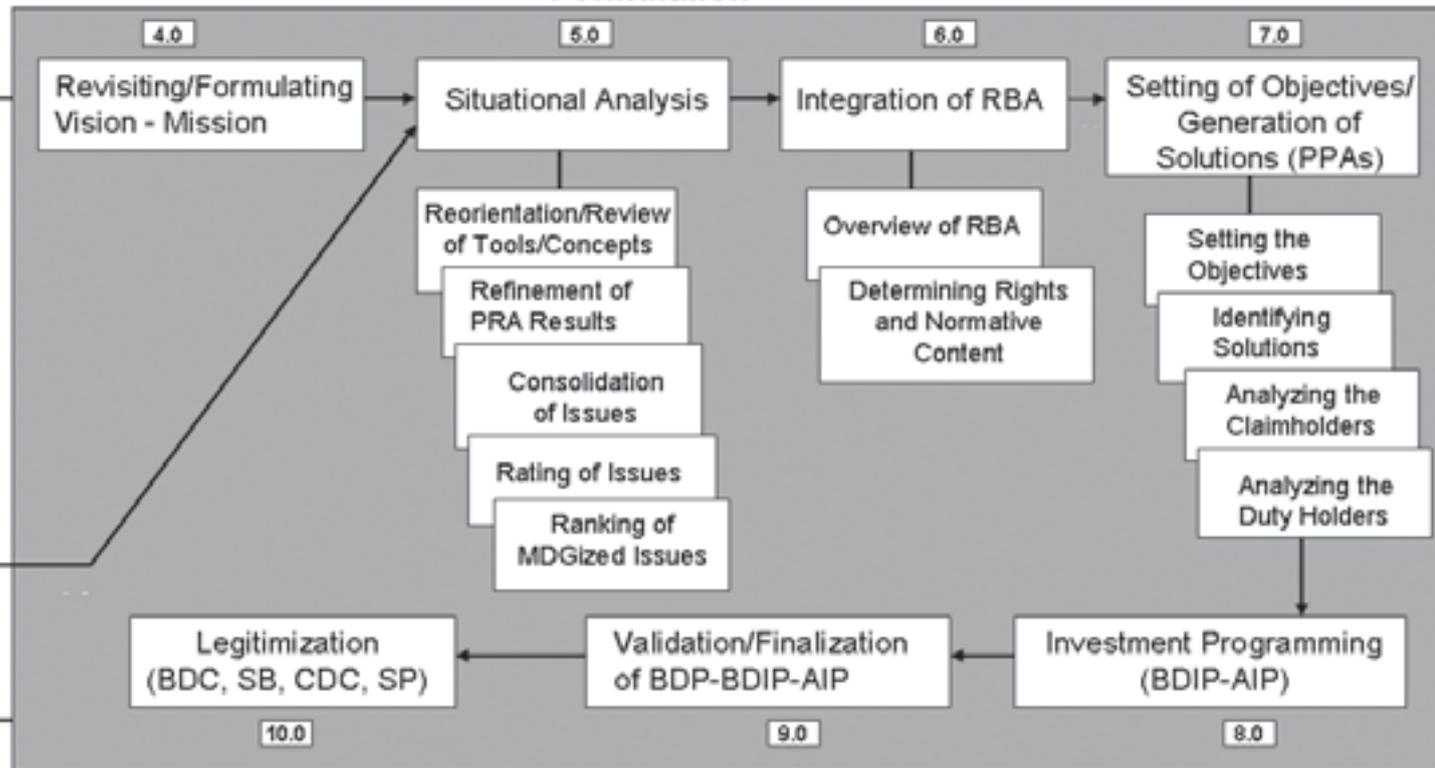
Barangay officials can serve as effective instruments in localizing the MDGs because they are the front liners of the government in the barangay level. It is where direct community participation can be exercised in order to mobilize the people and promote the importance of the MDGs.

Right from the start, the preparedness of the barangay officials to champion the localization of the MDGs needs to be assessed. The task to carry on this noble project involves knowledge, skills, attitude and funding support. Without these considerations in sowing the MDGs, the men and women who lead this endeavor might end up with hopes unfulfilled.

Barangay Development Planning Process



Formulation



The Barangay Development Planning Framework

A Barangay Development Planning (BDP) framework is an overview of the key concerns and challenges for community development, their causal interrelationships, the vision, mission, goals, objectives, strategies and challenges to address these concerns. The framework covers the four phases of the planning process:



Pre-Formulation

This involves the laying out of legal mandates or the Institutionalization of the BDP program, the Orientation of Stakeholders of the barangay and the Generation of Data as bases for planning. The concepts/ tools are introduced and/or applied like the Social Reform Agenda - Minimum Based Needs (SRA-MBN), Participatory Resource Assessment (PRA), Integrated Rural Accessibility Planning (IRAP), Millennium Development Goals (MDG) and the Rights Based Approach (RBA) to Development.

Formulation

Once legalities and basic advocacy are done and information are gathered, the planning proper can then proceed. It may start with Formulating/Revisiting the Vision and Mission statements which define what the barangay desires to become at a certain period of time and the role of the respective stakeholders in attaining such desire. Assessment of the situation is conducted providing opportunity for evaluating the past, present and future situations and capabilities of the barangay. The MDG and RBA concepts are

mainstreamed. Objectives are set and Programs-Projects-Activities (PPAs) are generated to address issues and concerns. The PPAs are matched with the barangay's resources during the Investment Programming in order to come up with the Barangay Development Investment Program (BDIP) and Annual Investment Plan (AIP). Finalization of the plan is done after generating comments from the barangay when it is presented to them. Once finalized, the plan goes through the legitimization process with the Barangay Development Council, Sangguniang Barangays, City Development Council and Sangguniang Panlungsod.

Implementation

Implementation of the BDP makes reference with BDIP. Projects may be in the form of capital (infrastructure) or non-capital (non-infrastructures). For PPAs funded by the barangay's own resources or needing funds from outside sources other than the city government, implementation follows the respective unit's established procedure. PPAs that require assistance from the city government follow the usual implementation scheme of the city.

Monitoring and Evaluation

Monitoring and Evaluation determine whether results and targets are met or not and are oriented towards improving, sustaining or replicating PPAs for future implementation. PPAs that need detailed information may undergo the Data Gathering process again. Otherwise, the PPAs are subjected to the Situational Analysis where the evaluation process is done. In both scenarios, the planning loop is completed and may proceed to the next steps all over again.

2.0 Orientation of the Barangay Stakeholders

As part of the agenda in one of the monthly meetings of the Liga ng mga Punong Barangay, the different concepts and approaches to Barangay Development Planning are presented by the technical staff of the Office of the City Planning and Development Coordinator.

This process is important because it provides the Punong Barangay with information on the different approaches/concepts to development of its respective barangays.

It is expected that after the orientation activity, the Punong Barangays shall have already gained the basic knowledge on the different tools applied in planning the development of the barangay.

Content of the Presentation

- Purpose of the MBN Approach, IRAP tool, MDG & RBA in the planning process is to:
 - i. To encourage community participation by engaging the individual/ family/ community to participate actively in local decision making;
 - ii. To facilitate management by using the MBN, IRAP, MDG and RBA information as one of the tools in development planning;
 - iii. To provide government a gauge for determining and responding to priority local requirements
 - iv. To maximize the use of local resources
- Presentation of one sample barangay result and how it is applied in the development planning process
- Open Forum
- Discussion on the proposed on site Barangay Spot Mapping, MBN Training, presentation of MDG, RBA, and the focused group discussion on IRAP

Homogeneity in household numbering as agreed by the anchor team is one of the purposes of the spot mapping. This will be done using the control sheet. In the control sheet, columns for house number, name of the head of family(ies) (note that there are houses that have more than one family) and the coordinates (x and y) are indicated.

The house number uses the name of the purok and the nominal count depending on the agreed conduct of the survey (i.e. Purok 1 house number 1 will have the entry on the control sheet as: *P1-001*). Household survey enumerators (in as much as the participants include the household enumerators) will be reminded to observe the numbering system in their survey questionnaires by recording the “tagged” or “labeled” number in a sticker (4” x 6”) located in a noticeable or conspicuous part of the house subject for interview. The result will homogenize the numbering of structures that will be reflected in the map and the household survey questionnaires.

The spot mapping orientation includes a test run on the use of the Global Positioning System (GPS), the recording of its reading in the control sheet in relation to the tagged house number. After satisfactory trials, the team leader, usually the OCPDC staff assigned to undertake the spot mapping, mobilizes the spot mapping team and conducts the structural survey using the GPS. Each team should have the control sheet, pencil, labeling sticker, marking pens and the GPS instrument. Complete survey of the structure with coordinates signifies the end of the spot mapping. *(In cases where identified landmarks such as bridges, grown trees, church, etc., are doubtful in its location as reflected in the map, a GPS reading can be extended and the same be reflected in the control sheet. This will be useful in reflecting the landmarks in the base map.)*

The control sheet containing the house numbering system is of help among the household survey enumerators in the event that the label or stickers reflecting the house number are removed or rendered not readable.

The same spot map will be made as reference in undertaking the field survey portion of IRAPS.

2.2 MBN - Minimum Basic Needs

Minimum Basic Needs (MBNs) define the basic minimum criteria for attaining a decent quality of life. They are the basic needs of a family for survival, security and empowerment (enabling).

2.3 IRAP – Integrated Rural Accessibility Planning

The IRAP tool considers access to basic goods, services and facilities as a determinant of the rural communities' development needs. It is premised on the belief that improving access to basic goods, services, and facilities contributes to the improvement of the living conditions of the rural household.

IRAP focuses on the rural household's access to the following:

- a. Subsistence needs – potable water, fuelwood and food
- b. Economic needs – roads and transport system; markets, agricultural inputs, postharvest facilities and electricity
- c. Social needs – health services & facilities and education services & facilities

2.4 MDGs - Millennium Development Goals

The MDGs along with the Millennium Development Declaration (MDD) will be presented using both the textual and graphical materials. It is most advantageous to the anchor team if the presentation can be done using electronic equipment.

The discussion of the MDD and the MDGs highlights the eight goals along with its targets, their importance to human existence, and the reckoning year for the evaluation period. The eight goals are:

1. eradicate poverty and hunger

2. achieve universal primary education
3. promote gender equality and empower women
4. reduce child mortality
5. improve maternal health
6. combat HIV/AIDS, malaria and other diseases
7. ensure environmental sustainability
8. develop a global partnership for development

In as much as the familiar indicators used in BDP are based on the MBN, IRAPS and the PRA survey results, the MDGs will serve as a template in classifying these results—thereby incorporating the MDGs in barangay development planning. (*The easiest term that can be related to the result of the MDG- localization effort is “MDG-ized” barangay development plan.*)

The orientation on the MDGs shall proceed and be linked to the preparation of the BDP as an effort of localizing these global goals. It is sensible to assure the participants that some of the enumerated goals are already implemented by the city. This is to address the concerns or discomfort that may arise after the participants are briefed about the MDGs.

2.5 PRA - Participatory Resource Assessment

PRA is a research method composed of evaluation tools administered by the members of the community to establish the status of their community's resources. The evaluation tools consist of seven tables and one figure.

PRA #1 Historical Timeline - community profiling of its past, failures, victories and present opportunities.

PRA #2 Organizational Rating - helps in analyzing the organizations' needs, constraints and opportunities for development.

PRA #3 Seasonability Matrix: Cropping Cycle

- PRA #4 Seasonability Matrix: Household Event - both PRA #3 & #4 help in identifying the months of greatest difficulty and vulnerability or other significant variances, which have an impact on people's lives in the community.
- PRA #5 Gender Timeline - a routine diagram to help analyze information on the daily patterns of activities of men and women in the community. It may also provide information in assessing the level of transformation of Gender Relations, e.g. participation rates of men and women in the productive sector.
- PRA #6 Gender and Environmental Transect - a reflection of its past and present conditions and corresponding reasons why they happened. It helps the community to be aware of its failures, successes, and constraints.
- PRA #7 Strengths, Weaknesses, Opportunities, Threats (SWOT) - this may apply in assessing the past, present and future situations in order to identify critical or significant factors both internal and external that inhibit, limit or benefit the socio-economic development of the barangay.
- PRA Figure 1 Income Expenditure Tree - type of socio-economic profile which may be used to observe different perceptions of wealth, well being, present source of income and expenses among men and women.

2.6 Rights Based Approach (RBA) to Development

2.6.1 Orientation of the Barangay Captains during the Association of Barangay Captains (ABC) meeting

The RBA to development is a concept or idea on how development addresses the different human rights according to its universal declaration. These "rights" even in abstract form are tangible and can be demonstrated once affected. The orientation can proceed by providing an example of the rights along with its normative contents, i.e., the right of a person to work (employment) has some of these normative contents: right to just compensation, right to fight

against discrimination, and the right to a suitable working environment to name a few. Issues or problems that are reflected during the situational analysis will be matched with the rights affected and the normative contents related to these rights. The result will assure the incorporation of the RBA to development in the different goals and objectives formulated, in the strategy conceived, leading up to the listed programs, projects and activities.

The inclusion of the rights affected by the problems in the usual BDP process and the unintended effect(s) of incorporating the RBA to development in the development are all included in the development plan not only in the barangay's but in the city's plan as well.

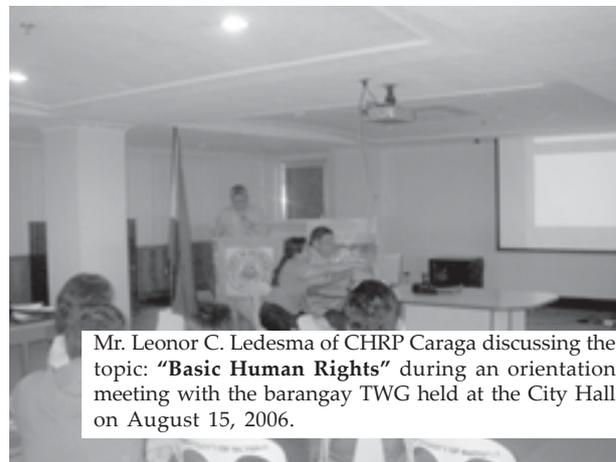
2.6.2 Orientation of the Barangay Technical Working Group (TWG)

The RBA mainstreaming process starts with the basic orientation on human rights and the rights based approach (RBA) to development.

The module on orientation will cover the following topics:

Module A: Basic Human Rights

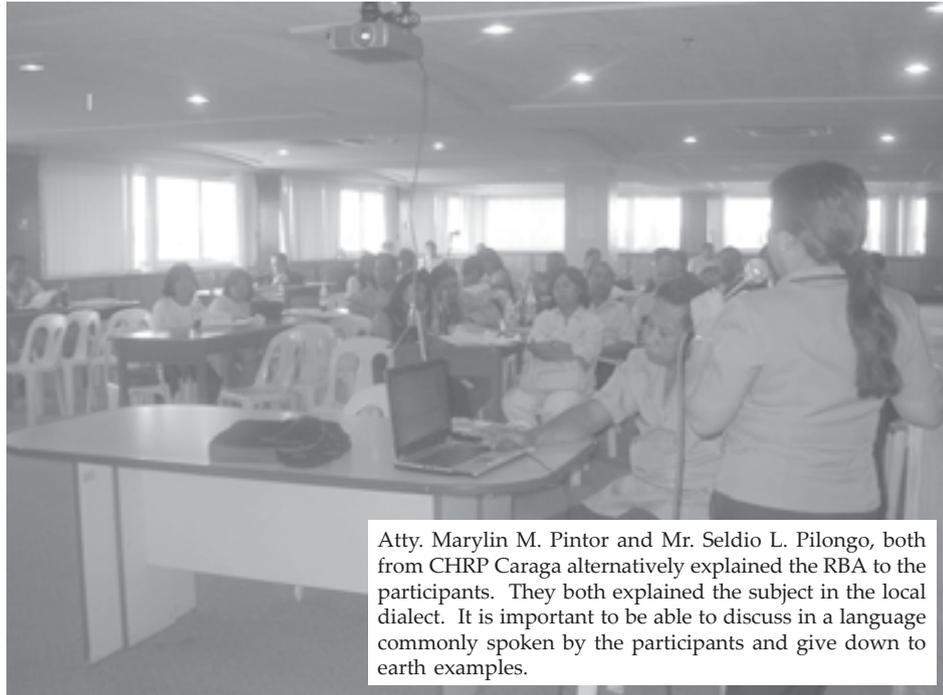
- Definition of Human Rights
- Sources of Human Rights
- Basics of Human Rights
- Classification of Human Rights
- Duties of Individuals under International Human Rights Law



Mr. Leonor C. Ledesma of CHRP Caraga discussing the topic: "**Basic Human Rights**" during an orientation meeting with the barangay TWG held at the City Hall on August 15, 2006.

- Module B: Rights Based Approach to Development
- RBA definition
 - Four core components of RBA
 - Human rights principles that guide development
 - Attention to vulnerable groups
 - Indivisibility
 - Interdependence and Inter-relatedness
 - Universality
 - Accountability
 - Good governance
 - Independence of the judiciary
 - Legislative capacity
 - People's participation
 - Transparency
 - Empowerment
 - Equality
 - Equity
 - Non-discrimination
 - State's human rights obligations in development
 - Minimum core obligations
 - Obligations of conduct
 - Obligations of result
 - Levels of obligation
 - Obligation to respect
 - Obligation to fulfill

- Normative content of selected human rights in development
 - Right to education
 - Right to adequate food
 - Right to the highest attainable standard of health
 - Right to adequate housing
 - Right to water
 - Right to reparation



Atty. Marylin M. Pintor and Mr. Seldio L. Pilongo, both from CHRP Caraga alternatively explained the RBA to the participants. They both explained the subject in the local dialect. It is important to be able to discuss in a language commonly spoken by the participants and give down to earth examples.

The teaching methodology depends on the number of participants. A manageable number of participants should not be more than forty (40). The smaller the number of participants, the more manageable the class is for effective learning. Moreover, the resource persons may employ creative methods of teaching.

The purpose of the orientation is to enhance and create a common understanding among the members of the technical working group about the basic concepts of human rights and the rights based approach of development; to enable them to better enforce their rights and prevent violations of human rights; and be able to integrate human rights norms and standards in their development efforts.

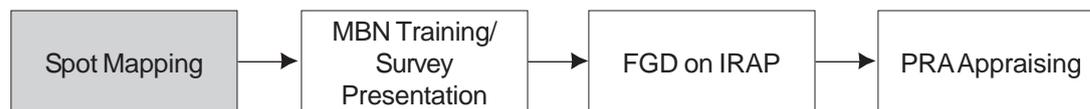
Lesson learned:

For the pilot testing, the orientation was administratively organized by the CPDO while CHRP was responsible for designing the curriculum and the actual teaching. But for the next sessions, the CPDO or other local facilitators can handle both with minimal support from CHRP.

CHRP took note of the suggestion during the assessment meeting immediately after the pilot-testing that an RBA primer in the local dialect should be prepared by the CHRP.

3.0 DATA GATHERING

The Minimum Basic Needs (MBN) data are gathered at the household level. The Integrated Rural Accessibility (IRAP) data are identified through the FGD among local leaders. The Participatory Resource Assessment (PRA) is through the TWG organized in the barangay. Other LGUs also use other tools like the Community Based Management Information System (CBMIS), depending on what is appropriate in their locality.



3.1 Barangay Spot Mapping

The conduct of spot mapping is initially explained during the orientation meeting with the enumerators and labelers or taggers. The survey is conducted after the dry run since the enumerators involved are separate from that of the household survey enumerators.

Usually two enumerators are involved in the spot mapping activity: the labeler and the GPS reader/recorder. The house number indicated by the labeling sticker will be recorded in the control sheet as well as the coordinates of the house structure. The coordinates represent the location of the structure in relation to other places and is defined by the base map. This is the geodetic coordinates and may come in X and Y (or “Northing” and “Easting”) variables.

The spot mapping will not only include the documentation of the structures and landmarks but also the requirements of the IRAPS. This includes the location of basic infrastructure of the barangay like school houses, church, market, barangay center, barangay hall, water system, road network, and farms of the barangay residents within the barangay.

All entries in the control sheet will be entered and reconciled with existing information in the base map. The final report of the spot mapping will come in two forms: the summary of entries in the control sheet and the updated base map.



3.2 Minimum Basic Needs Training

The Minimum Basic Needs Approach is a strategy in prioritizing primary requirement for survival, security and enabling needs of the family and community. It is a way of using basic needs as basis for Situational Analysis, Planning, Implementation, Monitoring and Evaluation.



3.2.1 Pre-MBN Training

- The Punong Barangays, after conferring with barangay officials and constituents, will schedule the on-site MBN training in their barangay. They will then draft a letter requesting the Office of the City Planning to conduct MBN training in the barangay.
- Preparation of Training Design

Republic of the Philippines
OFFICE OF THE CITY PLANNING & DEVELOPMENT COORDINATOR
Cebu City

TRAINING DESIGN
(On-Site MBN Training)

1.0 TITLE : MBN TRAINING for BARANGAY OFFICIALS and CONSTITUENTS

2.0 RATIONALE

The Philippine Government launched the Social Reform Agenda using the Minimum Basic Needs (MBN) approach to ensure convergence planning and the provision of services and infrastructure for the countryside. The (On-Site) MBN uses step-by-step, the current approach in the planning and implementation of development projects to priority disaster areas. The MBN approach is a strategy of participatory management to ensure that the basic needs for survival, security, basic physical health, and meeting needs of livelihood, family and community are met. It covers a range from basic needs for education, planning, implementation, monitoring and evaluation.

Community approaches include the program planning & delivery of services have positive development and growth impacts on the local and community.

The training is an attempt to develop the capability of community workers to establish and conduct their own community-based information system using the MBN. It will also request them, as well as Barangay Officials, of the proper practice in planning based on the MBN approach as their off-point to conduct their own Community Development Plan.

3.0 OBJECTIVES

At the end of the one (1) day training/workshop, the participants are expected to:

- Explain the systematic and basic steps in planning and the process of installing the Community Based Information System in their Barangay using the MBN approach.
- Acquire basic skills and skills in the proper conduct of the MBN training.
- Arrange arrangements for their to appreciate the workshop. (to take no later than 15 days after)

4.0 METHODOLOGY

- Lecture/Demonstration
- Open Forum
- Participative (actual training)

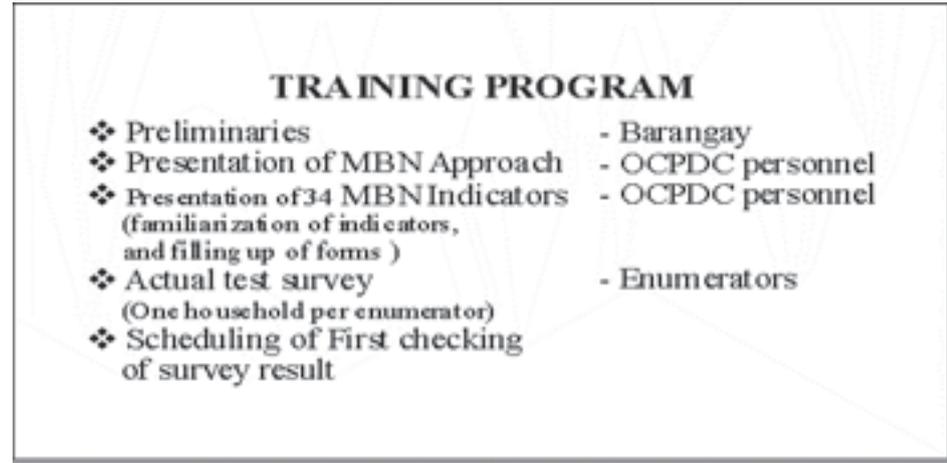
5.0 PARTICIPANTS

Minimum of fifty (50) participants per barangay to include:

- Barangay Council members, Barangay members, youth, government and barangay officials
- Office (CPO) Staff who will act as facilitator
- Region and province as well as 1 member will need to be facilitated by the City Government

3.2.2 Conduct of MBN Training

The training focuses on the MBN approach, the importance of the MBN survey result information, familiarization of the thirty four (34) indicators, the filling up of MBN form, and tips in interviewing. Actual field test survey is conducted to gauge the participants especially the enumerators' grasp of the lectures in the last part of the training.

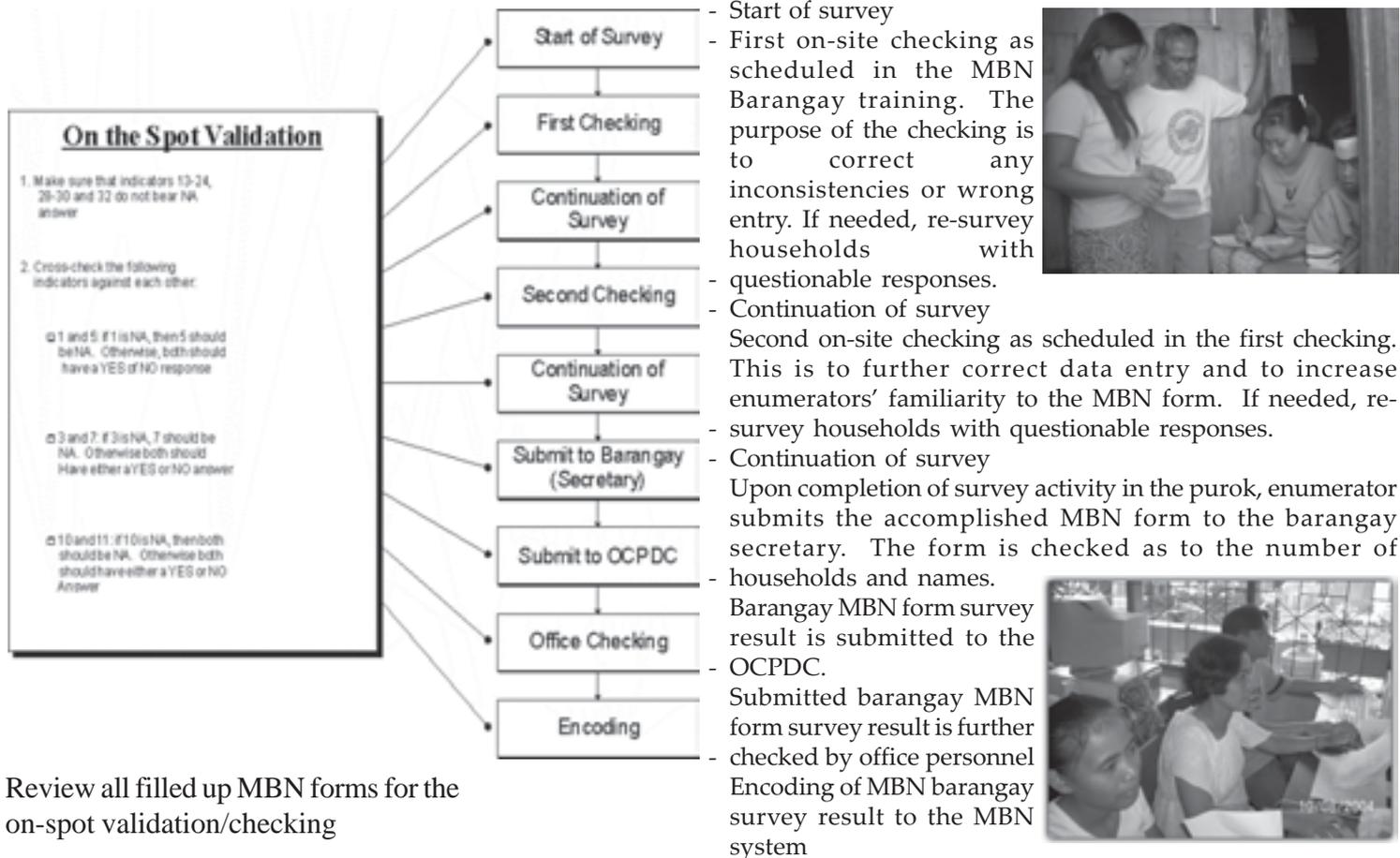


3.2.3 MBN Survey

3.2.3.1 Pre-survey activities

- Individual enumerator confers with the Punong Barangay or the Barangay Council member in charge of the purok as to its boundary and the updated list of purok household members
- If available, secures purok map as guide

3.2.3.2 Conduct of Survey



Review all filled up MBN forms for the on-spot validation/checking

PHILIPPINE BASIC NEEDS (MBN TO IMPROVED QUALITY OF LIFE)
MONITORING FORM

City Batman
Barangay De Oro
Purok P-2

Name of Family Head: Dennis Babayan Calito Age 30 Sex M Status: Married Single Widowed Separated
Occupation: Farmer (Tenant) Status of Employment: Wage Self Employed Annual Household Income _____
Name of Spouse: Jocelyn Cuerdo Calito Age 29 Sex F Occupation AK No. of Children Total 4 Male 4 Female _____
Address: P-2, Brgy De Oro Other Dependents: NONE Male _____ Female _____
Purok: P-2

Fill up directions:

(1) Check the column that applies to your answer (y= yes; n= no; na= not applicable; dk= don't know).

(2) Submit accomplished form to MBN Barangay Monitor Team leader every semester for processing.

Note: This form shall be used for three (3) years.

BASIC NEEDS	INDICATORS	2003			
		y	n	na	dk
1. SURVIVAL	1. Newborn with birthweight of at least 2.5 kg. <i>(not applicable, don't know)</i>			/	
2. Food and Nutrition	2. No severely and moderately underweight children under 5 years old. <i>(missing)</i>			/	
	3. Pregnant and lactating mothers provided with iron and iodine supplements.			/	
	4. Infants breastfed for at least 4 months.			/	
2. Health	5. Deliveries attended by trained personnel.			/	
	6. 1 year-old fully immunized.			/	
	7. Pregnant women given at least 2 doses of tetanus toxoid.			/	
	8. Not more than 1 diarrhea episode per child below 5 years old.			/	
	9. No deaths in the family due to preventable causes within the year.			/	
	10. Couples with access to family planning.	/			
	11. Couples practicing family planning in the last six months.	/			
	12. Solo parent availing of health care services.			/	
3. Water and Sanitation	13. Access to potable water (faucet/deep well within 250 mts.)	/			
	14. Access to sanitary toilets (water-sealed, antipolo, flushed)	/			
4. Clothing	15. Family members with basic clothing (at least 3 sets of internal and external clothing)	/			

BASIC NEEDS	INDICATORS	2003			
		y	n	na	dk
SECURITY	16. House owned, rented or shared.	/			
	5. Shelter				
	17. Housing durable for at least 5 years.	/			
6. Peace and Order/Public Safety	18. No Family member victimized by crime against person (i.e., rape, murder, physical injury)	/			
	19. No family member victimized by crime against property (i.e., theft, burglary, etc.)	/			
	20. No family member displaced by natural disaster			/	
	21. No family member victimized by armed conflict.			/	
7. Income and Employment	22. Head of the family employed.	/			
	23. Other members 18 years old and above employed.		/		
	24. Families with income above subsistence threshold.		/		
ENABLING	25. Children 3-6 years attending day care/pre-school.			/	
	8. Basic Educ'n. and Literacy				
	26. Children 6-12 years old in elementary school.		/		
	27. Children 13-16 years old in high school.		/		
9. People's Participation	28. Family members 10 yrs. old & above able to read & write & do simple computations.	/			
	29. Family members involved in at least 1 people's org'n./association, community dev't.		/		
10. Family Care/ Psychosocial Needs	30. Family members able to vote at elections.	/			
	31. Children 18 years old and below not engaged in hazardous occupation.		/		
	32. No incidence of domestic violence		/		
	33. No child below 7 years old left unattended.		/		
	34. Do you own the land where you live? (added indicator by Butuan City)		/		
	Others: (The community/LGU may add in other local problems it sees important)		R		

Joselyn C. ...
Name and Signature of Interviewee

Norah B. ...
Name and Signature of Interviewer

3.2.3.3 Reclassification of the MBN According to the Millennium Development Goals and Generation / Reproduction of MBN MDGized survey result

One of the City's responses to the attainment of the Millennium Development Goals is by MDGizing all its recent and on going programs such as the SRA-MBN PROGRAM. The thirty four indicators grouped under the three MBN poverty dimensions (Survival, Security and Enabling), are modified and reclassified into the eight goals as shown below.

BASIC NEEDS	INDICATORS	MEDIUM DEVELOPMENT GOALS	
A. SURVIVAL	1 Food & Nutrition	1. Newborn w/ birthweight of at least 2.5 kg	Goal #4
		2. Severely & moderately underweight children under 5 years old	Goal #4
		3. Pregnant & lactating mothers provided w/ iron & iodine supplements	Goal #5
	2 Health	4. Infants exclusively breastfed for at least 4 months	Goal #4
		5. Deliveries attended by trained personnel	Goal #5
		6. 0-1 year old infants fully immunized	Goal #4
		7. Pregnant women given 2 doses of tetanus toxoid	Goal #5
		8. More than one diarrhea episode per child below 5 years old	Goal #4
		9. Death in the family due to preventable causes within one year	Goal #6
		10. Couples w/ access to family planning services	Goal #5
		11. Couples practicing family planning in the last 6 months	Goal #5
		12. Solo parent availing of health care services	Goal #3
3 Water & Sanitation	13. Family w/ access to potable water (borew/ deepwell) w/in 250 meters or 10 min walk	Goal #7	
	14. Family w/ sanitary toilet (water sealed, antipoti, flush type)	Goal #7	
4 Clothing	15. Family members w/ basic clothing (at least 3 sets of external & internal clothing)	Goal #1	
B. SECURITY	16. House rented or shared	Goal #7	
	17. House damaged by natural disasters	Goal #7	

6 Peace & other Public Safety	17. A household for atleast 5 years	Goal #7	
	18. Family members safe from crime against person (murder, rape, abuse, physical injury)	Goal #8	
	19. Family members safe from crime against property (robbery, theft & other similar crime)	Goal #8	
7 Income & livelihood	20. Family members is severely affected by natural disaster	Goal #8	
	21. Family member is victim of armed conflict	Goal #8	
	22. Head of the family employed	Goal #1	
C. ENABLING	23. Other members of the family 18 years old & above employed	Goal #1	
	24. Family income above subsistence threshold	Goal #1	
	25. Children 3-5 years old attending day care / pre school	Goal #2	
	26. Children 6-12 years old in elementary school	Goal #2	
	27. Children 13-16 years old in high school	Goal #2	
	28. Family members 10 years old & above able to read & write & do simple computations	Goal #3	
	29. Family members involved in at least one (1) legitimate people's organization / asso. for community development	Goal #8	
	30. Family members able to vote at elections	Goal #8	
	10. Family Care Psycho Social Care	31. Children below 18 years old engaged in hazardous occupation	Goal #3
		32. Incidence of domestic violence	Goal #3
33. Children below 7 years old left unattended		Goal #3	
11. Others	34. Do you own the land where you live?	Goal #7	

3.2.4 Validation of MBN Result

Indicator Result		
DE ORO, Butuan City		
Print 2. Families with unmet needs for indicator No. 15		
No.	Household Code	Name
1.	ABF - 03-00209	Balana Rogelio
2.	ABF - 03-00103	Cotmaya, Margarito
3.	ABF - 03-00131	Cuyos Laurita
4.	ABF - 03-00177	Dramayo, Wenceslao
5.	ABF - 03-00169	Entremotsa, Juanito
6.	ABF - 03-00180	Garcia, Martin
7.	ABF - 03-00150	Mamayaga, Benjamin
8.	ABF - 03-00178	Mantua, Demetrio
9.	ABF - 03-00129	Marientes, Fernando

- Generation and reproduction of MBN report: After encoding the barangay survey results in the MBN system, another checking is conducted using the spot validation.
- The generated MDGized MBN result is reproduced and presented to the barangay. In the presentation, residents are encouraged to give comments and feed back. Corrections are also encouraged for more accurate data.
- Agreement or acceptance from the residents is solicited as to the MBN result—the unmet needs of the households and their top ten priority unmet needs.

Summary result per indicator - this is where the residents are asked as to the validity of the result. This is done per indicator result. Shown above (indicator No. 15) are names of households without basic clothing.

Percentage Eligible Households with Unmet Needs by Millennium Development Goals
Barangay Div. One

Reference Year: 2008

Millennium Development Goal	SPECIFIC INDICATOR	HHs with Unmet Needs		Eligible Households	Problem Ranking
		% Unmet Needs	Number		
Goal 1	Reduce extreme poverty and hunger				
	= Barely eating	3	9	269	23
	= Family head employed	4	13	269	19
	= 18 years old and above employed	81	269	269	7
	= Income above threshold	72	234	269	9
Goal 2	Achieve universal primary education				
	= 3-5 years old in preschool	87	87	99	6
	= 6-12 years old in elementary	32	47	145	9
	= 13-16 years old in high school	60	60	105	8
Goal 3	Promote Gender equality				
	= Safe parent with health services	25	14	39	15
	= Literate = 10 years old	10	29	269	13
	= No hired work = 18 years old	2	6	222	26
	= No domestic violence	1	4	269	29
	= No child = 7 years old unattended	6	20	154	21
Goal 4	Reduce child mortality				
	= Nonfatal = 5-9 yrs	9	3	32	30
	= No underweight = 5 years old	8	11	125	20
	= Breastfeeding for 6 months	26	9	34	32
	= Fully immunized child	30	13	42	18
	= No diarrhea = 5 years old	32	40	125	11
Goal 5	Improve maternal health				
	= Maternal supplementation	13	6	31	24
	= Deliverer attended	18	6	32	25
	= Pregnant with FFI2	5	3	31	31
Goal 6	Improve maternal health				
	= Maternal supplementation	13	6	31	24
	= Deliverer attended	18	6	32	25
	= Pregnant with FFI2	5	3	31	31
	= Family Planning access	16	29	179	12
	= Family Planning practice	50	30	179	5
Goal 6	Combat HIV/AIDS malaria and other diseases				
= No preventable deaths	3	4	116	27	
Goal 7	Ensure environmental sustainability				
	= Safe drinking water	5	14	269	35
	= Sanitary toilet	16	45	269	30
	= Housing, owned, rented or shared	-	2	269	32
	= Durable housing	23	43	269	7
	= Electricity household	25	250	269	3
Goal 8	Develop a global partnership for dev't				
	= No crime on persons	5	14	269	17
	= No crime on property	6	17	269	14
	= No natural disasters	-	-	-	33
	= No armed conflict	-	-	3	34
	= People's organization member	38	138	269	4
	= Voted in last election	1	4	269	28

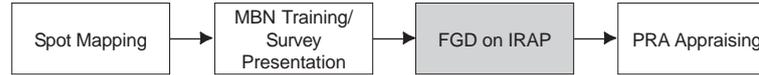
Legend: Blue Color indicates the Top Ten Indicator

Source: Total Population (Census 2008) - 1,503
 Total # of Households (Census 2008) - 282
 Total # Households - 289

Above table shows the summary result of the 34 indicators according to the eight (8) Millennium Development Goals and its magnitude or ranking.

TOP TEN UNMEET NEEDS			
Barangay de Oro			
Butuan City			
Population (Census 2000) - 1,503			
Total Population (Census 2000) - 282			
Total Population (MBN Survey 2003) - 269			
Milennium Development Goals	Minimum Basic Needs	Households with Unmet Needs	Ranking
Goal 7	Adequate houselot	258	1
Goal 1	18 years old & above employed	203	2
Goal 1	Income above threshold	194	3
Goal 8	People's organization member	158	4
Goal 5	Family planning practice	90	5
Goal 2	3-5 years old in preschool	87	6
Goal 7	Durable housing	63	7
Goal 2	13-16 years old in high school	63	8
Goal 2	6-12 years old in elementary	47	9
Goal 7	Sanitary toilet	45	10

Above table shows the top ten unmet needs of one of the rural barangays of the city. The number one priority **unmet** need of the barangay is “adequate houselot” wherein, of the 269 households in the barangay, 258 households do not own the land where their houses are built. Second is “203 households with 18 years and above are unemployed.” The third is that of the 269 households in the barangay, 194 households are living below the poverty line. (Butuan City Poverty Line: Php 5,000.00 and 8,000.00 for the rural and urban barangays, respectively).



3.3 Focus Group Discussion (FGD) on the Integrated Rural Accessibility Planning (IRAP)

The enactment into law of the Philippine Local Government Code of 1991 has resulted in more responsibilities and opportunities to generate more resources to plan for the development of projects and implement programs in their respective areas such as water supply projects, programs conserving and regenerating the environment, primary health care programs and secondary road infrastructure in order to become self-reliant communities.

Integrated Rural Accessibility Planning (IRAP) is one local planning tool, based on the concept that the lack of access of rural people to goods and services is one of the fundamental constraints to their development. The identification of interventions to improve access is most likely to be effective if local conditions are first understood. Local level planning also provides the opportunity for effective participation by the communities involved. It is conducted with key stakeholders of the community present. Discussions usually take two to three hours only, thus making the procedure simple, relatively inexpensive and easy to apply. Planning focuses on access of rural households to basic goods, services and facilities.

The output of the process is the generation of accessibility information relating to:

- Subsistence Needs (Potable Water, Fuelwood Collection, Domestic Food Production)
- Economic Needs (Roads and Transport System, Markets, Agricultural Inputs, Post Harvest Facilities, Electricity, Paid Employment)
- Social Needs (Health Services and Facilities, Education Services and Facilities)

3.3.1 Orientation on IRAP

The FGD is conducted with the members of the Barangay Council, Purok Officials, Barangay Health Worker, Barangay Nutrition Scholar, Principal or Teacher, NGOs, Religious Group, Sangguniang Kabataan members and Barangay Development Council members. The data collected are then processed ensuring that the forms are collated correctly for analysis. All the data gathered are encoded. The Barangay Captain or his Representative will be asked to sign the questionnaire after the interview.



The informants are expected to be knowledgeable on the actual situation pertaining to the sectors they represent. The information generated is a consensus of the informants and not just a response of one person. The information gathering is actually conducted in the barangay.

The Technical Staff of the LGU Planning Office provides information regarding the importance and use of the tool. They facilitate the formulation of appropriate interventions that ends with a list of prioritized programs and projects that address the actual needs of the rural barangays.

3.3.2 Gathering of Information using IRAP Data Collection Manual

Two kinds of data that may be gathered for accessibility planning are primary data and secondary data. Primary data are those collected first hand by the planner in the barangay. Secondary data refers to available processed or semi-processed previously collected and compiled data.

A primary data gathering process can be done through rapid appraisals. It gives up-to-date and realistic statements both in figures and on maps on the location of all social and economic infrastructure. It is used to define the ease or difficulty of rural people in obtaining access to basic, social and economic services. The barangays are also prioritized for interventions in the sectors that IRAP covers using accessibility indicators.

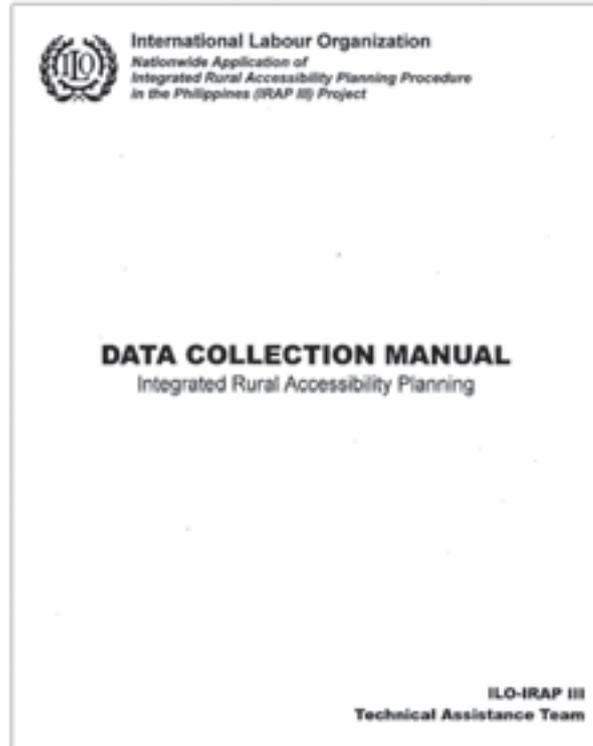
ACCESSIBILITY INDICATORS are indicators of difficulty in access to specific goods and services. It is calculated at purok/ sitio and barangay level and indicates how difficult it is for the community as a whole to get access to goods and services.

The data collected relates to the sectors indicated by the circles found in the diagram.



The Technical Staff may translate the questions into the community's vernacular language without necessarily deviating from the meaning of the questions.

Gathering of information takes place using IRAP Data Collection Manual with the following forms taken from Barangay Accessibility Form and Barangay Road Analysis survey guide form.



Barangay Accesibility Form Survey Guide & Filled Up Forms

BARANGAY ACCESSIBILITY FORM

Region: **QUAGA** Year/Month/Date: **04 / 11B / 08**

Municipality/City: **BUTHAN CITY**

Barangay: **LOS ANGELES**

Data Collected by: **MONDIN MERLINDA D.**
Last Name First Name Middle Name

PROJECT DEVELOPMENT ASSISTANT
Position

Key Informants:

Name	Sector Represented
<i>Raymond Luis C. Cortez</i>	
<i>Raymond Perry A. Indolera</i>	
<i>Raymond Lolito O. Montano</i>	
<i>Raymond Peter C. Tidalgo</i>	
<i>Ray - Sr. Agustin P. Rodriguez</i>	

Partnering Barangay or Representative Name: **MON. IRENE C. MONDIN** Signature: *Irene Mondin*

List of persons who are knowledgeable of the actual situation pertaining to each sectors.

GENERAL CHARACTERISTICS

1. Population: **3,798**

Families: **810** Males: **1,900**

No. of Households: **810**

2. Number of Purok/Sites (Include Digg Proper): **14**

3. Distance from Barangay Proper to Poblacion: **14.488** Km.
 Approx. Travel time: **40** (1-way or more)

4. Means of Access to Barangay (Please Check)

Means of Access/Trafficability condition	1-All year round	2-Dry season only	3-Wet season only	4-Never	If answer is 2, 3, or 4 why?
A- Road	<input checked="" type="checkbox"/>				
B- River					
C- Trails, Footpaths					

5. BARANGAY LAYOUT

Name of purok/site (Include Digg proper)	No. of HHs	Means of Access			Travel time to Site Proper (1-way or more)	Soils (dominant agricultural products) (Type or Name)	Presence of dominant crops (Type or Name)	Face of river in the Digg	
		A	B	C				Left Bank (DUG)	Right Bank (DUG)
1	1				Y	Y			
2	1				Y	Y			
3	1				Y	Y			
4	1				Y	Y			
5	1				Y	Y			
6	1				Y	Y			
7	1				Y	Y			
8	1				Y	Y			
9	1				Y	Y			
10	1				Y	Y			
11	1				Y	Y			
12	1				Y	Y			
13	1				Y	Y			
14	1				Y	Y			

Note: A-Road, B-River, C-Footpaths. Trafficability: 1-All year round, 2-Dry season, 3-Wet season, 4-Never. Face of river in the Digg: Left Bank (DUG), Right Bank (DUG). Soil: 1-100% Mountainous, 2-50% Mountainous, 3-25% Mountainous, 4-10% Mountainous, 5-5% Mountainous, 6-1% Mountainous, 7-0% Mountainous.

14 **0** **Y** **Y** **0** **0**

General characteristics pertaining to populations, puroks, distance, means of access and barangay layout.

WATER SUPPLY

Name of Purok (Exclude Barangay Proper)	Type of Water	Distance	Average	Percentage of	Percentage of	Percentage of
			Calculation (21)	Households	Households	Households
			with Water	with Water	with Water	with Water
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

List of puroks showing the distance of water supply source.

ENERGY USE OF PULL

Name of Purok (Exclude Barangay Proper)	Type of Fuel	Percentage of	Percentage of	Percentage of	Percentage of
		Households	Households	Households	Households
		with Fuel	with Fuel	with Fuel	with Fuel
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

List of puroks showing the percentage of households with access to fuel source or fuel-related facilities.

VEHICLE TRANSPORT SERVICES

Name of Purok (Exclude Barangay Proper)	Type of Transport	Percentage of	Percentage of	Percentage of	Percentage of
		Households	Households	Households	Households
		with Transport	with Transport	with Transport	with Transport
1	Motorized				
2	Motorized				
3	Motorized				
4	Motorized				
5	Motorized				
6	Motorized				
7	Motorized				
8	Motorized				
9	Motorized				
10	Motorized				
11	Motorized				
12	Motorized				
13	Motorized				
14	Motorized				

List of puroks showing the percentage of accessibility to transport services.

EDUCATION

9. Is there a school in the barangay? Yes No

Total enrolment (children) Females Males

10. Estimated number of elementary school aged children in the barangay:
Total Females Males

11. Estimated number of secondary school aged children in the barangay:
Total Females Males

12. Barangay Schools

Place/Date where school is located	Number of grades	Number of classrooms	Number of teachers
P.S. in Barangay (1980-1981)	1-6	2	2
P.S. in Barangay (1982-1983)	1-6	2	2
P.S. in Barangay (1984-1985)	1-6	2	2
P.S. in Barangay (1986-1987)	1-6	2	2

13. If there is no school in the barangay, do there is a school in a nearby village/primary secondary education (also from Grades 1-6)?

Where do the children go to school?

How do they usually travel?

Estimated Travel Time: (in minutes)

14. Is there a secondary school in the barangay? Yes No

If none, where do the students go for secondary education?

How do they usually travel?

Estimated travel time: (in minutes)

List of information pertaining to the accessibility of educational facilities.

List of health and social services available and accessible to the area.

HEALTH AND SOCIAL SERVICES

17. Source of health services in the area (within or from adjacent barangays)

Source of Service	Type of service (in minutes)	
	Within Barangay (in minutes)	From Adjacent Barangay (in minutes)
Barangay Health Station (BHS)	5	
Rural Health Unit (RHU)		
District Hospital		
Private clinic/physician		
Day care center/nursery		

18. Is there a medical resource in the barangay? Yes No

Please specify (specify if resource is a unit)

19. Level of health services in the barangay

Health Activities	Full Time	Visits monthly	Visits quarterly	If none of the preceding specify	Notes
Barangay Health Worker (BHW)	✓				
Midwife				2.5/1/82	
Nurse					
Doctor				750 p/yr. 750 n/yr.	
Physician					

20. Availability of reproductive health (RH) services in the barangay

Health Service	Yes	No	Notes
Infant/child care and nutrition	Y	N	Infant and reproductive health centers infrequent
Adolescent sexuality and fertility	Y	N	Preventive management of abortion complications
Fertility management/family planning	Y	N	
Aggravative tract infections	Y	N	
Normally transmitted diseases and STD/AIDS	Y	N	Care for victims/survivors of violence against women (VAW)
Tobacco & counseling on sexuality and sexual health	Y	N	Men's RH and participation and responsibility in reproductive health

21. If Barangay Health Station has availability in the barangay, where do you think they go for their services?

Estimated travel time: (in minutes)

22. Where do people go for additional health services?

Estimated travel time: (in minutes)

23. Are there more selling medicines in the barangay? Yes No

24. If not, where do people buy medicines?

Estimated travel time: (in minutes)

LIVELIHOOD SERVICES

25. Sources of income in the barangay

Main source of income	% of HHs engaged	Secondary source of income	% of HHs engaged	Other source of income	% of HHs engaged
Agriculture	20	Trading/Small Business	20	Other	2

26. Wage employment and trading activities

Income Source	Reminders during income from source (% of HHs)		Number of jobs or employment	Average level of income (in monthly)
	Adults	Children		
Wage jobs in farms	✓	✓	1	10
Seasonal wage jobs	✓	✓	1	10
Other jobs (Specify)	✓	✓	1	10

Note: "Children" here refers to those less than 17 years of age.

List of livelihood sources of the barangay with corresponding percentage of households engaged in each income source.

AGRICULTURE

27. Crop Production

Marketing and Farming methods (Indicate Type of Crop and Season)

1st Crop	2nd Crop	3rd Crop	4th Crop	5th Crop
Planting month: <u>Jan</u>	Planting month: <u>Feb</u>	Planting month: <u>Mar</u>	Planting month: <u>Apr</u>	Planting month: <u>May</u>
Harvest month: <u>Apr</u>	Harvest month: <u>May</u>	Harvest month: <u>Jun</u>	Harvest month: <u>Jul</u>	Harvest month: <u>Aug</u>
No. of Crops: <u>1</u>				

27A. What crops in the barangay are grown mainly by women? EGG, Onion, BAWBAK, VEGETABLE

27B. What crops in the barangay are grown mainly by men? BIG, CACAO, CASH, BANANA

27C. What crops in the barangay are grown by women and men? EGG, BANANA, Onion, Oni, vegetable

28. Are family farmers thinking of introducing new crops? Yes No

Explain briefly: Backyard vegetable, Pinyon & Sweetpotato, Papaya

29. Are male farmers thinking of introducing new crops? Yes No

Explain briefly: High yield onion, Oni, Egg and Sweet Oni

Pragm: school membership

List of agricultural activities of the people of the barangay.

List of marketing of agricultural produce of the barangay.

25. Marketing of each crop (in order of importance)

Crop	% marketed	How sold	If M. where marketed	Person who sells bring to the market	Total time (min)
Onion	40	M	BTC	F	-
BANANA	20	M	BTC	F	40
Egg	10	M	BTC	F	-

*Use circle: M=market, S=store, H=home, D=directly sold to the market, C=producer with an agent/broker, R=retailer, or other outlet.

26. Marketing of Fresh, Livestock, etc. (in order of importance)

Animal	% marketed	How sold	If M. where marketed	Person who sells bring to the market	Total time (min)
Onion	40	M	BTC	F	-
BANANA	20	M	BTC	F	40
Egg	10	M	BTC	F	-

*Use circle: M=market, S=store, H=home, D=directly sold to the market, C=producer with an agent/broker, R=retailer, or other outlet.

26A. Farm inputs

% households buying fertilizer: 90 Organic fertilizer: 20

Location of fertilizer store: BTC BTC

Travel time (in min.): 40 40

% households buying animal feeds: 90

Location of animal feed store: BTC

Travel time (in min.): 40

27. Fields

How many parcels of land (number of lots, not hectares) do most farmers cultivate? 1

Average travel time to fields: 10 minutes

% households owning the parcels they cultivate: 70

BOAT AND FRESHWATER FACILITIES

26. Agricultural post-harvest facilities

Type of facility	Person (Yes/No)	Capacity
Rice Mill	Y	10
Corn Mill	Y	20
Green Storage Facility (PLASTIC)	Y	500
Warehouse	Y	5
Sugar Mills	Y	-
Corn Sheller	Y	-
Shedding	Y	100/1
Feed storage (stacking facilities)	Y	-
Ice Plant/cold storage	Y	-
Others	Y	-

27. SEA AND FRESHWATER PRODUCTS

27.1. Main products

Product	% marketed	How sold	If M. where marketed	Person who sells	Travel time	Waiting time
BIG	-	-	-	-	-	-

*Circle: M=market, S=store, H=home, D=directly sold to the market, C=producer with an agent/broker, R=retailer, or other outlet.
 *Use: F=field, D=direct, S=store, H=home, R=retailer, or other outlet.

List of major facilities servicing agricultural activities of the barangay and list of marketing of sea and freshwater products of the barangay (if applicable).

COTTAGE INDUSTRY

20. State products

Product	Major product	Grade	Year used	Material	Value	Condition	Working
Product	M	1	2	3	4	5	6

N.B. - A=active, S=sold, G=general, M=already sold in the market, C=used in some management.

MARKETS

21. Major market place used

Location of the market	How usually goods to that market	Means of transport	Cost of transport	Frequency of transport	Time taken	Working days
1.

22. Subjects presenting

Type of subject	No. of subjects	No. of employees	Other remarks (water, drainage, etc.)
...

List of information concerning the cottage and small industries production of the barangay. With list of vehicle ownership in the barangay.

List of people's perception of the accessibility problems in their area and how they see them in the order that requires attention.

BARANGAY ACCESSIBILITY PROBLEMS

23. People's perception of their access problems

Problem	What perceived as problem by	If perceived as problem
Water supply	Men	...
Food and supply	Women	...
Secondary schools
Health services
Distance to fields
Agricultural agents
Markets to sell produce
Medicine to buy supplies
Post-office facilities
Electricity
Transport service
Jobs

24. Rank these problems perceived (based on the List in Q23)

As perceived by the male population	As perceived by the female population
Jobs	Jobs
Health	Health
Distance to fields	...
Health services	...

BARANGAY ROAD ANALYSIS

Region: **CARAGA 13** Year/Month/Day: **08/11/20**

City: **BUTUAN CITY** District: **...**

Barangay: **LOS ANGELES**

No.	Road Name	Length (Kms.)	No. of Households served		No. of river crossings	Road type*	Trafficability**		Cost (P=Perpetual Maintenance)
			Actual	Estimated			Actual	Estimated	
1	B	1	1,000	
2	D	1	2,000	
3	D	1	...	
4	B	1	6,000	
5	B	1	6,000	
6	B	1	10,000	
7	D	1	...	
8	B	1	10,000	
9	D	1	...	
10	B	1	4,000	
11	B	1	4,000	

* A=Dist, B=Gravel, C=Unpaved, D=Cement All Together Roads ** 1= all year roads; 2= dry season only; 3= never

The road analysis of Barangay Los Angeles.

3.3.3 Processing using IRAP Information System

The responses are collated using a computer software developed by IRAP. This further requires a systematic and careful accomplishment of the survey forms. The resulting database from these survey forms will provide the basis for identification of access needs and prioritization of development projects aimed to improving access.



3.3.3.1 Computer Processing of the IRAP

The information gathered during the conduct of IRAP survey in a barangay is encoded at the OCPDC for input to the IRAP Information System database/files.

Shown below are the encoded IRAP Information gathered from the survey conducted at Barangay Los Angeles:



Barangay Accessibility Survey

Region: BULACAGUA Year: 2007

Province: N/A

Municipality: AUGSAN CITY

Barangay: AUGSAN PUEBLO

General Characteristics

Population: 4,000 Sexes: 97.7 Liter: 97.7

Household: 888 No. of Sites: 10

Distance to Facilities: 1.5 km. Approx. Travel Time: 1.5

Barangay Road Access: All year round

Barangay Water Access: All year round

Barangay Health Access: All year round

Transportation Access: All year round

The barangay and its general characteristics.

Water

LOCATION: R13-CARAGA/NANAYUTAN CITY/AUGSAN PUEBLO

Name of Site	Name of Site	% of Site with Water Source	Description Main %
PURUK 01 SALANAN	PURUK 01 SALANAN	100.00	100.00
PURUK 02 MALUNGAN	PURUK 02 MALUNGAN	100.00	100.00
PURUK 03 TINAGO	PURUK 03 TINAGO	100.00	100.00
PURUK 04 MALTRAE	PURUK 04 MALTRAE	100.00	100.00
PURUK 05 MADAGOH	PURUK 05 MADAGOH	21.00	100.00
PURUK 06 MALUGOH	PURUK 06 MALUGOH	77.30	100.00
PURUK 07 MALOGAN	PURUK 07 MALOGAN	80.00	100.00
PURUK 08 MANOBA	PURUK 08 MANOBA	100.00	100.00
PURUK 09 RALOGAN	PURUK 09 RALOGAN	100.00	100.00
PURUK 10 MALABAN	PURUK 10 MALABAN	100.00	100.00
PURUK 11 LLOGAN	PURUK 11 LLOGAN	100.00	100.00
PURUK 12 PANAGOH	PURUK 12 PANAGOH	100.00	100.00
PURUK 13 MALUNGAN	PURUK 13 MALUNGAN	90.00	100.00

List of puroks showing the distance of water supply source.

Barangay Layout

LOCATION: R13-CARAGA/NANAYUTAN CITY/AUGSAN PUEBLO

Name of Site	Name of Site	No. of Households	Road Access
PURUK 01 SALANAN	PURUK 01 SALANAN	297	1
PURUK 02 MALUNGAN	PURUK 02 MALUNGAN	607	1
PURUK 03 TINAGO	PURUK 03 TINAGO	427	1
PURUK 04 MALTRAE	PURUK 04 MALTRAE	367	1
PURUK 05 MADAGOH	PURUK 05 MADAGOH	727	1
PURUK 06 MALUGOH	PURUK 06 MALUGOH	447	1
PURUK 07 MALOGAN	PURUK 07 MALOGAN	357	1
PURUK 08 MANOBA	PURUK 08 MANOBA	607	1
PURUK 09 RALOGAN	PURUK 09 RALOGAN	1,277	1
PURUK 10 MALABAN	PURUK 10 MALABAN	1,287	1
PURUK 11 LLOGAN	PURUK 11 LLOGAN	707	1

The barangay layout with list of puroks, number of households, means of access, etc.

Transportation Services

LOCATION: R13-CARAGA/NANAYUTAN CITY/AUGSAN PUEBLO

Name of Site	Name of Site	Type of Service - M/Ts	Type of Service - MM/Ts
PURUK 01 SALANAN	PURUK 01 SALANAN	TRICYCLE	TRICYCLE
PURUK 02 MALUNGAN	PURUK 02 MALUNGAN	TRICYCLE	TRICYCLE
PURUK 03 TINAGO	PURUK 03 TINAGO	TRICYCLE	TRICYCLE
PURUK 04 MALTRAE	PURUK 04 MALTRAE	TRICYCLE	TRICYCLE
PURUK 05 MADAGOH	PURUK 05 MADAGOH	TRICYCLE	TRICYCLE
PURUK 06 MALUGOH	PURUK 06 MALUGOH	TRICYCLE	TRICYCLE
PURUK 07 MALOGAN	PURUK 07 MALOGAN	TRICYCLE	TRICYCLE
PURUK 08 MANOBA	PURUK 08 MANOBA	TRICYCLE	TRICYCLE
PURUK 09 RALOGAN	PURUK 09 RALOGAN	TRICYCLE	TRICYCLE
PURUK 10 MALABAN	PURUK 10 MALABAN	TRICYCLE	TRICYCLE
PURUK 11 LLOGAN	PURUK 11 LLOGAN	TRICYCLE	TRICYCLE
PURUK 12 PANAGOH	PURUK 12 PANAGOH	TRICYCLE	TRICYCLE
PURUK 13 MALUNGAN	PURUK 13 MALUNGAN	TRICYCLE	TRICYCLE

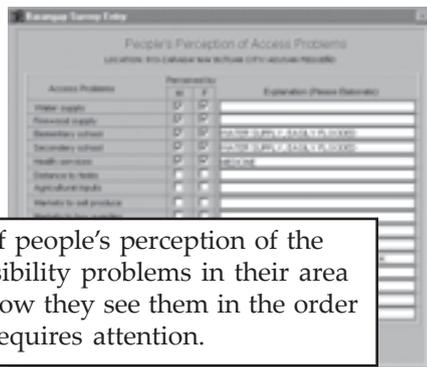
List of puroks showing the percentage of accessibility to transport services.

Energy(Use of Fuel)

LOCATION: R13-CARAGA/NANAYUTAN CITY/AUGSAN PUEBLO

Name of Site	Name of Site	% of Site Using Petroleum	% of Site Using Cereals Wood
PURUK 01 SALANAN	PURUK 01 SALANAN	71.00	0.00
PURUK 02 MALUNGAN	PURUK 02 MALUNGAN	28.00	0.00
PURUK 03 TINAGO	PURUK 03 TINAGO	100.00	0.00
PURUK 04 MALTRAE	PURUK 04 MALTRAE	71.00	0.00
PURUK 05 MADAGOH	PURUK 05 MADAGOH	98.00	0.00
PURUK 06 MALUGOH	PURUK 06 MALUGOH	51.00	0.00
PURUK 07 MALOGAN	PURUK 07 MALOGAN	51.00	0.00
PURUK 08 MANOBA	PURUK 08 MANOBA	34.00	0.00
PURUK 09 RALOGAN	PURUK 09 RALOGAN	38.00	0.00
PURUK 10 MALABAN	PURUK 10 MALABAN	95.00	0.00
PURUK 11 LLOGAN	PURUK 11 LLOGAN	90.00	0.00
PURUK 12 PANAGOH	PURUK 12 PANAGOH	90.00	0.00
PURUK 13 MALUNGAN	PURUK 13 MALUNGAN	90.00	0.00

List of puroks showing the percentage of households with access to fuel source or fuel-related facilities.



List of people's perception of the accessibility problems in their area and how they see them in the order that requires attention.

The screenshot shows a window titled 'Example Survey Entry' with the subtitle 'Roads'. Below the subtitle is the location: 'LOCATION: R13-CARAGA/INA/OUTRAN-DT11-KUSAN-PELEÑO'. The main area contains a table with columns for 'Road Route', 'Road Route', 'Length (km)', 'No. of HHs Served', and 'Accessed (%)'. The table lists various road routes and their corresponding metrics.

Road Route	Road Route	Length (km)	No. of HHs Served	Accessed (%)
RDVY-INA, TO-01-INA-01	RDVY-INA, TO-01-INA-01	1.00	20	100
RDVY-INA, TO-01-INA-02	RDVY-INA, TO-01-INA-02	1.00	40	100
RDVY-INA, TO-01-INA-03	RDVY-INA, TO-01-INA-03	1.00	40	100
RDVY-INA, TO-01-INA-04	RDVY-INA, TO-01-INA-04	1.00	30	100
RDVY-INA, TO-01-INA-05	RDVY-INA, TO-01-INA-05	1.00	30	100
RDVY-INA, TO-01-INA-06	RDVY-INA, TO-01-INA-06	1.00	30	100
RDVY-INA, TO-01-INA-07	RDVY-INA, TO-01-INA-07	1.00	30	100
RDVY-INA, TO-01-INA-08	RDVY-INA, TO-01-INA-08	1.00	30	100
RDVY-INA, TO-01-INA-09	RDVY-INA, TO-01-INA-09	1.00	30	100
RDVY-INA, TO-01-INA-10	RDVY-INA, TO-01-INA-10	1.00	30	100
RDVY-INA, TO-01-INA-11	RDVY-INA, TO-01-INA-11	1.00	30	100
RDVY-INA, TO-01-INA-12	RDVY-INA, TO-01-INA-12	1.00	30	100
RDVY-INA, TO-01-INA-13	RDVY-INA, TO-01-INA-13	1.00	30	100
RDVY-INA, TO-01-INA-14	RDVY-INA, TO-01-INA-14	1.00	30	100
RDVY-INA, TO-01-INA-15	RDVY-INA, TO-01-INA-15	1.00	30	100
RDVY-INA, TO-01-INA-16	RDVY-INA, TO-01-INA-16	1.00	30	100
RDVY-INA, TO-01-INA-17	RDVY-INA, TO-01-INA-17	1.00	30	100
RDVY-INA, TO-01-INA-18	RDVY-INA, TO-01-INA-18	1.00	30	100
RDVY-INA, TO-01-INA-19	RDVY-INA, TO-01-INA-19	1.00	30	100
RDVY-INA, TO-01-INA-20	RDVY-INA, TO-01-INA-20	1.00	30	100

Road analysis of Barangay Los Angeles.

3.3.3.2 The access characteristics in the basic sectors of the community

In coming up with the correct picture of access in the rural community, IRAP uses information focusing both on physical and social distances. Data on the presence or absence of a service facility, physical distance of these facilities from population, and the amount of travel time to reach a resource or facility are collected. These provide a view of the time and effort, the physical ease and/or difficulty of concerned members of the household in reaching the source of goods or services needed. Responses are then collated, computed and analyzed, defining the degree of the accessibility problem of the households in the community which can be made as basis of setting priority intervention in terms of program and projects. The following are some findings of the IRAP accessibility assessments.

3.3.3.2.1 Accessibility Assessment on Water Supply

This accessibility assessment illustrates in numeric value the ease or difficulty of the households in utilizing a service facility like water supply. The higher the accessibility indicator (AI) the greater is the difficulty in assessing the service or facility.

In this particular barangay, Barangay Los Angeles, Purok 12 has the highest accessibility index (AI) of 4,920. This shows that the households in purok 12 experience the greatest difficulty in accessing water compared to other puroks.

The AI is a function of the number of households / person affected (HH) and the distance of the facility / source expressed in travel time T,

$$\begin{aligned}\text{thus: AI} &= \text{HH} \times \text{T} \\ &= 82 \times 60 \\ &= 4920\end{aligned}$$

20

Region: Caraga XIII
City: Butuan
Barangay: Los Angeles
WATER SUPPLY

Name of Purok	No of Households	% of HH Served Directly	Source		Number of HHs W/O Direct Water Supply	% of HHs Not Served Directly	Person Usually Collects		Main Source Ave. Water Col. Time (Minutes)		Main Source A.I.	Sec. Source Ave. Water Col. Time (Minutes)		Secondary Source A.I.
			Main	Secondary			F	M	Wet	Dry		Wet	Dry	
Purok 1	57	0	Artesian		57	100	Adult	60	60	3420	0	0	0	
Purok 2	83	0	Artesian		83	100	Adult	60	60	3780	0	0	0	
Purok 3	24	0	Artesian		24	100	Adult	60	60	1440	0	0	0	
Purok 4	69	0	Artesian		69	100	Adult	60	60	4140	0	0	0	
Purok 5	56	50	Deepwell	Artesian	28	50	Adult	20	20	560	20	20	560	
Purok 6	46	0	Artesian		46	100	Adult	30	30	1380	0	0	0	
Purok 7	37	0	Artesian		37	100	Adult	20	20	740	0	0	0	
Purok 8	106	0	Artesian		106	100	Adult	40	40	4240	0	0	0	
Purok 9	32	0	Artesian		32	100	Adult	45	45	1440	0	0	0	
Purok 10	32	0	Artesian		32	100	Adult	30	30	960	0	0	0	
Purok 11	67	0	Artesian		67	100	Adult	60	60	4020	0	0	0	
Purok 12	82	0	Artesian		82	100	Adult	60	60	4920	0	0	0	
Purok 13	38	0	Artesian		38	100	Adult	60	60	2280	0	0	0	
Purok 14	44	20	Artesian		22	80	Adult	20	20	440	0	0	0	

* AI - Accessibility Index

3.3.3.2.2 Accessibility Assessment in the use of Fuel

As shown in the table below, residents of Purok 11 has the greatest difficulty in accessing firewood from its source with an AI of 7,200. This is followed by Purok 12 with 6,840 AI.

Region: Caraga XIII City: Butuan Barangay : Los Angeles USE OF FUEL																
Purok	No. of HHs	% Households using various types of Fuels				Sources of Fuel % HHs			Presence of Store		Description of Source	No. of HHs Coll. Firewood for Free	Person Collecting Firewood		Ave. Coll. Time (Min.)	A.I.
		Firewood	Coco	Gas	Others	A	B	C	F*	Gas			F	M		
Purok 1	57	40	0	60	0	50	0	50		Yes	Forest	29		Adult	90	2610
Purok 2	63	80	0	20	0	60	0	40			Forest	38		Adult	90	3420
Purok 3	24	50	0	50	0	75	0	25			Forest	18		Adult	120	2160
Purok 4	69	65	0	35	0	60	0	40			Woodlots	41		Adult	60	2460
Purok 5	56	91	0	9	0	100	0	0			Woodlots	56		Adult	30	1680
Purok 6	46	98	0	2	0	100	0	0			Woodlots	46		Adult	30	1380
Purok 7	37	97	0	3	0	100	0	0			Woodlots	37		Adult	30	1110
Purok 8	106	60	0	40	0	50	0	50			Forest	53		Adult	90	4770
Purok 9	32	60	0	40	0	65	0	35			Woodlots	21		Adult	90	1890
Purok 10	32	60	0	40	0	60	0	40			Woodlots	19		Adult	20	360
Purok 11	67	80	0	20	0	90	0	10			Forest	60		Adult	120	7200
Purok 12	82	80	0	20	0	70	0	30			Forest	57		Adult	120	6840
Purok 13	38	75	0	25	0	85	0	15			Woodlots/Forest	6		Adult	120	720
Purok 14	44	99	0	1	0	100	0	44			Forest	44		Adult	60	2640

Legend:

- A - Exclusively collecting for free
- B - Exclusively buying gas from store
- C - Combination of A & B
- F* - Store selling all type of Fuel woods

3.3.3.2.3 Barangay Road Analysis

As shown below, all the puroks of barangay Los Angeles are accessible in terms of availability of barangay roads to the poblacion (barangay proper). This is notwithstanding the fact that accessibility to water supply and fuel (fire wood) are difficult in some puroks as shown earlier.

BARANGAY ROAD ANALYSIS									
Region XIII - Caraga									
Butuan City									
Barangay Los Angeles									
No.	Road Route	Length (Km.)	No. of		Road Type*	No. of river	Trafficability		Cost (Pesos) Maintenance
			Intended	Actual			Motorized	Non-Motorized	
1	Barangay Hall to Purok 1	0.03	57	95	B	1	1		1,500.00
2	Barangay Hall to Purok 2	0.20	63	101	B	0	1		2,500.00
3	Barangay Hall to Purok 3	0.20	24	81	D	1	1		
4	Barangay Hall to Purok 4	1.00	69	196	D	0	1		
5	Barangay Hall to Purok 5	0.80	56	157	B	1	1		6,000.00
6	Barangay Hall to Purok 6	0.80	46	128	B	1	1		6,000.00
7	Barangay Hall to Purok 7	2.00	37	165	B	1	1		8,000.00
8	Barangay Hall to Purok 8	1.50	106	187	D	0	1		
9	Barangay Hall to Purok 9	8.00	32	113	B	0	1		12,000.00
10	Barangay Hall to Purok 10	8.00	32	127	D	0	1		
11	Barangay Hall to Purok 11	0.30	67	212	B	1	1		4,000.00
12	Barangay Hall to Purok 12	0.30	82	149	B	0	1		4,000.00
13	Barangay Hall to Purok 13	0.05	38	95	B/D	1	1		2,000.00
14	Barangay Hall to Purok 14	0.08	44	139	B	0	1		2,000.00

* A - Dirt, B - Gravel, C - Asphalted, D - Cemented/All Weather Roads **1 - all year round; 2 - dry season only; 3 - never

3.3.4 Stories from the field

Barangay Captain Irene C. Monden of Barangay Los Angeles, Butuan City appreciated the IRAP tool since it considers access to basic goods, services and facilities as a determinant to development of a rural barangay's needs. She believed that improving accessibility could contribute to the improvement of the living conditions of the household.

Ug nagsulti siya "Na kining pamaagi makatabang gayud sa matag panimalay kay ila gyud problema mao ang panginahanglanon ug tubig sa matag pamilya. Kini nga pamaagi makitagayud ang ilang kakulangan sa tubig ug ang kalay-on ug kalisod sa ilang kalusan sa tubig ug ang paghatud sa ilang produkto sa uma kay ang karsada dili na maagi-an. Kini makasuporta sa pagpangayo nila ug pundo sa nagkalainlaing ahensya."

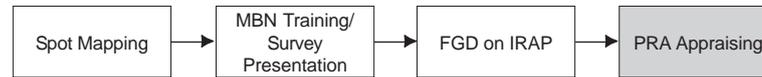


She further said, " This kind of tool is really useful in determining and validating our problems on accessibility of goods, services and utilities specially on water supply and farm-to- market road. The final report of the project can be used to support our request for assistance from outside sources."

3.3.5 Lessons Learned

- IRAP as a tool is holistic and integrated in the sense that it focuses on access of the rural household to subsistence, economic, and social needs.

- Gathering consensus information provides effective participation by the communities involved.
- The IRAP helps leaders of the community to understand and see how to lessen the difficulty of the household members in accessing goods and services.



3.4 Participatory Resource Assessment (PRA) Appraising

Another technique in knowing more about a community or barangay is through the use of the Participatory Resource Assessment (PRA) tool. It is a research method composed of evaluation tools administered by the members of the community to establish the status of the community's resources.

3.4.1 Orientation

The PRA concept and other planning tools are first introduced during a meeting of the Liga ng mga Punong Barangay by the Staff of the Office of the City Planning and Development Coordinator (OCPDC). This activity is again conducted by the OCPDC Staff this time with the technical Working Group (TWG) of the barangay and other stakeholders.

3.4.1.1 Preparation of the Orientation Program by the OCPDC

Orientation on Participatory Resource Assessment (PRA) Tools
May 22, 2006
Villakananga Barangay Hall
Barangay Villakananga, Butuan City

Time	Topic	Speaker
1:00	Registration	Ms. Raquel P. Mapula
1:30	Opening Prayer	Kagawad Mariano L. Albay
1:40	Pambansang Awit	Ms. Myrian M. Hallera
1:45	Welcome Remarks	PB Vincent B. Aguillon
2:00	Orientation of TWG	Engr. Merlinda D. Morin
2:15	Orientation of PRA Table #1 (Historical Timeline)	Engr. Merlinda D. Morin
2:30	Orientation of PRA Table #2 (Organizational Rating)	Engr. Merlinda D. Morin
2:40	Orientation of PRA Table #3 (Seasonality Matrix: Cropping Cycle)	Engr. Merlinda D. Morin
3:00	Orientation of PRA Table #4 (Seasonality Matrix: Household Events)	Engr. Merlinda D. Morin
3:15	Break (Snack)	
3:20	Orientation of PRA Table #5 (Gender Time Line)	Engr. Merlinda D. Morin
3:35	Orientation of PRA Table #6 (Gender and Environment Historical Transect)	Engr. Merlinda D. Morin
3:40	Orientation of Figure 1 (Income and Expenditure Tree)	Engr. Merlinda D. Morin
4:00	Open Forum (Clarification)	Participants
4:30	Closing Remarks	Kagawad Roel G. Pacturan

3.4.1.2 Orientation Proper

During an orientation meeting, the OCPDC explains to the TWG and other barangay stakeholders the relevance of the PRA as a planning tool in the development of the community. Information generated from this tool are classified in seven (7) tables and one figure.

3.4.1.3 Participatory Resource Assessment (PRA) Table #1- Historical Events and Timeline

The table provides information on the historical and important events that occur in the barangay. The enumeration of events shall start from the very existence of the barangay including the problems and issues related to those events. It also contains the different programs and projects undertaken. Also listed are all the awards received by the barangay, its first leaders in the community, the ordinance or any proclamation when barangay was created or got its name and other significant accomplishments.

The Technical Staff of the City Planning explains how to fill-up the form for PRA Table#1. The Technical Working Group (TWG) has to fill-up the form in consensus.

PRA Table # 1
Historical Timeline of Barangay Dagsukan

Year	Important Events	Problems / Issues

The year when the event started is indicated here

The important events are enumerated here

The problems/ issues encountered are listed here

3.4.1.4 PRA Table #2 – Organizational Rating

The organizational performance of the council can be measured through validation using *PRA Table #2*. Activities in the areas of policy, delivery of basic needs and other activities performed by the council are assessed. It checks the functionality and effectiveness of the performance of leaders in the barangay through the application of a rating system. An accomplished or filled-up form documents the assessment of the Organizational Capability of the council.

PRA Table # 2
Organizational Rating

Activities	Performance				
	1	2	3	4	5
1. Formulating Ordinance > Taxation > Social Welfare					
2. Approval of Supplementary Budget					
3. Maintenance of Equipments					
4. Recommendation to the SP					
5. Help on organizing cooperatives					
6. Provide needs for Lupon Tagapamayapa					
7. Organize lectures and programs on community problems					
8. Provide for delivery of basic needs					
9. Conduct Barangay General Assessment two (2) times a year					

Legend :

- 1 - *Poor*
- 2 - *Unsatisfactory*
- 3 - *Satisfactory*
- 4 - *Very Satisfactory*
- 5 - *Outstanding*

The Performance rating per activity using the legend below is supplied and decided upon in consensus by the TWG.

3.4.1.5 PRA Table #3 – Seasonality Matrix: Cropping Cycle

The different types of crops including vegetables most commonly planted in the community are listed in this table. The barangays responding to this form are usually from the rural areas. Also reflected are the planting and harvesting months of the crops. For example, if the planting month for corn is June, **(P)** is indicated under the month of June and if the harvest time is November, **(H)** is shown.

Crops or agricultural products are specified here.

PRA Table # 3
Seasonality Matrix : Cropping Cycle

CROPS	Jan.	Feb.	Mar.	June (P)	Oct. H	Nov.	Dec.
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							

This form shows the availability and presence of different agricultural products in the area. The barangay then could be identified on the type of agricultural products they produce and may be assessed on the most suitable product to be produced for optimum utilization of resources.

3.4.1.6 PRA Table #4- Seasonality Matrix: Household Events

Participatory Resource Assessment (*PRA*) *Table #4* relates the events being undertaken by the household especially on the activities pertaining to education, common health problems, regional, cultural and political. The availability of food and water is also included as to whether it is abundant or present in the community.

All the activities and events undertaken for the whole year are listed down. The staff explains each activity identified in the form, such as:

- Educational Activities – school-related activities like enrolment, graduation, Linggo ng Wika, Nutrition month, etc.
- Health Problems – common health problems encountered in the community.
- Regional / Cultural – regional and cultural activities like Araw ng Barangay, Barangay Fiesta, etc.
- Political – political activities like national, city or barangay elections.
- Availability of Food – all the food that are available in the community such as rice, fish and meat.
- Availability of Water – availability of potable water, the type of system (level 1, 2, 3), etc.

PRA Table # 4
Seasonality Matrix / Household Events

Household Event	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
1. Educational Activities												
2. Health Activities												
3. Regional / Cultural												
4. Political												
5. Availability of Food												
6. Availability of Water												

The activities and programs of the school for the whole year are listed down

3.4.1.7 PRA Table #5 – Gender Time Line

The table lists the activities undertaken by both men and women productive or reproductive. Productive activities are activities that contribute to the increase of family income and/or additional knowledge/skill of the family member. Reproductive activities, on the other hand, refer to activities that have some bearing on the capacity of the family to procreate and preserve its existence. It refers to family welfare activities like, child bearing, child caring, food preparation, water and fuel collection, recreation, housekeeping, family health and shopping.

PRA Table # 5
Gender Time Line

Time	Activities Undertaken by Men		Activities Undertaken by Women	
	Productive	Reproductive	Productive	Reproductive
03:00 AM				
04:00				
05:00				
07:00				
08:00				
09:00				
10:00				
11:00				
12:00				
01:00 PM				
02:00				
03:00				
04:00				
05:00				
06:00				
07:00				
08:00				
09:00				
10:00				

The time when the activities or work started is indicated here: Ex: 5:00 A.M.

The kind of work undertaken that contributes knowledge or income

The kind of work undertaken for the family to procreate/ preserve its existence

With this activity, participation rates of men and women may be determined and the information derived will provide the basis in assessing the level of Transformation of Gender Relations. The transformation may take the form of changing the way women and men relate to one another from that of domination/subordination to that of equality and empowerment, thus facilitating their participation in the productive sector.

3.4.1.8 PRA Table # 6 - Gender and Environment Historical Transect

The table refers to environment, gender, peace and unity and poverty related events that usually occur in the community. It reflects the past and present situation with the corresponding reason why it happened.

- Environment – stating the past and present situation of the environment in the community.
- Gender – reflects the past and present situation/ practices for both men and women in the community
- Peace and Unity – reflects the past and present situation involving peace and unity in the family.
- Poverty –covers the top ten (10) MBN and IRAP survey results of the barangay

The information generated is significant in identifying issues and concerns and determining possible solutions.

Sector	Before	Now	Reason(s)
1. Environment			
2. Gender			
3. Peace & Unity			

The past situation on the environment, gender, peace & unity and poverty are each noted here

The reason or the cause why they happened

The present situation/ status of the same

3.4.1.9 PRA Table # 7- Strengths, Weaknesses, Opportunities and Threats (SWOT) Tool

The activity is mainly an orientation about the SWOT as a tool in barangay planning. The table is shown to the TWG for familiarization. More detailed discussion of the tool is done during a planning workshop.

The SWOT technique is another tool in identifying critical or significant information about the barangay. It is applied in assessing the past, present, and future situations in the area in order to identify internal and external factors that could inhibit, limit or benefit the socio-economic development of the barangay. The internal factors are the **Strengths** and **Weaknesses** (limitations), while the external factors are the **Opportunities** and **Threats**.

PRA Table # 7
Strengths, Weaknesses, Opportunities and Threats
(SWOT) Matrix

Strengths	Weaknesses	Opportunities	Threats

3.4.1.10 Figure 1- Income and Expenditure Tree

There are inequalities and differences in wealth among households in a community depending on their income and expenditure. These differences influence or determine people's behaviors, coping strategies and views in participating in community development.

The *Income-Expenditure Tree* is one tool that can be applied to determine these differences. It may help:

- Investigate perception of wealth differences and inequalities in a community, i.e. in households with more income, more expenses are also derived.
- Establish the relative position of households in a community. The wealthier the family, the better is chance for its members to occupy higher positions in the community.
- Discover local indicators and criteria of wealth and well-being. Once this tool becomes fully appreciated, more indicators on measuring the level of better life attained maybe derived, therefore making the evaluation process more realistic.

The tool also reinforces the assessment of the level and transformation of gender relations previously discussed under the PRA Gender Time Line exercise.

In the illustration, it is indicated on the leaves of the tree on separate sides and in different colors the expenses of the men and women in the order of priority from the highest to the lowest. Under the tree are the means by which income is earned by both men and women. These, too, are entered on the opposite sides of the tree. This configuration facilitates the appreciation and skill of the community in determining the level of participation of men and women in the productive sector, thereby, providing a basis in prioritizing programs/projects.

PRA Table # 10
Income – Expenditure Tree



Instructions :

- On the leaves of the tree are expenditures of men / women in separate sides and in different colors
- Under the tree are the means by which income is earned by both men and women in different sides and in different colors

3.4.2 Focus Group Discussion (FGD) by the TWG

The TWG schedules a meeting to conduct an FGD on the PRA with the assistance of the OCPDC staff assigned.

3.4.2.2 FGD on the PRA

The TWG discusses as the necessary inputs in assessing their barangay through the PRA forms. The discussion is presided over by the Punong Barangay or any designated official of the barangay who has undertaken an orientation on PRA.

The TWG then fills up the PRA forms in accordance with what they have decided and agreed upon during the FGD.

3.4.3 Finalization and Submission

The filled-up forms (still in draft form) are submitted to the OCPDC for encoding and reproduction as an input to the seminar workshop.

Following are examples of filled up PRA forms:

PRA Table # 1
Historical Timeline of Barangay Villa Kananga



Year	Important Events	Problems / Issues
1998	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
1999	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2000	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2001	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2002	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2003	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2004	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2005	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2006	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2007	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2008	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2009	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2010	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2011	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2012	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2013	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2014	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2015	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2016	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2017	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2018	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2019	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2020	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2021	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT
2022	ISSUANCE OF ORDINANCE ON THE ANTI-DRUG ACT AND PROHIBITION ON SELLING OF DRUGS	DRUGS PROHIBITION AND ANTI-DRUG ACT

PRA Table # 2
Organizational Rating

Activities	Performance				
	1	2	3	4	5
1. Formulating Ordinance > Taxation > Social Welfare			X		
2. Approval of Supplementary Budget			X		
3. Maintenance of Equipments			X		
4. Recommendation to the SP			X		
5. Help on organizing cooperatives				X	
6. Provide needs for Lupon Tagapamityapa				X	
7. Organize lectures and programs on community problems			X		
8. Provide for delivery of basic needs				X	
9. Conduct Barangay General Assessment two (2) times a year			X		

Legend :

- 1 - Poor
- 2 - Unsatisfactory
- 3 - Satisfactory
- 4 - Very Satisfactory
- 5 - Outstanding

PRA Table # 3
Seasonality-Matrix : Cropping Cycle

CROPS	Jan.	Feb.	Mar.	→	Oct.	Nov.	Dec.
1. RICE	PLANT		HARVEST	MAY		PLANT	PLANT
2. ROOT CROPS			ALL	YEAR	ROUND		
3. VEGETABLES			ALL	YEAR	ROUND		
4. BANANAS			ALL	YEAR	ROUND		
5. MANGO			SPRAYING	SPRAYING	HARVEST	HARVEST	
6.							

Table # 4
Seasonality Matrix: Household Events

Household Event	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
1. Educational Activities • ARTS, CULTURAL ACTIVITIES • MUSIC ACTIVITIES • VISITING FRIENDS • VISITING RELATIVES • VISITING NEARBY • VISITING DISTANT	X	X	X									
2. Health Problems • COLIC AND PNEUMONIA • DIARRHEA • DYSENTERY • MEASLES • MALARIA	X	X	X									
3. Regional / Cultural • BIRTH RITES • BAPTISM RITES • BIRTH CELEBRATION												
4. Political • BAPTISM RITES												
5. Availability of Food • DRY • DRY CROP • DRYING • VEGETABLE • FRESH (FRUIT) • MEAT AND BIRD • MILK			ALL YEAR									
6. Availability of Water • HIGH WATER LEVEL • METEOROLOGICAL • DRY WIND • RAIN			ALL YEAR									

Table # 5
Gender Time Line

Time	Activities Undertaken by Men		Activities Undertaken by Women	
	Productive	Reproductive	Productive	Reproductive
03:00 AM				
04:00				
05:00				
07:00				
08:00				
09:00				
10:00				
11:00				
12:00				
01:00 PM				
02:00				
03:00				
04:00				
05:00				
06:00				
07:00				
08:00				
09:00				
10:00				

Table # 6
Gender and Seasonality Matrix: Market

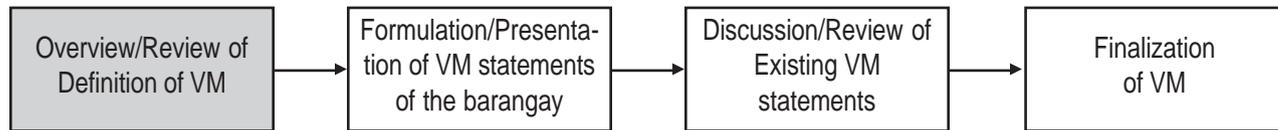
Season	Market	Price	Quality
1. DRY	• MARKET • MARKET	• HIGH • HIGH	• LOW • LOW
2. WET	• MARKET • MARKET	• LOW • LOW	• HIGH • HIGH
3. RAIN	• MARKET • MARKET	• HIGH • HIGH	• LOW • LOW

4.0 Formulating/Revisiting Barangay Vision and Mission (VM)

Setting the strategic directions for the barangay begins with a clear statement of its vision and mission. Being an important part in the planning process, a vision and mission statement has to be formulated by the barangay.

The Technical Working Group (TWG) that will formulate the VM of the barangay undergoes a visioning exercise. This activity informs them that formulating a VM statement involves all stakeholders in the barangay in a collective and participatory process.

The VM statement should be brief, catchy, easy to remember, inspiring and a challenge to future development. It should focus on what the barangay wants to become, not necessarily on what or where it is now.



4.1 Overview/Review of Definition of Vision and Mission (VM)

A discussion/review about VM is undertaken by the facilitator to the barangay TWGs to let them know the definition of these terms.

4.1.1 What is a Vision?

A vision is the stakeholders' shared image of the barangay's future. It answers the question "How do you see your barangay in the future?" Or "what do you want your barangay to become?"

4.1.2 Why is a Vision important?

- A widely shared vision is the most powerful engine that drives community to progress.
- It serves as the driving force that moves the whole community toward the achievement of a common development direction.
- It provides direction and guides development efforts of the community.

4.1.3 What should we keep in mind when formulating a Vision?

- It is simple.
- It engages our hearts and minds
- it is an assertion of what we want to happen.
- it gives hope for the future.
- it is a living document that can always be changed.
- it is a road map for change.

4.1.4 Benefits of having a Vision Statement

- Pride and purpose
- Clear sense of direction
- Sense of how things can be done
- Forward looking and idealized image

4.1.5 What is a Good Vision?

- Captures the aspirations of the people in the community addressing their different needs and interests and is shared by all sectors of the community.

- Is attractive, ambitious and achievable.
- Is consistent with higher and lower level visions.
- Is relatively long term – does not change as often as other components of the Local Development Plan (LDP).

Moreover, a good vision requires consultation and participation of all stakeholders of the locality. It is also necessary that the vision be reviewed regularly to determine whether it is still valid or if further change is in order.

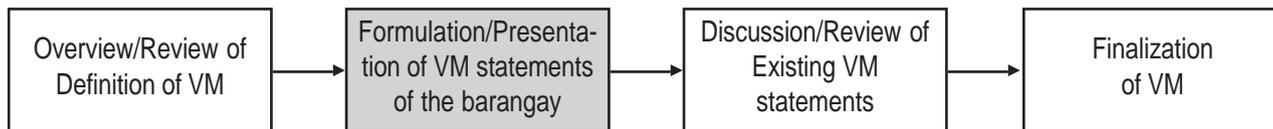
4.1.6 What is a Mission?

A mission answers the question “Why do you exist?” It is sometimes referred to as the purpose. It describes the general thrust of the barangay. It provides a clear view of **WHAT** the barangay is trying to accomplish **FOR** its people and **HOW** it can attain its purpose.

4.1.7 Why is a Mission important?

It helps channel collective action into common direction, so that the peoples’ energies and the barangay’s resources serve a common purpose.

It also provides meaning and motivation, since it can help the people see how their work contributes to the attainment of the vision.



4.2 Formulation/Presentation of VM statements of the barangay

A vision needs to be developed in a collaborative manner. The facilitator gathers together the barangay TWG for the visioning workshop. This activity is relevant to the barangays that do not have existing VM statements. Otherwise, they may just revisit the vision and check if the vision/mission elements are still valid. If the VM statements still holds true, there is no need to restate the vision/mission. If changes are in order, a restatement of the VM is needed.

4.2.1 Steps in formulating/revisiting the VM

4.2.1.1 The TWGs are grouped according to the barangay they belong.

4.2.1.2 The process begins with the facilitator presenting the trigger or focus question.

The trigger or focus question is something like this:

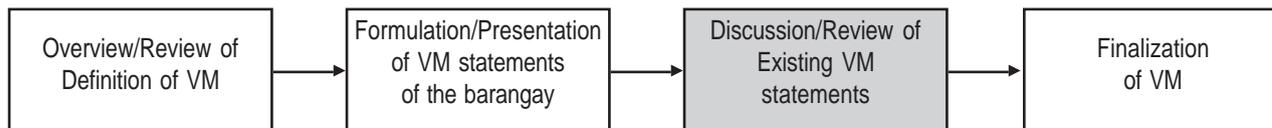
“Unsay inyong gustong makita o mahitabo nga mga kalambuan sa inyong barangay sa umaabot nga mga katuigan?”

“What developments would you like to see or happen in your barangay in the next years to come?”

4.2.1.3 The members of the TWG are given time to individually reflect on the focus question. Meta/idea cards are then given to write their ideas in 5 to 7 words. They are instructed to write in big, bold letters.

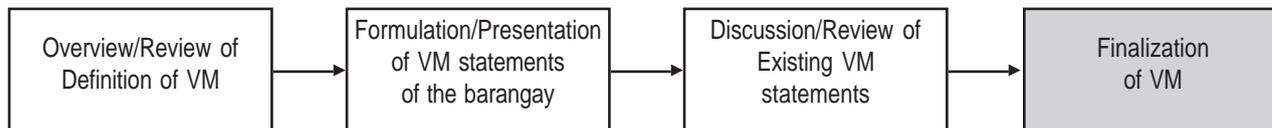
4.2.1.4 The group is asked to paste the picture of the desired future state of their barangay through the meta/idea card. Common ideas are grouped/merged based on the participants’ presentation. A title is then given to the merged ideas.

- 4.2.1.5 At the end of the presentation, the facilitator makes a synthesis of the group's output and validate with the participants the common ideas for the barangay vision.
- 4.2.1.6 The group is asked to make a draft vision statement based on the identified elements by the designated recorder.
- 4.2.1.7 The draft vision is presented to the group for comments and validation. It is advised that the group be reminded of the criteria of a good vision statement in evaluating the formulated vision statement.
- 4.2.1.8 After crafting the vision statement, the facilitator leads the TWG in formulating the mission statement.
- 4.2.1.9 The steps involved in helping the TWG formulate their mission statement are very similar to the visioning exercise. However, the trigger question to be used will vary. The trigger question is something like this:
“Unsa ang inyong tahas aron makab-ot ang inyong mga panglantaw alan sa barangay?”
“What is your mission to attain the vision of your barangay?”
- 4.2.1.10 The group that crafted the vision statement is the same group to craft the mission statement. The group is reminded that the following elements of the mission statement should be present: a clear view of WHAT the barangay is trying to accomplish FOR its people and HOW it can attain its purpose.



4.3 Discussion/Review of existing VM statements

If the VM statements are available, the TWG may just revisit the vision/mission and check if the vision/mission elements are still valid. If it still holds true, there is no need to restate the vision/mission. If changes are in order, a restatement of the VM is needed.



4.4 Finalization of the VM statements

The group finalizes the vision statement taking into consideration the group's comments and suggestions.

Vision and Mission Statements of Barangay Los Angeles

Barangay : **LOS ANGELES**
Classification : *Rural*

**VISION**

A tourist destination barangay of Butuan City, with agriculturally productive, economically stable and God-fearing citizenry living in a peaceful and ecologically balanced environment complemented with complete infrastructure facilities and social services.

**MISSION**

- Act as prime mover in the implementation of barangay laws and ordinances;
- Take the lead in the implementation of programs and projects beneficial to the barangay;
- Act as role model and front liner in achieving unity and progress of the community; and
- Maximize effective mobilization and access to resources

5.0 Situational Analysis (SA)

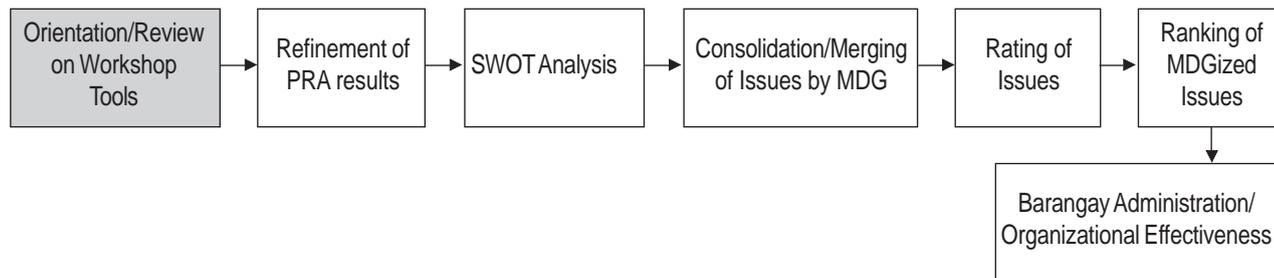
A thorough and correct understanding of the situation is important in the formulation of a good barangay development plan. That is why SA is a significant step in the planning process and the basis of all the succeeding steps in planning.

The TWG needs to undertake a comprehensive situational analysis because a poor SA could result in a poor or ineffective plan.

A situational analysis is conducted to have a complete understanding of the community in order to know its development concerns and the people and area affected by the problems. This is usually done in a workshop in coordination with the Office of the City Planning and Development Coordinator (OCPDC) and other concerned offices.

What is a good SA?

- A good SA contains an accurate and comprehensive view of the conditions of a locality.
- It is based on adequate, timely, relevant and reliable data and information.
- It takes into consideration the different needs of men and women in the community.



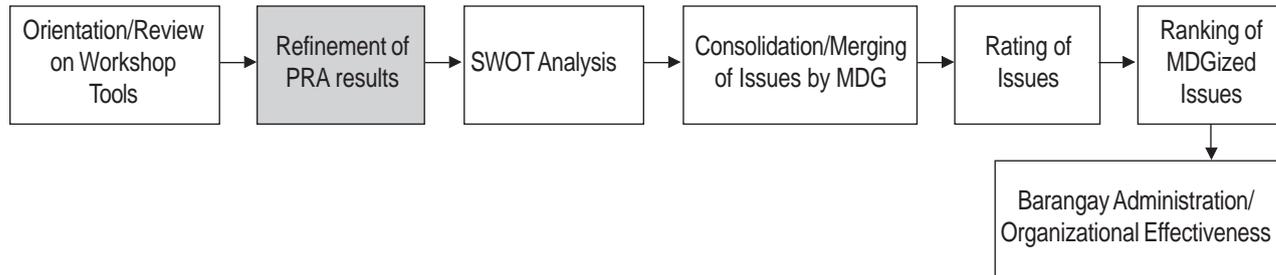
5.1 Reorientation/Review on Workshop Tools

A reorientation/review on the planning tools/concepts is conducted by the facilitator with the barangay TWGs during a Barangay Development Plan (BDP) formulation workshop.

5.1.1 What are these tools/concepts?

- *Minimum Basic Needs (MBN)*
Analyzes the basic needs profile of individual households using indicators categorized into three (3) dimensions of human development: survival, enabling and security.
- *Integrated Rural Accessibility Planning (IRAP)*
Checks the accessibility component of services such as water, school, health facility and inter and intra road network in the community.
- *Participatory Resource Assessment (PRA)*
Studies in detail other areas of the community particularly the issues and problems not mentioned in the previous tools.

- *Millennium Development Goals (MDGs)*
Roadmap for meeting the commitments of the Millennium Declaration which have been internationally accepted as a common global development framework.
- *Rights-Based Approach (RBA) to Development*
A conceptual framework for the process of human development that is normatively based on international human rights standards and operationally directed to the promotion and protection of human rights. Essentially, the RBA integrates the norms, standards and principles of international human rights system into the plans, policies and processes of development and governance.



5.2 Refinement of Participatory Resource Assessment (PRA) results

Participatory Resource Assessment (PRA) tables are previously presented in the barangay. TWGs are instructed to fill-out the tables and agree among themselves the responses they make. The duly filled-out tables are to be submitted to the Office of the City Planning and Development Coordinator. They are also instructed to see the OCPDC staff concerned if questions about the tables arise.

Before the workshop starts, PRA tables 1-6 and Figure 1 are presented in plenary by the facilitator/moderator. The forms are discussed one by one.



5.2.1 Steps in Validating PRA

5.2.1.1 The duly filled-out PRA tables are distributed to the respective barangay TWGs.

5.2.1.2 The group is asked to review and comment on the duly filled-out PRA forms.

With the facilitator leading the group, the filled-out forms are reviewed one by one. The first form that is commented upon by the group is *PRA 1*, which is the historical timeline of the barangay. It is followed by *PRA 2*, which is the organizational rating. Next is *PRA 3* – seasonality matrix: cropping cycle, *PRA 4* – seasonality matrix: household events, *PRA 5* – gender time line, *PRA 6* – gender and environmental historical transect and lastly, Figure 1 – income and expenditure tree.

5.2.1.3 Corrections/additional information provided by the group are added/written on the worksheets.

PRA Table # 3
Seasonality Matrix : Cropping Cycle
Barangay Mahay

CROPS	Jan.	Feb.	Mar.	→	Oct.	Nov.	Dec.
1. Rice		P		H-May		H	
2. Corn			P	P-April	H		
3. Coconut			H	H			
4. Banana	H - monthly						
5. Sesame seeds			P	H-July			
6. Squash			P	H-July			
7. Vegetables							
• Eggplant			P				
• Petchay			P				
• Stringbeans			P				
• Cucumber	H - Every July		P				
• Tomato			P				
• Aisal			P				
• Ulo			P				
8. Rootcrops							
9. Mango	H - July						

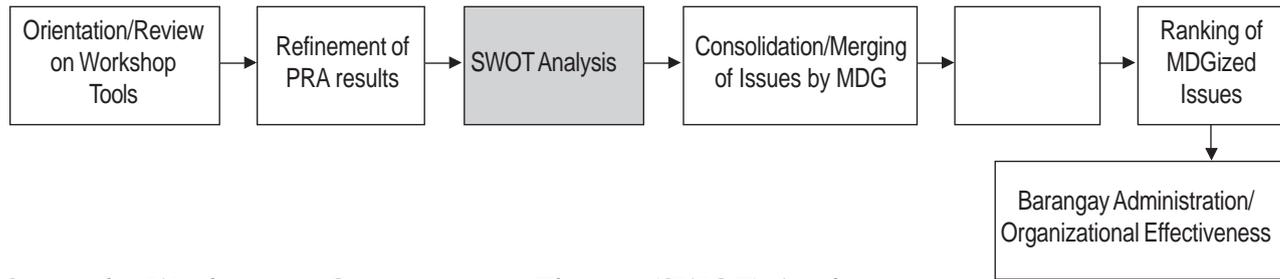
Legend: P- Planted
H- Harvested

PRA Table # 4
Seasonality Matrix : Household Events
Barangay Mahay

Household Event	Jan.	Feb.	Mar.
1. Educational Activities			
> Enrollment/DepEd-DECS			
> Nutrition Month			
> Linggo ng Wika			
> King & Queen			
> <i>Atensanan</i>			
2. Health Problems			
> Measles			
> Tuberculosis			
> Diarrhea			
> Influenza			
3. Regional / Cultural			
> Annual Fiesta			
> Barangayan			
4. Political			
> <i>Noni</i>			
> <i>Collection of crop</i>			
> Barangay Election			
5. Availability of Food			
> Rice			
> Corn			
> Root crops			
> Vegetables			
> Mango			
> Meat/Chicken			
> Coconut			
> Banana			
6. Availability of Water			
> Rain			
> Deep Well			
> Water District			

PRA Table # 5
Gender Time Line
Barangay Mahay

Time	Activities Undertaken by Men		Activities Undertaken by Women	
	Productive	Reproductive	Productive	Reproductive
03:00 AM	Prayer	Prayer	Prayer	Prayer
04:00		Cook		Preparing breakfast for
05:00	In the farm		Feeding	
07:00		Breakfast		Breakfast
08:00	In the farm		Laundry	Laundry
09:00	Farm		Laundry	Laundry
10:00	Farm			Cook lunch
11:00	Rest			Prepare lunch for children
12:00		Lunch		Lunch
01:00 PM	In the farm			Cleaning the house
02:00	Farm			Rest
03:00	Farm		Sewing	Sewing
04:00	Farm		Sewing	Sewing
05:00	Feeding pigs/chicken			Cleaning and preparing dinner for
06:00		Cook	Prayer	Prayer
07:00		Dinner		Dinner
08:00	Watch TV News			Watch TV News
09:00	Rest/sleep			Assist children in school assignments
10:00				Rest/sleep



5.3 Strengths-Weaknesses-Opportunities-Threats (SWOT) Analysis

A comprehensive view about the situation of the barangay can also be drawn through the conduct of the SWOT Analysis. This involves the assessment of the environment, the internal and external conditions of the community.

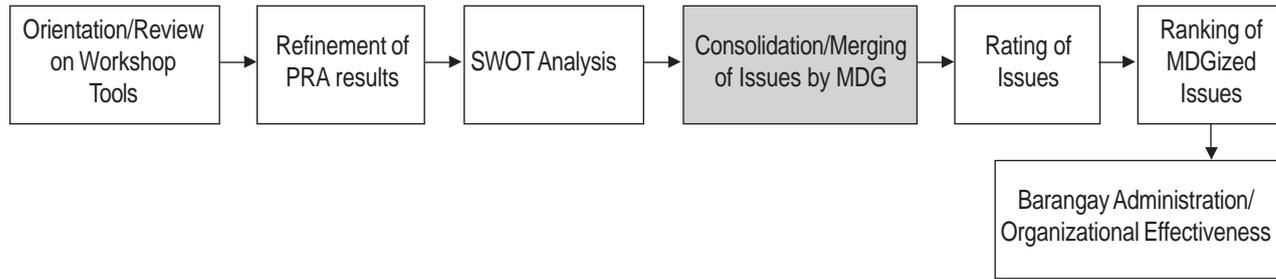
As planners, the TWGs of the barangay need to know and understand the conditions of their place to be able to conduct the SWOT Analysis.

SWOT Analysis provides options for identifying and choosing appropriate solutions to address the problem situations.

What is SWOT?

SWOT stands for Strengths, Weaknesses, Opportunities and Threats.

Strengths and Weaknesses refer to the internal environment of the barangay. Opportunities and Threats refer to the external environment of the barangay. In another manner, strengths answer the question, “what do we do well?” Weaknesses answer the question, “what is wrong now?” Opportunities answer the question, “what opportunities are there?” Threats answer the question, “what can go wrong?”



5.4 Consolidation/Merging of Issues by MDGs

A long list of problems/issues is generated by the TWG. This list is composed of the Top MBN and IRAP issues and the SWOT analysis.

Consolidation/merging of identical/similar problems/issues is necessary for the TWG to come up with a short list of issues/problems.

The short listed issues/problems are then classified according to the MDG where they belong.

5.4.1 Steps in consolidating/merging of issues/problems by MDGs

5.4.1.1 From the SWOT analysis, the facilitators pick up the Weaknesses and Threats and paste them in a separate manila paper.

5.4.1.2 The identified Top MBN and IRAP issues, on the other hand, are also pasted on separate manila papers using colored papers; one (1) color for MBN generated issues, one (1) for IRAP, and one (1) for common MBN/IRAP issues. This is done prior to the conduct of the seminar by the facilitators.

S Strengths	W Weaknesses	O Opportunities	T Threats
Presence of Poultry and Piggy Farms	Lack of farm to market roads	Development of Dinakpan Falls	Flooding
Presence of PAUL-RICE	Lack of Potable water supply	Development of Man-made lagoon	Health hazard
Traverse by National Highway	Schistosomiasis infected area	Underground geasous element	Pollution of Man-bulua Creek
Rice producing barangay	Insufficient water for irrigation	Access to funding support	Market site under protest
Wide Agricultural Land	Lack of School and Prgy facilities	Dev't of Manolum River for tourism	
Develop idle land for Agricultural use	Lack of Livelihood Financial Assistance		
Presence of Rice Mill & Factory			
Hilly Mountain side suitable for cattle raising			
Presence of Mini-Market			

SWOT Issues

TOP 10 MBN Problems/Issues
Non-ownership of house lots
Family income below subsistence threshold
Children 3-5 yo not attending Day Care/Pre-School
Couples not practicing Family Planning
Non-participation to associations for community dev't.
Family members not able to vote during election
Children 13-16 yo not attending High School
Children 6-12 yo not attending Elementary School
Family members 18yo & above unemployed
Family without access to potable water

MBN Issues

IRAP Issues
Inadequate fuel source
Lack of farm to market roads
Lack of Agricultural inputs
Lack of classrooms and Teachers
JOBS
Inadequate water supply

IRAP Issues

*Common MBN and IRAP issues would have the same color-coded cards.

5.4.1.3 All issues are then reviewed carefully by the TWG with the guidance of the facilitators. Issues identified in the Weaknesses and Threats (SWOT) list are merged with the issues already identified in the MBN/IRAP list.

5.4.1.4 All issues (SWOT, MBN, IRAP) are then consolidated as illustrated below:

Non-ownership of house lots	Children 6-12 y.o not attending Elementary School	Lack of potable water	Flooding
Family income below subsistence threshold	Family without access to potable water	Lack of farm to market roads	Health hazard
Children 3-5 y.o not attending Day Care/Pre-School	Family members 18 y.o. & above unemployed	Schistosomiasis infected area	Pollution of Mam-butua Creek
Couples not practicing Family Planning	No Health Center, lack of medicines & other supplies	Insufficient water for irrigation	Market site under protest
Non-participation to association for community dev't.	Distance of fuel source	Lack of School and Proj. facilities	
Family members not able to vote during election	Lack of classrooms & Teachers	Lack of Livelihood Financial Assistance	
Children 18 y.o not attending High School	High maintenance cost of farm to market roads	DRUG Addiction	

Consolidated SWOT (W & T), MBN & IRAP Issues

5.4.1.5 The consolidated issues/problems are then classified according to the MDG they belong.

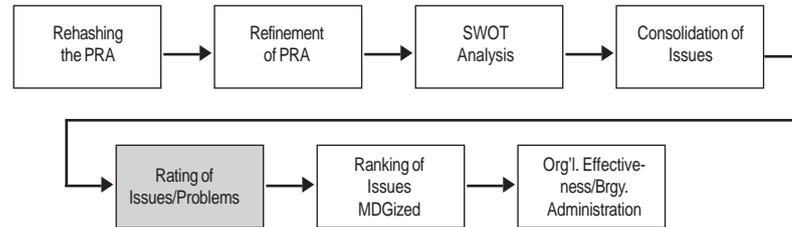
5.4.1.6 The designated recorder shall write down the result of this part of the workshop in *BDP Matrix 2*.

BDP Matrix 2

CONSOLIDATED ISSUES & PROBLEMS
by Millennium Development Goal

Barangay: Hobog

No.	Issues & Problems	MD Goal
1	Lack of Funds for Farmers	1
2	Lack of Access to Farm Technology	1
3	Lack of Farming Equipment	1
4	Low Yielding of Local Rice	2
5	People not practicing family plan	5
6	People engaged not self-employment	2
7	Lack of access to credit services	1
8	Implementation of Sustainable Farming Method	2
9	Construction of Irrigation System	2
10	Access to Market for Rice	2
11	Lack of value chain concept for rice	2
12	Lack of Access to Extension	2
13	Lack of government support	2
14	Lack of Policy Evaluation (Prog. Ind)	2
15		



5.5 Rating of Issues/Problems

The process starts with the consolidated issues described in the previous process.

This activity uses form *BDP Matrix 3-B (Rating of Consolidated Problems and Issues)* that is distributed to each member of the TWG. Group facilitators encourage every member's participation in the exercise to ensure inclusion of the issues/problems of the sector they represent.

- 5.5.1 Problems/Issues are transposed/copied from *BDP Matrix 2 (Consolidated Issues & Problems)* or from the manila paper, where the metacards containing the Consolidated Issues & Problems are arranged according to MDG to *BDP Matrix 3-B (Individual Rating Sheet)*. The consolidated issues and problems should have been arranged according to MDG for appreciation of what goal has the most and the least issues and problems.
- 5.5.2 Each TWG member rates each Problem/Issue on a scale of 1-5, where 1 is the least problematic and 5 the most problematic.
- 5.5.3 The accomplished form is then submitted to the facilitator for tallying.

Problems & issues identified in BDP Matrix 2 are transposed here, according to goal.

BCP Matrix 3-B
 Brgy. _____

Rating of Consolidated Problems & Issues
 By Millennium Development Goal (MDG)
 (For individual rating)

Goal	Problems/Issues	Rating
1		
Eradicate Extreme Poverty & Hunger		
2		
Achieve Universal Education		

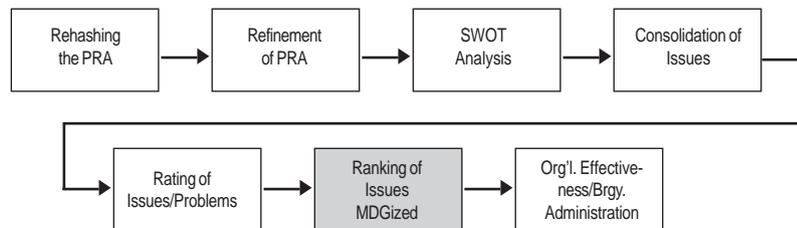
Rating of Problems & Issues are in a scale of 1 as the least problematic & 5 the most problematic.

BCP Matrix 3-B
 Brgy. _____

Rating of Consolidated Problems & Issues
 By Millennium Development Goal (MDG)
 (For individual rating)

Goal	Problems/Issues	Rating
1		
Eradicate Extreme Poverty & Hunger		
2		
Achieve Universal Education		
3		
Combat HIV/AIDS, Malaria & Other Infectious Diseases		
4		
Ensure Environmental Sustainability		
5		
Develop a Global Partnership for Development		

Legend:
 5 - Grabe ka daku nga problema (pinaka problema)
 4 - Grabe-grabe nga problema
 3 - Nagsugod na pag-grabe nga problema
 2 - Medyo problema
 1 - Problema gamay



5.6 Ranking of MDGized Issues / Problems

An output of this activity is the Top 10 Problems/Issues after rating them individually. *Form BDP Matrix 3-A* will show in one document the number of issues/problems for each MDG and how it ranked with the others. The result of this exercise will be addressed in the ensuing activity.

- 5.6.1 The Facilitator or assigned recorder copies the goals and the related problems/issues from *BDP Matrix 3-B* to columns 1 and 2 of *BDP Matrix 3-A*.
- 5.6.2 The individual ratings of each member of the TWG are tallied in the following columns beginning column 3 onwards under their respective names.
- 5.6.3 The ratings for each problems/issues are added horizontally to the Total column.
- 5.6.4 Out of the totals, the highest number is identified as rank 1, next as rank 2, and so on until rank 10.

Guideline:

- There are times when more than one issue occupy the same rank. In this case, let the group decide whether to rank the tied issues again or leave it as is.

All the issues/problems per MDG are copied from BDP Matrix 3-B to this columns.

BDP Matrix 3-A
 Brgs: _____
Consolidated Rating and Ranking of Problems/Issues (OVERALL)
 By Millennium Development Goal (MDG)

Goal	Problems/Issues	Y W G Member (Name) / Rating										Total	Rank		
		Linoy	Samah	June	Margie	Pat									
1	Eradicate Extreme Poverty and Hunger														
2	Achieve universal primary education														
3	Improve														

Consolidated Rating and Ranking of Problems/Issues (OVERALL)
 By Millennium Development Goal (MDG)

Goal	Problems/Issues	Y W G Member (Name) / Rating										Total	Rank		
		Linoy	Samah	June	Margie	Pat									
1	Eradicate Extreme Poverty and Hunger														
7	Ensure Habitat & Environmental Sustainability														
8	Develop a Global Partnership & Enhance Local Governance														

All the entries for each problem are added to the Total column.

From the Total column, the highest to the lowest number are taken as ranks.

The rating for each individual rater are tallied on the assigned column.

5.7 Finalizing the Top Ten Problems / Issues

5.7.1 The recorder lifts from *BDP Matrix 3-A* the top 10 problems starting from the highest to the lowest and writes them on the *BDP Matrix 3*.

BDP Matrix 3

Barangay _____

TOP TEN (10) PROBLEMS / ISSUES

MD GOAL (Pts. indicate)	Problems/Issues	Rank

The rank of each problem/ Issue is transposed as it appeared in *BDP Matrix 3-A*.

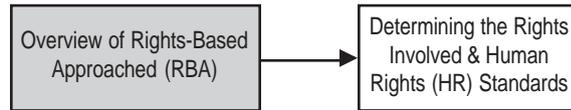
The problems and issues from *BDP Matrix 3-A* are lifted and copied to *BDP Matrix 3*, according to goal.

BDP Matrix 3

Barangay Buhangin

TOP TEN (10) PROBLEMS / ISSUES

MD GOAL (Pls. indicate)	Problems/Issues	Rank
7	Demolition due to danger area	1
1	Poverty	2
1	Juvenile delinquency (stealing)	3
7	Family w/o houselots	3
8	Rampant drug addiction	3
1	Income below subsistence threshold level	4
1	Unemployment	5
5	Premarital sex / Teenage pregnancy	6
2	Children 15-16 yrs. old not in high school	7
2	Parents' low regard to education	8
5	Couples not practicing family planning	8
5	Couples w/o access to family planning services	8
2	Children 6-12 yrs. old not in elementary school	9
2	Children 3-5 yrs. old not attending day care/ pre-school	10



6.0 Integration of RBA to Ranked Issues & Problems

6.1 Overview of the RBA

This part aims to guide the participants in mainstreaming human rights and the Rights-Based Approach (RBA) in the formulation of the BDP. It ensures that the participants are able to identify the rights involved and ensure that the human rights standards or normative content are observed in the formulation of the strategic objectives.

For example, unemployment is one of the most common problem in the barangays of Butuan City. The right involved is the right to work. In the formulation of the strategic objective as well as in the development of specific programs and projects to address unemployment, it is important to consider the normative content on the right to work. The standards or normative content of the right to work includes: free choice of employment; just and favorable conditions of work; protection against unemployment; equal pay for equal work; just and favorable remuneration ensuring himself and his family an existence worthy of human dignity; right to form or join trade unions for the protection of his interests; equal opportunity to be promoted in employment, rest leisure and reasonable limitation of working hours, etc.

The RBA pays special attention to the normative content of human rights. It specifies the freedoms and entitlements that spring from each human right, in effect defining exactly what the right means.

RBA ensures the application of human rights norms, standards and principles into the plans and programs at the barangay level.

The rights based approach to development is defined as a conceptual framework for the process of human development that is normatively based on international human rights standards and operationally directed to promoting and protecting human rights. Essentially, the RBA integrates the norms, standards and principles of international human rights system into the plans, policies and processes of development and governance. The objective of RBA to governance and development implies understanding development as the economic, social, cultural and political processes of working towards the universal realization of human rights and freedoms. Human rights norms and standards are incorporated into development plans, policies and processes.

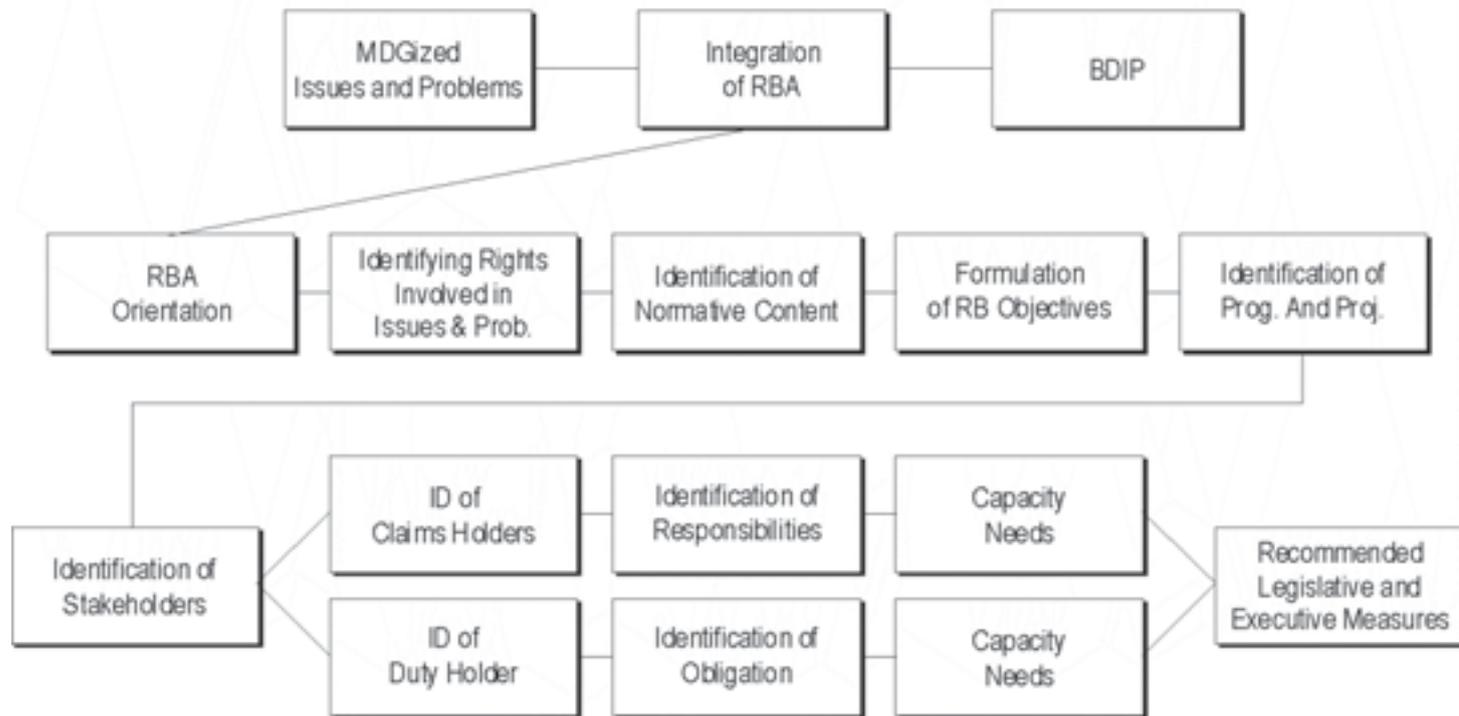
RBA is applied in BDP formulation through a process of mainstreaming involving the following steps:

1. Identification of human rights that cover the pre-identified problems and issues
2. Identification of the human rights standards and normative content of rights involved
3. Formulation of the rights based objective to address the problems and issues
4. Identification of stakeholders, their participation and responsibilities

- a. Claim holder:
 - i. Identification of claimholder or vulnerable group affected by the issues identified or the programs and projects
 - ii. Identification of the participation and responsibilities of claimholders
 - iii. Identification of the capacity needed in realizing the programs and projects
 - iv. Formulation of measures to address the capacity needs of claimholders
- b. Duty holder (referring to state and non-state)
 - i. Identification of duty holder concerned and their relevant mandate/s
 - ii. Identification of the obligation of each duty holder
 - iii. Identification of the capacity needs of each duty holder
 - iv. Formulation of measures to address the capacity needs of duty holder

The following flow will illustrate the process of mainstreaming:

RBA Mainstreaming





6.2 Identifying the Rights Involved and Human Rights (HR) Standards

The process of integrating the rights-based approach in the plan formulation starts in *BDP Matrix 4*.

- 6.2.1 Problems/Issues identified in the previous activity are copied according to MDG from *BDP Matrix 3* to the 1st column of *BDP Matrix 4*. Ex: Problem/Issue “Unemployment of 300 household heads and aged 18 yrs. old and above.”
- 6.2.2 To answer column 2, analyze the problem by associating the kind of human rights violation that occurs based on the problems/issues identified.

For example, the same problem/issue on the “unemployment of 300 household heads and 18 yrs. old and above” – the human rights involved is “the right of everyone to the opportunity to gain his living by work”.

- 6.2.3 For the normative content in column 3, consider the freedoms and entitlements that spring from each human right.

For the previous example, the HR Standards/Normative Content are: right to just and favourable conditions of work, fair wages, equal remuneration for work of equal value without discrimination, remuneration that provides decent living, safe and healthy conditions of work, equal opportunity for promotion, right to rest and leisure, reasonable limitation of working hours. This will also include the right to form trade unions, join trade unions, and organize or join a strike.

BOP Matrix #4

PROBLEMS/ISSUES
Via-à-via HR Standards/Normative Content

Barangay: Butangin

Issues & Concerns per MDG (1)	Rights Involved (2)	HR Standards/Normative Content (3)	Rights-based Objectives (4)	Programs & Projects (5)
Unemployment	Right of everyone to the opportunity to gain his living by work	<ul style="list-style-type: none"> • Remuneration exact provided doesn't bring • Right to just and favourable conditions of work. • Fair wages • Equal remuneration for work of equal value w/o discrimination • Safe + healthy conditions of work • Right to rest + leisure • Reasonable limitations of working hours. 	<ul style="list-style-type: none"> - Reduce by 10% per annum, the number of unemployed 16-18 yrs. above. 	<ul style="list-style-type: none"> • Disabled Program (Skills training + loan assistance) • Business Assistance Program • Labor Fairs/Reports

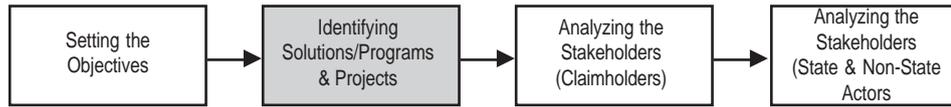
Instructions:

1. Identify Problems/Issues
2. Identify the human rights involved per issue and concern
3. Indicate the normative content per human rights involved
4. Formulate objectives to address the issues and concerns in relation to human rights/normative contents.

Sample output of the participants using the tools during the workshop.



Participants from Barangay Villa Kananga working on the BDP Matrix 4. The photo shows Engr. Merlinda Morin facilitating the group workshop.



7.2 Identifying Solutions to Ranked Issues / Problems

This is the last step in mainstreaming of human rights and of Rights-Based Approach in the formulation of BDP, using *BDP Matrix 4*.

7.2.1 The corresponding programs and projects that will address the problems/issues will then be written on column 5. This will consider access to all programs and resources of both the local, national and private entities as opportunities.

Ex: Livelihood Program (Skills Training and Loans Assistance), Overseas Assistance Program, Jobs Fairs/Referrals, etc.

BDP Matrix #4

PROBLEMS/ISSUES
Vis-à-vis HR Standards/Normative Content

Barangay: _____

Issues & Concerns per MDG (1)	Rights Involved (2)	HR Standards/Normative Content (3)	Rights-based Objectives (4)	Programs & Projects (5)

Programs & Projects required to address the Issues/Problems are entered here.

Instructions:

1. Identify Problems/Issues
2. Identify the human rights involved per issue and concern
3. Indicate the normative content per human rights involved
4. Formulate objectives to address the issues and concerns in relation to human rights/normative contents.

BDP Matrix #4

PROBLEMS/ISSUES
Vis-à-vis HR Standards/Normative Content

Barangay: Butangin

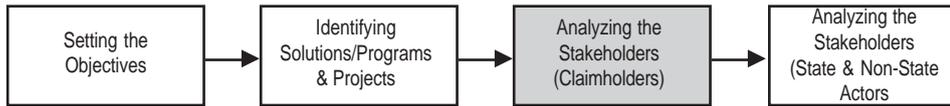
Issues & Concerns per MDG (1)	Rights Involved (2)	HR Standards/Normative Content (3)	Rights-based Objectives (4)	Programs & Projects (5)
Unemployment	Right of everyone to the opportunity to earn his living by work	<ul style="list-style-type: none"> Remuneration that provides decent living Right to just and favourable conditions of work. Fair wages Equal remuneration for work of equal value w/o discrimination Safe + health conditions of work Right to rest + leisure Reasonable limitation of working hours. 	<ul style="list-style-type: none"> Reduce by 10% per annum, the number of unemployed HR Reds + 10% or above. 	<ul style="list-style-type: none"> Skill-based Program (Skills training + loan assistance) Insurance Assistance Program Jobs Fairs/Exhibits

Instructions:

1. Identified Problems/Issues
2. Identify the human rights involved per issue and concern
3. Indicate the normative content per human rights involved
4. Formulate objectives to address the issues and concerns in relation to human rights/normative contents.

Learning Experience

If all participants cannot work on both tools because of time constraint, they may be divided into two (2) sub-groups. Since the stakeholders analysis has two (2) components, one sub-group can work on the claim holder while the other sub-group can work on the duty holder form. Otherwise, all participants will accomplish both forms for stakeholders analysis. It may also be given as homework and output may be discussed the following day.



7.3 Analyzing the Claimholders

For every human right there is a corresponding responsibility. The state has the obligation to respect, protect and fulfill all human rights. The state is the duty holder while the human person is the rights holder or claim holder.

Rights do not exist in a vacuum; they involve responsibilities on the part of the claimholders themselves. Their responsibilities include respecting the rights of others and seeking the well being of all. Although the rights are not conditional on the performance of their duties, every claim holder is also a duty bearer. This follows the notion that in development process, the human being is the subject, active participant, and beneficiary.

SDP Math 84 A

STAKEHOLDERS' ANALYSIS
(Claimholder)

Range: Bidangan

Programs & Projects (I)	Claimholder/Vulnerable Group (II)	Responsibility (III)	Capacity Needs (IV)	Recommended Measures (Legislative/Executive) (V)
Skills based Prog. (Skills Training - some activities)	Unemployed individuals of primary, secondary and vocational levels family village & up to 18 above	Difficult skills train- ing program/learn Practice the learn- ing - Any amount learned	Skills Training on: Moral & Faith Process of Decision making, Problem solving, making to successful production	Appropriation of aid allocating funds for informal skills training and loan assistance to successful production
Business/Service - Once Program	• Skills workers • Semi-skilled workers	• Enhance/upgrade knowledge, techni- cal skills • Update on the age- appropriate equipment	• Enhancement Training/Program Technology Program and Tech Support	Appropriation of aid for the acquisition of new equipment for skills upgrading/ enhancement. They

Instructions:

1. Identify Rights Based Programs & Projects
2. Identify claimholder of the Rights Based Programs & Projects
3. Enumerate claimholder's responsibility in carrying out Programs & Projects
4. Identify the capacity needs of the claimholder
5. Identify measures responsive to the capacity needs of claimholder.

The stakeholders' analysis is also done by the same participants who did the first mainstreaming tool *BDP Matrix 4*. In filling-up *BDP Matrix 4-A*, the following shall be observed:

- 7.3.1 Programs/projects identified in the previous activity are simply copied to the 1st column of *BDP Matrix 4-A*.
- 7.3.2 The beneficiaries of the program are classified as to the kind of claimholder/vulnerable group. (Column 2)
- 7.3.3 The claimholder is not only the recipient of the programs and projects but also has responsibilities in order to carry out the project. (Column 3)
- 7.3.4 Claimholders need to be capacitated to claim and exercise their rights fully and responsibly. They should know their rights. People become vulnerable because they are unaware of their rights and where to go for redress in cases of violations. (Column 4)
- 7.3.5 The participants are expected to recommend measures to address the capacity needs of claim holders identified in Column 4. The measures may be in the form of legislative or executive measure. A legislative measure needs legislative action or making of a law. Otherwise, it is considered an executive measure. (Column 5)

The programs/ projects identified from BDP Matrix 4 are copied here.

The claimholder or vulnerable group is identified as target of the program and project.

Responsibilities of claimholders are enumerated to ensure the realization of the program/ project.

The capacity needs of each stakeholder are identified in carrying out its responsibilities.

Legislative/executive measures are mapped out to address the capacity needs of each stakeholder.

BDP Matrix 4-A

STAKEHOLDERS' ANALYSIS (Claimholder)

Strategic: *Education*

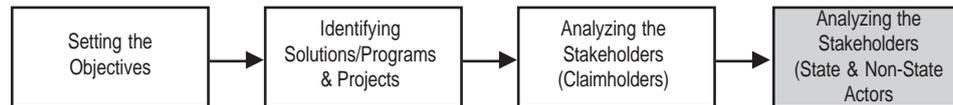
Programs/ Projects (1)	Claimholder/Vulnerable Group (2)	Responsibility (3)	Capacity Needs (4)	Recommended Measures (Legislative/Executive) (5)
<i>Education Prog + Skills Prog + some activities</i>	<i>Unemployed heads of family, women, family wage & etc etc + above</i>	<i>Offered skills train- ing program/ class- ical Practical see learn- ing</i>	<i>Skills Training on: Math + Eng- Proccessing Data making notes de Good making to successful graduation</i>	<i>Appropriation and allocating funds for infrastructure, health long and loan assistance</i>
<i>Overseas Remit- tance Program</i>	<i>Semi-skilled workers</i>	<i>Enhance/ update knowledge/ skills</i>	<i>Training/ Update Technology Program and Tech. Support</i>	<i>Appropriation and new equipment for skills upgrading/ enhancement Prog</i>

Instructions:

1. Identify Rights Based Programs & Projects
2. Identify claimholder of the Rights Based Programs & Projects
3. Enumerate claimholder's responsibility in carrying out Programs & Projects
4. Identify the capacity needs of the claimholder
5. Identify measures responsive to the capacity needs of claimholder.



The TWG of Barangay Mahay working on the Stakeholders Analysis (Claimholders) during the small group workshop on August 22–23, 2006 at San Lorenzo Pastoral Center, Ampayon, Butuan City. Ning Villanueva facilitates the group.



7.4 Analyzing the Duty Holders

The duty bearers are those responsible for making the rights a reality. While tradition tells us that the state is solely responsible in promoting, respecting and fulfilling human rights, the rights based approach stresses that all parties and partners contribute in the realization of rights as a social responsibility.

Duty holder refers to those responsible in carrying out the government obligation under domestic laws and international treaty obligations. It may refer to the state as well as non-state actors.

There are two classifications of Duty holder, the State and Non-state actors. The state is primarily responsible in complying government obligation under our domestic and international treaty obligations.

In the Philippines, the national human rights framework consists of the 1987 Constitution, existing laws, and jurisprudence interpreting both the Constitution and existing laws. The international framework consists of treaty obligations – “those embodied in international conventions, whether general or particular, establishing rules expressly recognized. Treaty obligations bind States which are signatories to international conventions and which express their consent to them. In the Philippines, international law is significant because it forms part of the law of the land. Consequently, it is legally binding, even without enabling legislation.”

Duty holders are:

1. Those that are immediately responsible for particular groups of rights holders. For example: parents for children, teachers for students, police for crime suspects, prison officers for prisoners, and so on.
2. Those institutions or organizations with immediate jurisdiction over the above duty holders, either as government agencies or as non-government agencies at the local or community level. For example: barangay officers, local government officers, community based organizations, non-government organizations with a local presence, and so on.

3. Those institutions or organizations at higher levels, either as government agencies or as non-governmental agencies. For example: the various levels of local and regional governance, national institutions and organizations, private sector organizations (national or multinational), civil society organizations, donor agencies operating in the country (bilateral or multilateral).
4. Finally, there are also “external” duty bearers. These are countries, institutions and organizations with any direct involvement in the country at any point in time, but who are involved in the international economic, legal, military or trade systems that impact on the capacities of the other categories of duty bearers to meet their obligations. For example: the WTO, the IMF, the UN, the ASEAN, arms traders, terrorists and so on.

In summary, the identification of dutyholders are those whose mandates will help implement the programs/projects of the vulnerable group. This is enumerated along with the dutyholders’ obligations, capacity needs and recommended measures in the *BDP Matrix 4-B*.

- 7.4.1 The 1st column is culled from the previous tool where the participants identified programs and projects that directly address the problems and issues.
- 7.4.2 The duty holder (state and non-state actor) whose mandate or mission is responsive to the programs and projects is identified. There are many agencies of government, non-governmental organizations or individuals who have the obligation or can help carry out the programs and projects.

7.4.3 Obligations of duty holders in carrying out the Plans & Programs are specified according to the following level:

Obligation to Respect - to refrain from interfering with the enjoyment of economic, social and cultural rights.

Obligation to Protect - to prevent violations of human rights by third parties.

Obligation to Fulfill - to take appropriate legislative, administrative, budgetary, judicial and other measures toward the full realization of human rights.

7.4.4 The capacity needs of duty holders in carrying out its obligation in relation to the accomplishment of the programs and projects are determined.

7.4.5 The participants are once again expected to recommend executive and legislative measures to address the capacity needs of claim holders (Column 5).

The appropriate government agency or civil society groups are enumerated here.

The respective responsibility or obligations of the duty holder are identified.

Capacity needs of duty holder to carry out its obligations are identified.

The list of Programs & Projects from Matrix 4-A are copied to column 1.

The executive/ legislative measures to be undertaken to address the capacity needs of the duty holders are identified.

ICP Matrix 4-B

STAKEHOLDERS' ANALYSIS (State & Non State Actors)

Strategy: *Budhgingin*

Programs & Projects (1)	Dutyholder (2)	Obligations (Respect/Protect/Fulfill) (3)	Capacity Needs (4)	Recommended Measures (Legislative/Executive) (5)
<i>Amelioration Program (Sikatan Tanyag/Agro-Asistado)</i>	<i>TESDA / LGU</i>	<i>• Provisional agency • provide skills train • labor wide employment • protecting rights of franchise</i>	<i>• Availability of funds • per formation of • income generation • Supplies & materials</i>	<i>• create program • funds for the • needs of dutyholder • ILO suggestion • Strengthening policies for private education</i>
<i>Business Assistance Program</i>	<i>CHED / LGU</i>	<i>• Provision of employ ment opportunities</i>	<i>• Funds for sustain ability of the program</i>	<i>• Strengthening of policies on illegal recruitment</i>
	<i>TESDA / LGU</i>	<i>• Business protection • proper legal assistance</i>	<i>• monitoring of recruitment agency locally operating</i>	<i>• conduct a seminar and training/recruitment</i>

Instructions:

1. Rights Based Programs & Projects
2. Identify Dutyholder/State Actors of the Rights Based Programs & Projects
3. Identify obligations responsibility of dutyholder in carrying out Programs & Projects:
 - Respect - to refrain from interfering with the enjoyment of economic, social and human rights
 - Protect - to prevent violations of human rights by third parties
 - Fulfill - to take appropriate legislative, administrative, budgetary judicial, and other measures toward the full realization of human rights.
4. Identify the capacity needs of the Dutyholder to carry out its obligation.
5. Identify measures responsive to the capacity needs of Duty holder in carrying out its obligation.

Challenge:

Human rights violations, by omission and/or commission, continue despite legal obligations of states. Individuals play very significant roles in promoting and protecting human rights.

The human rights based approach brings to the development process a new perspective on the “value added” of integrating human rights to development:

1. Human rights transcend human needs, human aspirations, human ideals, and human goals. While human rights imply development goals, development goals do not necessarily imply human rights.
2. Human rights are the totality of freedom and entitlements which inherently belong to all human beings, regardless of race, creed, nationality, social status, gender, age, occupation, etc.
3. Human rights impose upon States fundamental obligations that require States to address procedural, policy and substantive implications of their development plan, policies, and processes.
4. Human rights are legally enforceable entitlements (that carry with them the force of law) that require States to consider all potential, unintended harm or threat that may result in a development policy, plan or programs.

5. Human rights set the norms, rules, limits and checks on State action and on actors by other non-State actors who often control the economic, social and political processes within societies.
6. Human rights address issues of power, inequity and discrimination – issues often left un- or under-addressed by current development efforts. Human rights afford development planners, programmers and policy makers the opportunity to examine key aspects of power relations and institutions that shape people's lives.
7. Human rights are not only the ends but also the means to achieve a quality of life consistent with one's humanity and dignity – the ultimate purpose of development.
8. Human rights impose duties upon the community of persons in a society, not upon the State.

8.0 Investment Programming

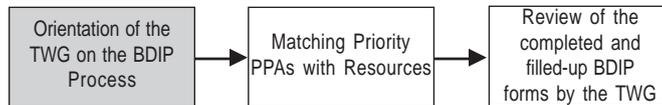
Investment Programming is a process of planned financing of barangay investment. Here, programs, projects and activities (PPAs) which were identified to address prioritized problems and concerns are matched with the corresponding funding requirement / source and the period of implementation. This is done by the TWG of the barangay with the assistance of the OCPDC.

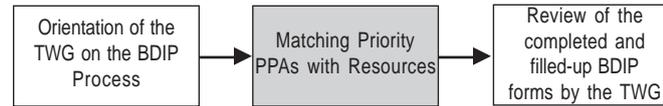
The Investment Program is a mix of priority programs and projects which were identified as the appropriate means of addressing the development and concerns of a locality and its people. It is the basic document which shows how the financing is to be done with reference to the programs and projects.

The aim for development with unlimited wants and needs and resources few and limited poses a challenge to the barangay in identifying the appropriate PPAs that answer a problems and concerns. Investment Programming is undertaken to ensure that the important PPAs of the barangay are funded and implemented. Limited resources are optimally allocated to priority PPAs thus, achieving the greatest good for the greatest number of people in the barangay.

The output of the investment programming process is the draft of the three (3) to five (5) year Barangay Development Investment Program (BDIP) and the Annual Investment Program (AIP).

Process Flow (Diagram)





8.2 Matching Priority Programs, Projects and Activities (PPAs) to Resources

The priority PPAs identified in the preceding stages are individually treated here in terms of specific description, location, outputs/benefits, project cost and financing. After each PPA is thoroughly discussed and matched with corresponding cost estimates, funding source and schedule of implementation, these information are then entered into the *Barangay Development Investment Program (BDIP)* forms.

8.2.1 Accomplishing the blank BDIP forms

This step shows the members of the TWG how to fill up the BDIP forms. The top ten (10) priority PPAs ranked in the preceding steps are written on the form.

The following are the steps in filling-up the BDIP forms (*BDP Matrix No.5*):

8.2.1.1 Millennium Development Goals Column

Indicate what goal from the eight (8) MD Goals does the ranked proposed PPA belong to.

8.2.1.2 Name of Project Column

Indicate the previously identified PPAs in this column.

Sample PPAs that may be indicated in this column:

- a) Specific name of the project/program/activity
- b) Specific name of training, seminar or symposium
- c) Specific name of the advocacy or Information Education Campaign (IEC)
- d) Specific services to be delivered
- e) Count
- f) Summary of the resolution or other related document
- g) Specific name of the facility/equipment/machinery for Infrastructure Projects
- h) Kind or type of the non-formal or vocational trainings indicated

8.2.1.3 Description of the Project Column

Briefly describe the PPAs listed.

A good description will:

- a) Identify the beneficiaries
- b) Indicate the specific number of facility/equipment/machinery to be acquired or accomplished
- c) Identify the implementers of the projects and programs
- d) Indicate the specific activities to be undertaken and when it is conducted
- e) Identify the trainers, facilitators and organizers of the activities
- f) Give an idea on the importance of the PPAs proposed

8.2.1.4 Location Column

Identify the location of the PPAs enumerated. Show where the PPAs are implemented and activities conducted. Also identify the specific place where the target beneficiaries are situated.

Guidelines:

- a) Specific address
- b) Specific purok/s or zone/s
- c) Specific street/s or road/s with actual name indicated [for construction, concreting, etc.]
- d) Venue of the activity or activities
- e) Site of the projects
- f) Specific area of the target beneficiaries

8.2.1.5 Outputs/Benefits Column

Identify and indicate the exact and specific result or outcome of the PPAs. This answers the question of how many identified households should be given priority to avail of the goods and services delivered.

Guidelines:

- a) Specific number of households identified
- b) Group of people i.e. associations, organizations or federations
- c) Expected basic goods and services delivered
- d) Expected physical result of the projects (for infrastructure)
- e) Expected programs implemented
- f) Expected activities conducted

8.2.1.6 Total Project Cost Column

Specify and indicate the total amount of funds expended for the whole duration of the implementation period of the particular proposed PPA.

8.2.1.7 Funding Source and Amount Column

Identify and name where the funds for a proposed PPAs would come from. Also indicate the particular year and cost per PPA wherein funding is allocated from the barangay itself, city, national or other sources.

The allocation of funding to proposed PPAs that comes from the Barangay, City and National Government shall conform to the following guidelines.

All projects to be funded shall:

- a. Contribute to the attainment of desirable socio-economic development and environmental management outcomes;
- b. Partake the nature of investment and capital expenditures; and
- c. Take into consideration cost recovery and entrepreneurship.

Projects covered:

- Social Development
 - a. Establishment or rehabilitation of Productivity Enhancement Center for out-of-school youths, women, minors, displaced families, indigenous people, differently abled persons and older persons.
 - b. Establishment or rehabilitation of Manpower Development Center;

- c. Construction or rehabilitation of health centers, rural health unit or hospital, and purchase of medical equipment;
 - d. Construction or rehabilitation of a local government-owned potable water system;
 - e. Installation of street lighting system;
 - f. Preservation of cultural/historical sites;
 - g. Other programs and projects similar in nature.
- Economic Development
 - a. Implementation of a livelihood/entrepreneurship development program/project;
 - b. Construction/rehabilitation of a communal irrigation or water impounding system and purchase of post harvest facilities such as farm or hand tractor with trailer, thresher, mechanical drier and the like;
 - c. Construction/rehabilitation of farm-to-market roads;
 - d. Construction/rehabilitation of local roads and bridges; and
 - e. Other programs or projects of similar in nature.
- Environmental Management
 - a. Construction/rehabilitation of sanitary landfill or controlled dumpsite and purchase of garbage truck or related equipment;
 - b. Community reforestation or urban greening projects;
 - c. Flood control programs or projects such as de-clogging of canals or de-silting of rivers;
 - d. Other environmental management programs or projects that promote air and water quality, as well as productivity of coastal or freshwater habitat, agricultural and forest land.

8.2.1.7.1 Barangay Source Column

Indicate the amount of fund allocated/expended for a particular PPA, which comes from the barangay treasury.

In cases where the barangay funds shown in the Income-Expenditure portion of the BDP falls short to finance the ranked and proposed priority public development PPAs, Barangay Officials and constituents may come up with an effective revenue generation measures and coordinate with agencies outside the barangay for possible financial assistance.

8.2.1.7.2 City Source Column

Indicate the amount of fund allocated from the city coffers for a particular PPA.

8.2.1.7.3 National Source Column

Indicate the amount of fund allocated from the national budget for the identified and proposed PPAs of the barangay. Also note here if the source of fund would come from Senatorial and/or Congressional Development Fund.

8.2.1.7.4 Other Source

In this column, identify and name the specific source and indicate the amount expended for the PPAs, which come from other source/s outside the local government like Non-Government Organization (NGO), Foreign Assistance, etc.

8.2.1.8 Period of Implementation

Fill in the various PPAs of the barangay for the whole implementation period of three (3) to five (5) years. Also indicate the year in which PPA is started and completed, with the corresponding amount expended in each year.

8.2.1.9 Remarks Column

State status of the PPAs of the barangay whether it is existing, on-going and proposed or any related term to identify the status. Also identify the specifications of the donor institution/s in the Other Column, i.e. grant, aid or assistance.

8.2.2 Formulating the Annual Investment Plan (AIP)

The Annual Investment Plan (AIP) is a “one-year” slice of the Barangay Development Investment Program (BDIP), and the basis for resource allocation for preparing the annual budget. This ensures that the annual priority projects are budgeted to match the needs and requirements of the barangay and its constituents. Here, the TWG members extracts the priority PPAs of each year from the BDIP.

List down the priority PPAs proposed and to be implemented in a given year.

The output of this step is the Annual Investment Plan (AIP).

A good AIP contains all the priority PPAs for a given year.

BARANGAY ANNUAL INVESTMENT PLAN (BAIP)
For the Year 20__

Barangay : _____
City : _____

1st Year

Millennium Development Goals (MDGs)	Project Cost (Php)	Funding Source and Amount (Php)			
		Brgy	City	Nat'l	Others
1					
2					
3					
4					
5					
6					
7					
8					
TOTAL					

8.2.2.1 MDG Column

Copy the entries from the BDIP what specific goal out of the eight (8) MDGs does a certain PPA fall.

8.2.2.2 Project Cost Column

Indicate the total funding requirement of the listed PPAs for each year per goal.

8.2.2.3 Funding Source and Amount Column

Indicate the funding amount required for the PPAs identified per goal per source for the given year.

8.2.3 Stories from the Field

This is the first time the Punong Barangay of Brgy. Limaha completed a two-day BDP Formulation Seminar/Workshop. But it took so long for the group to fill-up the BDIP form because their PB often went out of the hall to smoke.

There were times when the PB went out and the TWG members were having a hard time filling-up the form. The Facilitator would ask, *“Asa naman pud si Kapitan? Unsa man diay ang project nga ibutang diha? Unya pila man ang cost?”* (Where is the Brgy. Captain? What are the projects to be listed down? And how much is its cost?) Some of the TWG members answered, *“Si Kapitan ra man makatubag kay siya ra man and mas nakahibalo.”* (Only Brgy. Captain can answer because he is the one more knowledgeable about it.)

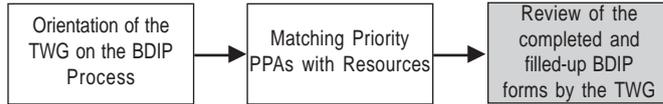
What the Facilitator did was to pull a chair and let the Brgy. Captain sit beside her so he could not go out of the hall again. However, he was happy that they got to attend the seminar/workshop wherein they had the chance to list down the priority PPAs that will soon be implemented and will contribute largely to the development of their barangay.



TWG of Brgy. Limaha filling-up the BDIP form
BDP Formulation Seminar/Workshop
San Lorenzo Pastoral Center, Ampayon, Butuan City
August 22-23, 2006
(The Punong Barangay in blue polo, sitting beside the
Facilitator)

8.2.4 Lessons Learned

- The Punong Barangay should be present in the BDP Formulation Seminar/Workshop especially in the BDIP Process for the inclusion of the important and most prioritized PPAs in the development plan.
- The participants are encouraged to think of the possible programs, projects and activities which best resolve their priority problems. They should think of what is best for the barangay and not just for themselves.



8.3 Review of the completed and filled up BDIP form by the TWG

The filled up BDIP forms are reviewed by the TWG members before proceeding to the next activity. They go over the forms and discuss among themselves if the listed PPAs are adequate and sufficient enough to address priority problems and concerns in their barangay. Here, information that were left out and even missing inputs can be discovered and detected to be added to the list of the priority PPAs significant to the barangay.

BDIP Matrix
 BARANGAY DEVELOPMENT INVESTMENT PROGRAM
 For the period 2002 - 2009
 Barangay: LIMARA
 City: DAVAO

Milestone Dev't Goal	Name of Project	Description	Location	Output / Benefits	Project Cost (2002)	Funding Source and Amount (P.)					Period of Implementation (P.)					Remarks	
						Barry	City	National	Other	Year 1	Year 2	Year 3	Year 4	Year 5			
1	Improvement of Sanitation System	Installation of Sanitation System	Barangay Office	Improved Sanitation	100,000.00						100,000.00						
2	Water Supply System	Installation of Water Supply System	Barangay Office	Improved Water Supply	200,000.00						200,000.00						
3	Barangay Office Building	Construction of Barangay Office Building	Barangay Office	Improved Office Building	500,000.00						500,000.00						
4	Health Center	Construction of Health Center	Barangay Office	Improved Health Center	300,000.00						300,000.00						
5	Drinking Water	Installation of Drinking Water System	Barangay Office	Improved Drinking Water	150,000.00						150,000.00						

BARANGAY ANNUAL INVESTMENT PLAN (BAYIP)
 For the Year 2002

Barangay: LIMARA
 City: DAVAO
 P. No.: 2002

Milestone/Completed Date/BDIP No.	Project Cost (P.)	Funding Source and Amount (P.)			
		Barry	City	Nat'l	Other
1	100,000.00	100,000.00			
2	200,000.00	200,000.00			
3	500,000.00	500,000.00			
4	300,000.00	300,000.00			
5	150,000.00	150,000.00			
TOTAL	1,250,000.00	1,250,000.00			

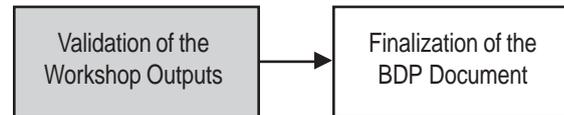
9.0 Validation and Finalization of the BDP (with BDIP and AIP)

This process constitutes two (2) major steps, the validation of the workshop outputs at the barangay during the assembly and the finalization of the whole BDP document which is done at the Office of the City Planning and Development Coordinator. The procedure goes through a presentation and discussion on important matters arising out of the presentation of outputs from the seminar/workshop attended by the TWG.

During the assembly, the constituents are given an opportunity to participate during the open forum. They are encouraged to make corrections and supply additional information relevant to the presentation. The result is recorded as input to further improve and enhance the finalization of the document. The cooperation and commitment between the leaders and the constituents are important for the success of the undertaking.

The output of this process is the final BDP book.

A good assembly is when each of the constituents of the barangay are well-represented and they have interaction with the leaders and vice versa. Presentation of the outputs is led by the TWG and validated through consensus among the leaders and the people thereby contributing to the improvement and public ownership of the plan.



9.1 Validation of the Workshop Outputs

For purposes of validation, the workshop outputs from the seminar/workshop are presented to the barangay during the scheduled assembly. Here, the constituents are able to make corrections and add entries for inputs to further enhance the write-up and the document as a whole. The people are also given a chance to see and understand what was done by the TWG during the two-day seminar/workshop in the formulation of the BDP.

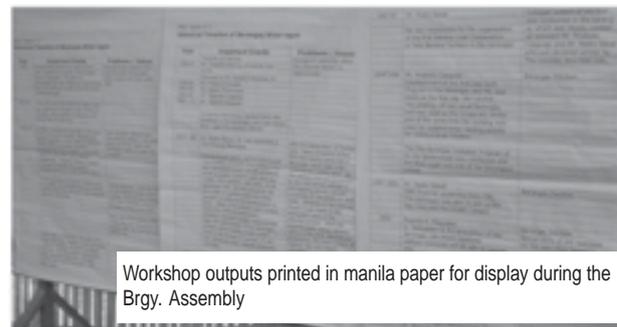
The output of this process is the validated and corrected PRA forms and BDP matrices.

9.1.1 Encoding and editing of the workshops outputs

From the seminar/workshop, the outputs (rehashed PRA forms and filled-up BDP matrices) are brought to OCPDC. The corrections made by the TWG to the filled-up PRA forms and the entries for the BDP matrices supplied during the workshop are encoded and enhanced by the Facilitator in preparation of the write-up of the final BDP document. The other purpose of this activity is to input the draft in the city's database/files.

9.1.2 Printing of the encoded workshop outputs

The encoded workshop outputs are printed in a manila paper for display during the presentation. This is done so that the constituents of the assembly get a chance to view the filled-up PRA forms and BDP matrices which will serve as their guide and reference in making necessary corrections and additional entries.



Workshop outputs printed in manila paper for display during the Brgy. Assembly

9.1.3 Request for a conduct of the presentation

The barangay writes a letter of request to the OCPDC for the conduct of presentation of the workshop outputs. It is important for the office to take responsibility and prepare necessary arrangements for the said activity. The following is a sample request letter from the PB of the barangay:



9.1.4 Presentation of the workshop outputs to the Barangay Assembly

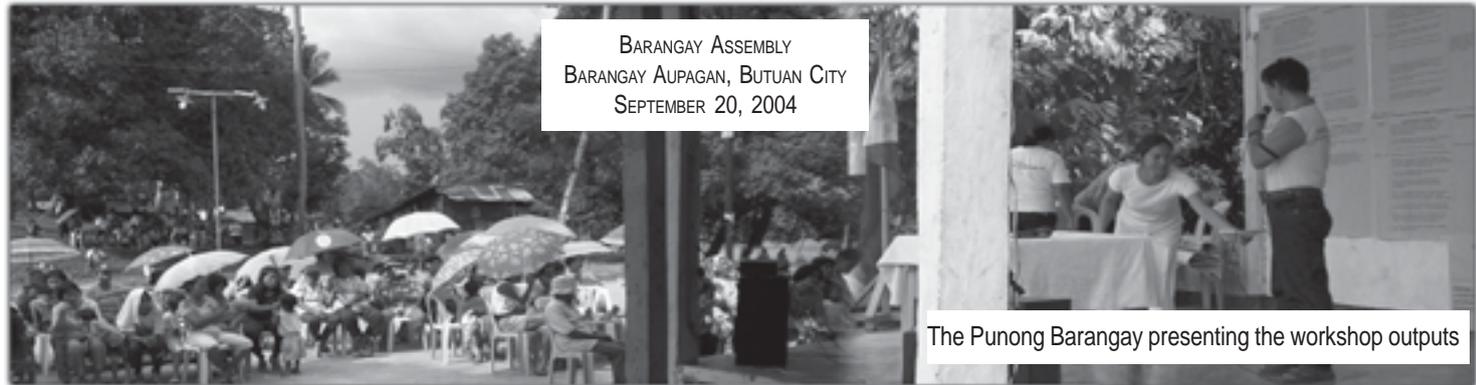
When the encoded workshop outputs are printed and the request was officially received by OCPDC, the assigned Facilitator proceed to the barangay on the day scheduled for the presentation.

At the barangay, the workshop outputs printed on manila paper are displayed. The following programme may be followed:

Republic of the Philippines BARANGAY (NAME) <u>Butuan City</u>	BARANGAY DEVELOPMENT PLAN (BDP) Presentation Outline
BARANGAY ASSEMBLY (Date and Time)	I. RESOURCE ASSESSMENT <ul style="list-style-type: none"> • Participatory Resource Assessment (PRA) Tables
PROGRAMME	II. PROBLEM IDENTIFICATION <ul style="list-style-type: none"> • Strengths-Weaknesses-Opportunities-Threats (SWOT) Analysis • Minimum Basic Needs (MBN) Issues • Integrated Rural Accessibility Planning (IRAP) Tool
Invocation	III. PROBLEM SOLVING <ul style="list-style-type: none"> • Programs-Projects-Activities (PPAs) Identification
Pambansang Awit.....	IV. INVESTMENT PROGRAMMING <ul style="list-style-type: none"> • Barangay Development Investment Program (BDIP)
Welcome Address.....	<u>Punong Barangay</u>
Presentation (see Presentation Outline).....	TWG Members
Closing Remarks.....	

The workshop outputs are presented by the members of the TWG of the barangay with the assistance of the Facilitator.

This process ensures the participation and coordination among the leaders and the constituents of the barangay in validating the results of the seminar/workshop. This enables the constituents to be aware of, understand and appreciate what, how and why a Barangay Development Plan is formulated. They are also enlightened more on the history, activities and other important events and profile of their barangay. In addition, they are informed of the PPAs proposed for implementation which will essentially lead to the progress of their barangay.



The validation process includes an open forum between the council and the constituents for discussion of matters relevant to the presentation. The participants also express their sentiments and opinions on the situation of the barangay wherein their right to be heard is enforced. The people are then encouraged to add entries, make corrections and comments on the items presented for validation. This facilitates the finalization of the draft BDP document.

Guidelines:

- 1) BC and TWG to be present in the activity
- 2) All sectors are invited and must be present
- 3) Constituents from the barangay are invited and must be present
- 4) TWG to present the outputs of the seminar/workshop
- 5) An open forum for interaction among participants
- 6) The corrected BDIP is accepted and approved during the barangay assembly

9.1.5 Agreements

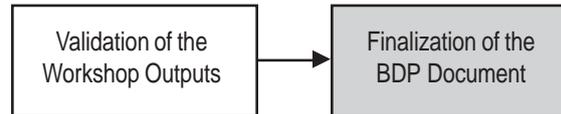
The people are given time for an open forum to make corrections and add further information and other details not found in the presented filled up PRA forms and BDP matrices. The group shall agree on the revisions made, if any. With the assistance of the OCPDC staff, the BC approves the agreements made by the body and is considered for incorporation in the finalization of the write-up of the BDP.

9.1.6 Reminder on the Additional Requirements for the BDP

Before the end of the assembly, the BC is reminded to submit the following additional requirements necessary in the formal documentation of the BDP.

- Barangay Seal
- Message of the Punong Barangay
- Barangay Profile (the latest conducted by the City Population Office)
- Spot Map
- Actual Income and Expenditure of the Barangay for the Last Three (3) Years

- Barangay Development Council Resolution Approving the BDP and 5-Year BDIP and endorsing the Same to the Sangguniang Barangay
- Sangguniang Barangay (SB) Resolution Approving the BDP and 5-Year BDIP and endorsing the Same to the City Development Council (CDC)
- List of Composition of the Barangay Development Council (BDC)
- ID Picture of the Barangay Captain (Punong Barangay)



9.2 Finalization of the BDP document

This is the completion of the whole BDP document which constitutes the activities undertaken, from the seminar/workshop up to the final editing, done by the TWG with the cooperation of the barangay constituents and assistance of OCPDC Staff. This is more of a desk work for the writer of the document. The presented and validated PRA forms and BDP matrices are re-encoded and edited for enhancement. Moreover, the additional requirements submitted by the barangay are incorporated / integrated in the write-up which is important in preparing and packaging a clean and clear processed document.

The process will produce the final BDP book with the following composition:

- Barangay Seal
- SB Approval / Endorsement to BDC

- BDC Approval / Endorsement to SB/BC
- Foreword
- Message of the City Mayor
- Message of the Punong Barangay
- Barangay History
- Barangay Profile
 - Geographical Information
 - Demographic Information
 - Educational Profile
 - Health and Sanitation Profile
 - Economic Profile
 - Housing
 - Financial Information
- Situational Analysis According to MDG
- Strategic Directions According to MDG
- Priority Projects and Programs According to MDG
- 5-Year Barangay Development Investment Program (BDIP)
- Annual Investment Plan (BAIP)
- Organizational Effectiveness and Barangay Administration
- Geographical Location
- Annexes
 - MBN by MDG
 - PRA #s 1 to 10
 - BDP Matrices (Workshop outputs)

- List of Barangay Officials
- List of BDC Members
- List of BDC Members
- Acknowledgment

9.2.1 Re-encoding of the presented and validated workshop outputs

The corrected workshop outputs are re-encoded at the OCPDC. Corrections made, additional entries given and suggestions noted are incorporated in the write-up as manifestation of the voice of the constituents. Also, complete additional requirements submitted are integrated in the write-up to give further details in describing the whole picture of the barangay.

9.2.2 Editing of the Write-up

The re-encoded write-up is printed for editing. Wordings, phrases, tenses and the like are meticulously checked and corrected to come up with the desired accuracy of the document. A draft copy is printed and presented to the PB to fill out missing information, if any.

9.2.3 Printing of the Write-up

The refined final BDP document (with BDIP and AIP) is printed in a clean paper with five (5) copies each and serves as hard copies of the document.

9.2.4 Binding of the Final Write-up and Distribution

The printed copies are put together and bound into book form for distribution to the City Mayor Office (CMO), City Mayor's Office – Public Affairs and Information Division (CMO-PAIAD) and file copies of OCPDC for display in the MDG Observatory corner to serve as reference to researchers from various institutions.



9.3 Stories from the Field

Barangay Captain Irene C. Monden of Barangay Los Angeles sees the advantage of having a documented Barangay Development Plan. It serves not only as a guide to their development drives but is also useful in getting funding support from local, national and international sources.

Miingon siya, "Nalipay ko nga nakatambong ko sa pagbansay sa paghimo sa plano sa barangay sa Oktubre 7-8, 2004 didto sa San Lorenzo Ruiz Pastoral Center, Ampayon, syudad sa Butuan. Tungod niini nga kalihokan, nakabaton kami sa among BDP. Pinaagi niining mahinungdanon nga dokumento, usa ang among barangay nga nahilakip sa programa sa Department of Agrarian Reform (DAR) isip usa ka Agrarian Reform Community (ARC) ug sa proyekto sa tubig nga mainom sa Kapit Bisig Laban sa Kahirapan (KALAHI)."

(She said, "I am happy that I attended the Barangay Development Plan Formulation Seminar Workshop on October 7-8, 2004 at San Lorenzo Ruiz Pastoral Center, Ampayon, Butuan City. With this activity, we already have a BDP. This important document prepares the way for our barangay to be included in the program of DAR, by being an ARC and also in the Water System Project of KALAHI.")



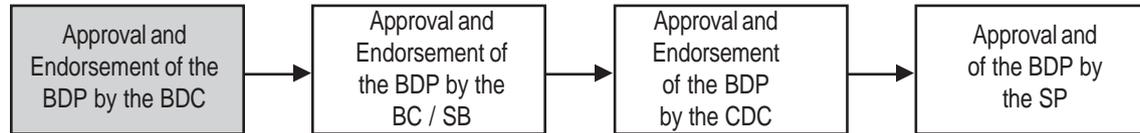
9.4 Lessons Learned

- The making of the barangay plan emphasizes people empowerment and participatory process in decision-making for better coordination and integration of the various stakeholders.
- In the making of the barangay plan, the understanding and support of the people in the community should be considered for the plan to be responsive to the needs of the community. Consultation with the stakeholders is important for them to be involved in the planning process and promote their ownership of the plan.
- The officials of the community learned to value the importance of having a barangay plan. It does not only serve as a guide in their development efforts but it is also useful in getting funding support from local, national and international sources.
- Building a community to be self-reliant is not giving them fish to live for a day but teaching them how to fish so that they can live for a lifetime. The seminar workshop on barangay planning formulation enables the TWG to gain knowledge and skills in strategic planning.

10.0 Legitimization

This process illustrates how the Barangay Development Plan (BDP) is legalized. It goes through four (4) major steps: (1) approval and endorsement by the Barangay Development Council (BDC); (2) approval and endorsement to the Barangay Council (BC) / Sangguniang Barangay (SB); (3) approval and endorsement by the City Development Council (CDC); and (4) approval by the Sangguninag Panlungsod. Plan legitimization entails the involvement and participation of all men and women stakeholders of the barangay, CDC and the SP by way of deliberation that will lead to a wider acceptance and official adoption. The sessions to be conducted will be anchored by OCPDC as the secretariat. Moreover, this procedure ensures the concerted effort toward the attainment of the plans' desired outcomes and establishment of plan ownership thus leading to greater accountability.

The output of this process is the duly approved Barangay Development Plan.



10.1 Approval and Endorsement of the BDP by the BDC

The Barangay Development Council conducts a meeting at the barangay to primarily deliberate and approve the BDP formulated by the TWG during a seminar/workshop and endorse the same to the BC / SB.

REPUBLIC OF THE PHILIPPINES
BARANGAY DEVELOPMENT COUNCIL
BARANGAY ALPAGAN, BUTUAN CITY



EXCERPTS FROM THE MINUTES OF MEETING OF THE BARANGAY DEVELOPMENT COUNCIL OF ALPAGAN HELD ON AUGUST 17, 2004 AT 2:00 P.M. IN BARANGAY SESSION HALL, BRGY. ALPAGAN, BUTUAN CITY.

Present:

SERGIO M. MANGUBAT, JR.	- Punong Barangay / Presiding Officer
PEDRO M. SILDO	- Barangay Kagawad
WILLIE M. CABAHUG	- Barangay Kagawad
VICTORIO T. BARTILUA	- Barangay Kagawad
MARCO G. VALENZUNA	- Barangay Kagawad
BERNARDIT P. NASON	- Barangay Kagawad
RETCHE J. VALENZUNA	- Barangay Kagawad
GLORIA T. JOVITA	- Barangay Kagawad
BERGENTINO B. CABAHUG III	- SK Chairman
MERAFELOR J. JULVE	- Barangay Secretary
MARINOL H. JULVE	- Barangay Treasurer
CORAZON B. GACULA	- Teacher Representative
RUDE M. MONROY	- Religious Sector Representative
MARITES B. TALIBIC	- NGO Representative
JORLITO SALOGITA	- P-12 Representative
FEDIL G. GOMO	- NGO Representative

Absent:

NONE

RESOLVED FURTHER,
concern for their informant

I hereby certify to the cert

Attested by: . . .

MRS. MERAFELOR
Barangay Secretary

Approved:

BOX SERGIO M. MANGUBAT
Punong Barangay

Signed

PEDRO M. SILDO
Brgy. Kagawad

MARCO G. VALENZUNA
Brgy. Kagawad

GLORIA T. JOVITA
Brgy. Kagawad

CORAZON B. GACULA
Teacher Representative

JORLITO SALOGITA
Pantik Representative

RESOLUTION NO. 70, SERIES OF 2004

A RESOLUTION APPROVING THE BARANGAY DEVELOPMENT PLAN 2004-2007 AND ENDORSING THE SAME TO THE SANGGUNIANG BARANGAY.

WHEREAS, during the meeting of the Barangay Development Council of Alpagan they decided to agree and approved the Barangay Development Plan of Barangay Alpagan, Butuan City;

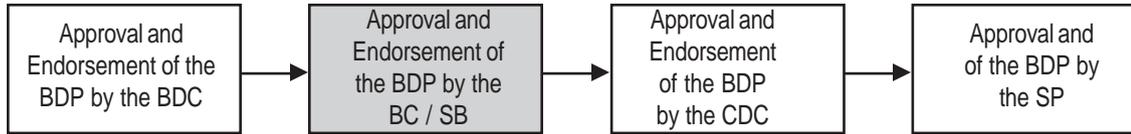
WHEREAS, the problems and issues of the Barangay, presented through the assistance of the personnel of the Office of the City Planning, were corroborated by all sector groups represented by NGOs, Pantik representative, teachers, religious rep. And government representatives;

WHEREAS, the priority projects that were proposed to address the issues and concern in the barangay as presented during the meeting such as infrastructure, water level II, and etc.;

NOW THEREFORE, upon motion of Mr. Rude M. Monroy, religious rep. And duly seconded by Kagawad Bernado P. Nason, be it;

RESOLVED, to approve the resolution approving the Barangay Dev's Plan 2004-2007 and endorse the same to the Sangguniang Barangay.

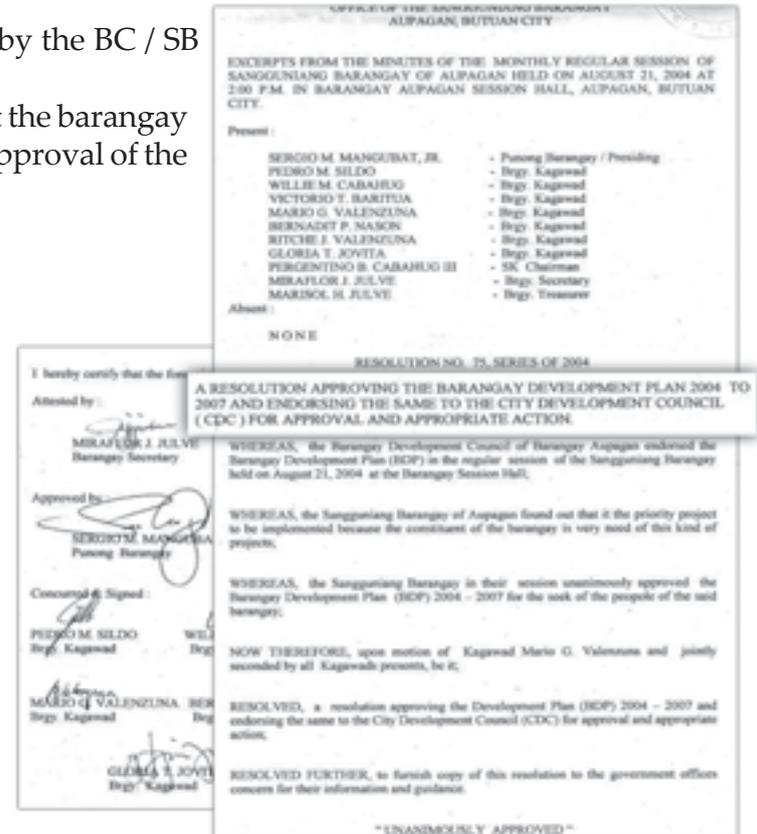
FEDIL G. GOMO
NGO Representative

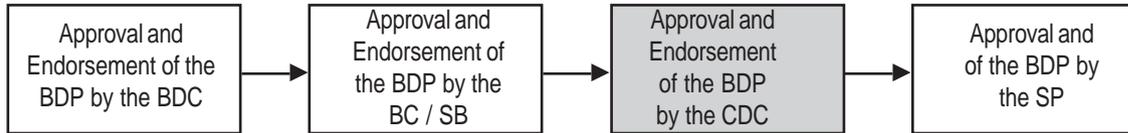


10.2 Approval and Endorsement of the BDP by the BC / SB

The BC / SB convenes a meeting at the barangay for the next step of the deliberation and approval of the BDP and endorses the same to the CDC.

Sample of a BC Resolution approving the BDP and endorsing the same to the CDC.





10.3 Approval and Endorsement of the BDP by the CDC

This process is done at higher level from the preceding two (2) steps. The final BDP document is presented to the CDC meeting. It goes through a deliberation among the members of the council.

10.3.1 Preparation for the CDC Meeting

The OCPDC, as the secretariat of the CDC, shall prepare the training design for the conduct of the meeting. Moreover, logistics should be organized; the venue to be arranged and caterer for the meals must have been contacted ahead of time. The reproduction of handouts for distribution during the meeting is completed. This is to ensure a systemized and smooth flowing activity.



a) The Chairman of the Participating Fundraising Committee of the City
 b) All Funding Sources of the City
 c) The Congressman or the Representative, and
 d) Representatives of the NGOs operating in the City, who shall constitute not less than one fourth (1/4) of the members of the fully organized council.

IV. ASSUMPTIONS

of Attendance	NO.	%
1. City Mayor	1	1
2. Chairman of the Participating Fundraising Committee on Appropriation	1	1
3. Congressman or his Representative	1	1
4. The CPDC	1	1
5. All Funding Sources of the City	36	36
6. NGO Representatives	36	36
7. Guests / Visitors	45	45
8. CDC and other Stakeholders	22	22
TOTAL	100	100

V. Nature of Meeting

- Eight-hour meeting
- Meeting will be conducted on
 - Date
 - Month
- Funding
Meeting materials, meals, transportation cost and other expenses related to the activity will be funded by the CDC fund.

II. ACTIVITY PLAN

Activity	Expected Output	Responsible Agency/Office
Confer with the Mayor on the meeting agenda and other items	Finalization of agenda	CDC Secretary
Communication/Notification	Invitation sent to CDC members & guests	Dep. Secretary I
Pre-meeting Preparation	Meeting materials and reproduction of master plan presentation	CDCDC
Meeting Proper	Finalized CDC meeting	CDCDC

III. ESTIMATED EXPENSES

A. Supplies and Materials

Description	Quantity	Unit Price	Amount
Meeting Paper			
Pen	10 units	50.00	500.00
Stapler	1 unit	100.00	100.00
Stapler Refill	1 unit	1,000.00	1,000.00
Stapler Refill	1 unit	1,000.00	1,000.00
Total			3,500.00

B. Post and Call

Distribution of the CDC invitation to members and guests and by conduct of other related activities Php 2,000.00

Total Estimated Expense 5,500.00

Total number of participants (both in person & virtual) - 20
 1 (Council), 1 (and) guests,
 @ The City Engineer

20 Persons x Php 100.00

Total	2,000.00
5% Contingency	100.00
SUM TOTAL:	Php 2,100.00

Prepared by:
Special Projects Division
 CDPC

Recommending Approval

ANTONIO G. MELLOREN
 City Planning & Development, Coordinator
 CDC Secretary

Approved

BERNARDITO PLAZA II
 City Mayor
 CDC Chairman

10.3.2 Invitation for the Punong Barangay to CDC Meeting

The secretariat prepares and sends the invitation for the meeting to all the members of the council and guests, a week prior to the stated date. The following is a sample invitation letter to the CDC meeting.



10.3.3 CDC Meeting

This step explains the deliberation of the members of the CDC regarding the agenda for the meeting including the acceptance of the BDP. The Chairman and other key players of the assembly should be present as they take the lead in the adoption and approval of the BDP and other matters pertaining to their council. Here, the BDP is presented for information of the body. The significance of this activity is shown by encouraging the other members of the council to be persuasive and motivated to accomplish the tools required to come up with their respective development plans.



Republic of the Philippines CITY DEVELOPMENT COUNCIL Butuan City	
MINUTES OF THE MEETING OF THE CITY DEVELOPMENT COUNCIL OF THE CITY GOVERNMENT OF BUTUAN HELD ON OCTOBER 6, 2004 AT THE CITY MAYOR'S CONFERENCE ROOM, CITY HALL, BUTUAN CITY	
Present:	
Hon. Democrito D. Plaza II	- City Mayor, Presiding Officer
Hon. Angelo S. Celo	- Chairman, SP Committee on Appropriation and Finance
Hon. Leovigildo S. Baragay	- Representative, 9 th District Butuan City and Las Naves, Agusan del Norte
Hon. Artemio R. Radaza, Sr.	- President, Liga ng mga Punong Barangay
Engr. Artemido D. Milloran	- Secretary
Urban Punong Barangay:	
Hon. Lourdes A. Aspellaga	- Punong Barangay, Maon
Hon. Rico A. Rofe	- Punong Barangay, Golden Ribbon
Hon. Aweline N. Sevilla	- Punong Barangay, Agao
Hon. Raynaldo C. Plaza, Sr.	- Punong Barangay, Rajah Soliman
Hon. Reynaldo A. Pincenaves	- Punong Barangay, Dato Siringan
Hon. Tito A. Bello	- Punong Barangay, Diego Silang
Hon. Nisse K. Calabie II	- Punong Barangay, Dagohoy
Hon. Artemio R. Radaza, Sr.	- Punong Barangay, Dagohoy

President of the Liga ng mga Punong Barangay to the Secretariat after an election shall be made.

3. Barangay Development Plan Process, Flow and Status:

The CDC Secretary informed the Council that there are already eight (8) barangays in the city which have completed its Barangay Development Plan, namely: Aupagan, Amparo, Malbu, Mandamo, Masao, Bitan-agan, Bi-os, and Holy Redeemer.

The Honorable City Mayor reminded the Punong Barangays to expedite the accomplishment of their respective Barangay Development Plans. He said he will not sign or approve any project or program of a particular barangay without an accomplished Barangay Development Plan. He emphasized that he is giving priority to water system projects as he will see to it that under his present administration, all the barangays will have their own water systems. He encouraged everyone present during the meeting to work hand in hand for the progress and development of the city, regardless of political color or affiliation.

Congressman Leovigildo S. Barag informed the Council that he will continue to support the proposed Bill on the subject of the proposed Barangay Development Plan. He said he will continue to support the proposed Bill on the subject of the proposed Barangay Development Plan.

7. Approval of the Butuan City Development Plan for Children for 2004-2025

ON MOTION of Punong Barangay Reynaldo Pincenawes, duly seconded, the Butuan City Development Plan for Children for 2004-2025 was approved. (Unanimously Carried)

8. Approval of the Barangay Development Plans:

ON MOTION of Punong Barangay Genita Silaga, duly seconded, the Barangay Development Plans of Barangays Aupagan, Amparo, Malbu, Mandamo, Masao, Bitan-agan, Bi-os, and Holy Redeemer were approved. (Unanimously Carried)

FINISHED BUSINESS:

There is a consensus in the Senate and Congress that the proposed Bill on the subject of the proposed Barangay Development Plan should be passed because of financial constraints. The Bill postponing the election of the members of the Sangguniang Panglungsod was approved by the Committee on Suffrage and in the Committee on Good

There being no more matters discussed, the meeting adjourned at 3:45 p.m.

Recorded and prepared by:

JESSIE Y. GONZAGA
Stenographic Reporter IV
Sangguniang Panglungsod

Certified Correct:

ANTENEDO E. MILLOREN
City Planning and Development Coordinator
CDC Secretary

Approved:

DEMOCRITO D. PLAZA II
City Mayor
CDC Chairman

10.3.4 Approval of the BDP by CDC

This step refers to the acceptance and approval of the body on the presented final BDP document and endorsing the same to the SP.



CITY DEVELOPMENT COUNCIL
Butuan City

CDC Resolution No. 08
Series of 2004

RESOLUTION APPROVING THE BARANGAY DEVELOPMENT PLANS OF BARANGAYS AUPAGAN, AMPARO, MAIBU, MANDAMO, MASAO, BITAN-AGAN, BIT-OS AND HOLY REDEEMER AND ENDORSING THE SAME TO THE SANGGUNIAN PANLUNGSOD FOR APPROPRIATE ACTION

WHEREAS, the Local Government Code of 1991 mandates all barangay government units, to have a comprehensive multi-sectoral Development Plan to be initiated by its Development Council and approved by its Sangguniang

WHEREAS, the City Government issued Executive Order No. 47-2002, mandating all Barangays of the city to prepare their respective Barangay Development Plans, and to submit the same to the city;

WHEREAS, the Barangay Development Plan shall set the direction of economic and social development, and coordinating development efforts with its territorial jurisdiction;

NOW THEREFORE, upon motion of Punong Barangay Genita Silaga, duly

AS IT IS HEREBY RESOLVED, to approve the Barangay Plan of Barangays Aupagan, Amparo, Maibu, Mandamo, Masao, Bit-os and Holy Redeemer to endorse the same to the Sangguniang for appropriate action ;

FURTHER, to furnish copies of the resolution to the offices of the and Development Coordinator, the Barangay Secretariat and the

UNANIMOUSLY APPROVED

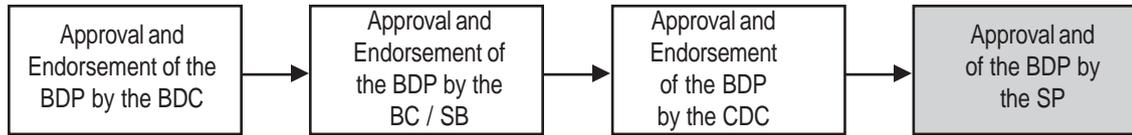
October 6, 2004
October 6, 2004

APPROVED:

DEMOCRITO D. PLAZA II
Chairman
City Development Council

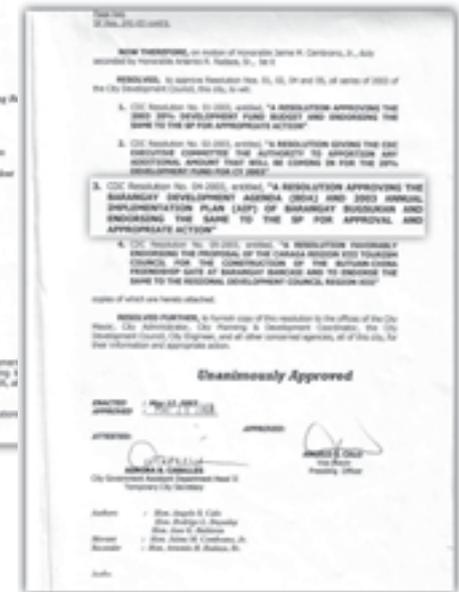
ATTESTED:

ANTENEDO E. MILLOREN
Secretary
City Development Council



10.4 Approval of the BDP by the SP

After the official acceptance and adoption of the final BDP document at the CDC level, it is endorsed to the SP for deliberation. The process is the legitimization of the BDP by the higher level to ensure the concerted effort of the stakeholders for establishment of plan ownership leading to a greater accountability for the implementation of the proposed PPAs of the barangay as identified and stipulated in the plan. Through a resolution, the adoption of the BDP by the SP is made of record and official.



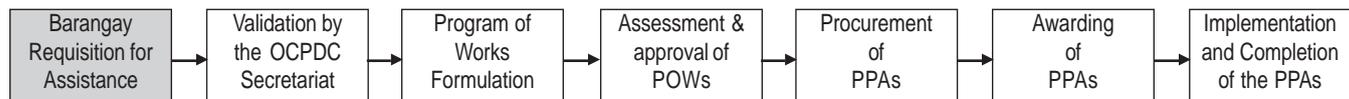
11.0 Implementation of Programs, Projects and Activities (PPAs)

The Barangay Development Investment Program (BDIP) generated during the planning exercise forms part of the Barangay Development Plan. It covers the resources, objectives/outputs, time scales and budgets. It is expected that implementation of these PPAs would respond to the different sectoral concerns of the community, thus leading to the attainment of planned goals and objectives. Once the BDP-BDIP is finalized and approved by legitimate bodies like, the Barangay Development Council (BDC), Barangay Council (BC) and City Development Council (CDC), the PPAs may then proceed to execution or implementation.

Projects may come in the form of capital (infrastructure) or non-capital (non-infrastructure). For PPAs funded by the barangay's own fund or needing funds from outside sources other than the city government, implementation follows the respective unit's implementation procedures.

PPAs that require assistance from the city government follow the usual implementation scheme of the city.

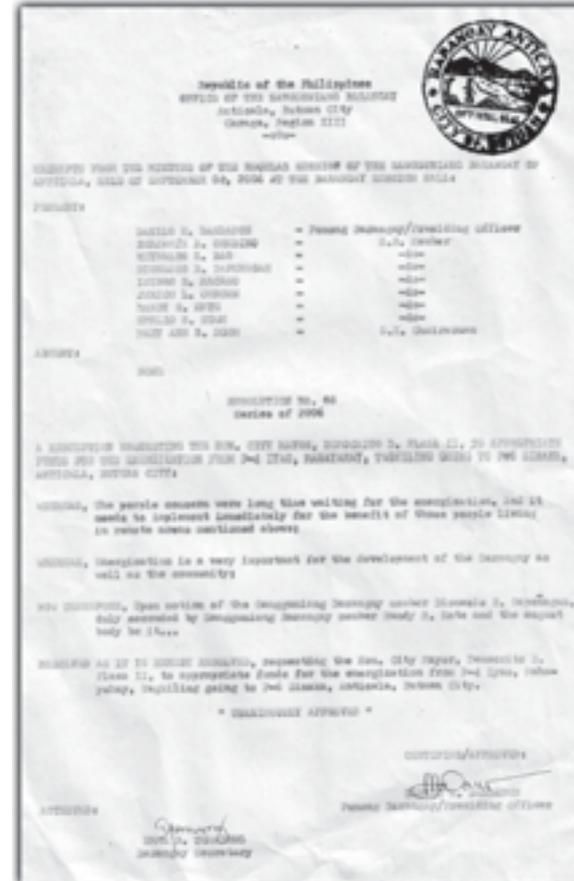
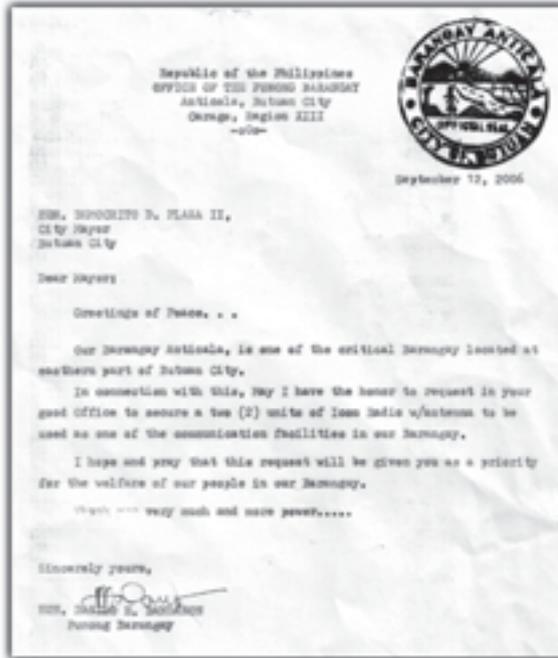
The outputs of the process are the Sangguniang Bayan Resolution and the Punong Barangay letter to the Local Chief Executive requesting for assistance on the PPAs, the Program of Work, Certification from the Office of the City Planning and Development Coordinator (OCPDC), Notice of Award, Notice to Proceed and the Actual implementation of the PPAs.

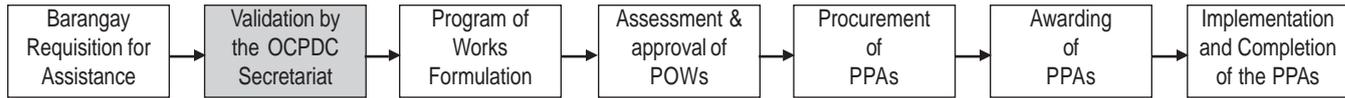


11.1 Barangay Requisition for Assistance

11.1.1 The Sangguniang Barangay (SB) drafts a resolution requesting assistance from the Local Chief Executive (LCE) or the Mayor. The approved resolution is enclosed in a letter from the

Punong Barangay to the Mayor reiterating the request for assistance. Copy of this request is given to the Office of the City Planning & Development Coordinator (OCPDC).





11.2 Validation by the Office of the City Planning and Development Coordinator (OCPDC)

- 11.2.1 The barangay presents a copy of the letter of request to the OCPDC to secure certification that the PPA is included in the BDIP.
- 11.2.2 After validation and confirmation of the PPA’s inclusion in the BDIP, the OCPDC issues certification to the concerned barangay.
- 11.2.3 The Office of the LCE may then inform the concerned office of the request for assistance from the barangay.

Republic of the Philippines
OFFICE OF THE CITY PLANNING & DEV'T.
COORDINATOR
 Butuan City

Project Name: *Gravelling of Barangay Roads*
 Location: *Barangay M.J. Santos, Butuan City*

Work Done By:
 Admin
 By Contract

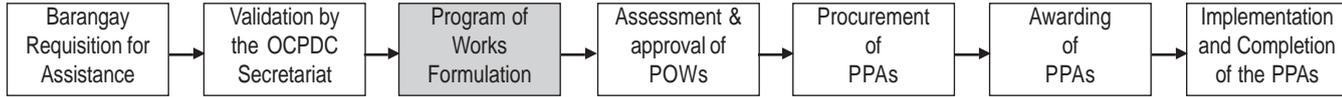
Remarks/Comments:
Project is included in their Barangay Development Plan.

Recommendation:
For Approval

Reviewed by:
Morin
ENGR. MERLINDA D. MORIN
 Project Dev't. Assistant

Noted:

ENGR. ANTEMEDO E. MILLOREN
 City Planning & Dev't. Coordinator



11.3 Program of Works (POWs) Formulation

- 11.3.1 The barangay follows up the status of its request for assistance and complies with the necessary requirements. For capital forming projects, the proponent barangay provides the necessary information and requirements to the City Engineering Office (CEO) and other concerned agencies as basis in formulating the program of work of the proposed project.
- 11.3.2 The CEO and other concerned agencies prepare the POWs containing the detailed technical description and corresponding cost of the desired PPAs for implementation.

Republic of the Philippines
OFFICE OF THE CITY ENGINEER
Butuan City

INDIVIDUAL PROJECT PROGRAM OF WORKS

Project Description: Rehab/Improvement of Drainage System at Agas, Ant. Langitan Presumed Market (L = 1,832 m)

Name & Location: Butuan City Sect. Title: _____

Duration: _____ Page Item: _____

Charges: Cons/Repair/Rehab. & Maintenance of all other Structures, Appropriation and Storage System Attachment: _____

Item of Work	Total	Unit	Qty.	Unit Cost
I. Demolition for structure	2.26	sq. m.	76.90	295.55
II. Excavation for Structure	0.82	cu. m.	228.48	32.78
III. Concrete Works	89.35	cu. m.	195.44	4,548.20
IV. Formworks	7.87	Lump sum		
	100.00			

Equipment Requirements:

Number	Description

Man Power Estimate:

Number	Description

DETAILED BIDDING ESTIMATE PROJECT COST P

Item	Amount	Percentage
Labour - 3.00m/Day	281,400.00	28.14
Materials	714,871.04	71.50
Equipment Rentals		
Fuel & Oil	27,699.20	2.77
Open Earth		
Site, Right of Way		
Overhead		
Miscellaneous	59.64	0.01
TOTAL	P 1,000,000.00	100%

Monitoring:

Item	Amount
Man	99.94
Supplies / O.C.M	
Contractor Profit	
VAT	
Eng's Supervision	
Risk / Conting	
Site, Right of Way	
Invest Charge C.A.B.	
Contract Amount	
Preference	
Car Insurance	
Total Project Cost	P 1,000,000.00
Total Estimate	P 1,000,000.00

Prepared by: LORELYN E. BURCO Engineer I

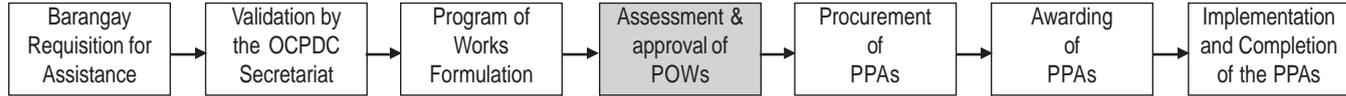
Recommended by: EMILY F. GAYON Asst. City Engineer

APPROVED: BENOCERTO D. PLAZA II City Engineer

Checked by: FRANKIE N. ALCAZAR Chief Planning & Programming Div. O.C. Designer

Approved by: ROGERIO N. CANOY Asst. City Engineer O.C. Designer

Ready proposed to be: Item (X) Contract (



11.4 Assessment and Approval of the Program of Works (POWs)

11.4.1 The barangay proponent submits to the office of the LCE the duly filled-up POWs together with the certification from the OCPDC.

11.4.2 After assessment by the office of the LCE of the POW's, the LCE approves the same.

#05-48
05/10/05

Republic of the Philippines
OFFICE OF THE CITY ENGINEER
Butuan City

INDIVIDUAL PROJECT PROGRAM OF WORKS

Item	Amount	Percentage
Labour / Man-Days	281,400.00	28.14
Materials	719,875.56	71.99
Equipment Rental		
Fuel & Oil	27,859.20	2.77
Power Parts		
Site, Right-of-Way		
Overhead		
Miscellaneous	68.64	0.01
TOTAL	P 1,000,000.00	100%

Monitoring	
Misc	68.64
Contingencies / O.C.M.	
Contractor's Profit	
VAT	
Engg. Supervision	
Mob / Insurb	
Site, Right-of-Way	
Project Charge / C.A.R.	
Contract Amount	
Professional	
Car Insurance	
Total Project Cost	P 1,000,000.00
Total Estimate	P 1,000,000.00

Proposed by: **LORELYN E. BURCO**, Engineer I

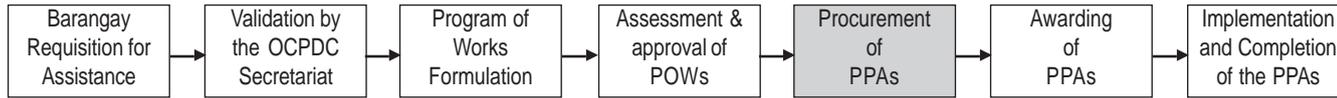
Recommended by: **EMILY P. GAYON**, Asst. City Engineer

Checked by: **FRANKIE N. ALCAZAR**, Chief Planning & Programming Div. OIC-Designate

Approved by: **ROGERIO N. CANOY**, Asst. City Engineer OIC-Designate

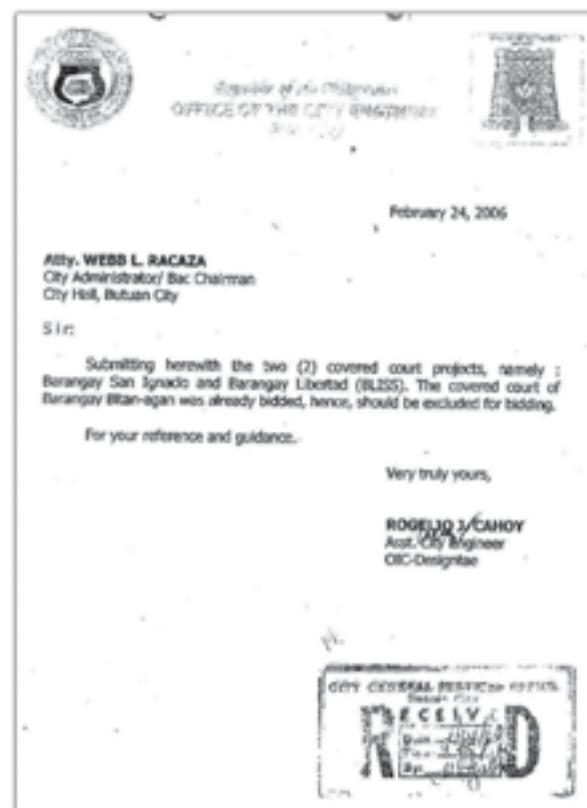
APPROVED: **DEMOCRITO D. PLAZA II**, City Mayor

Remarks proposed to be: Contract

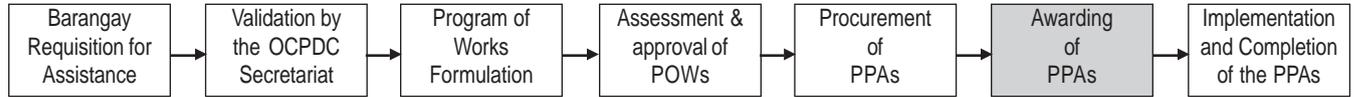
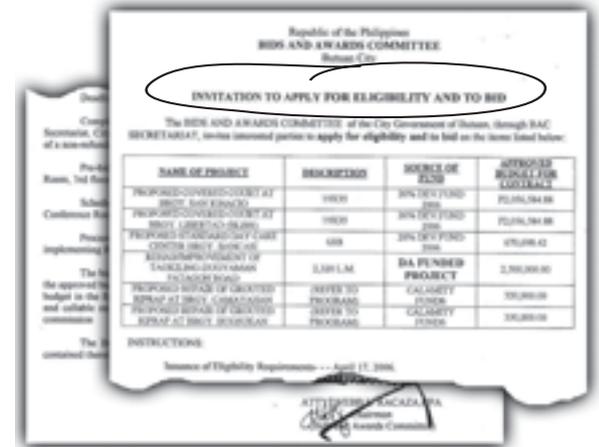


11.5 Procurement for the PPAs

Approved POWs of the proposed PPAs is either procured through competitive bidding or the combination of public bidding and by administration. The supply of labor both skilled and non-skilled is provided by the City Engineers Office and the barangay people where the project is to be located through voluntary arrangement. However, all materials that forms part or the requirement of the project will be procured through public bidding following the rules and regulations as provided by R.A. 9184. The other case is for the entire project to undergo competitive bidding. The Bids and Awards Committee only needs a notification (**Letter of Notice**) from the requesting office to BAC to conduct Public bidding.



In both cases, the public is present during the conduct of bidding. The office tasked to supervise the project usually initiates the request by preparing the purchase request. This request is supported by the approved POW and will be determined by the BAC if it will undergo bidding with or without publication depending on the amount of the project.

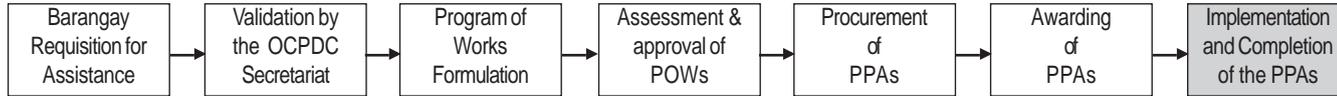


11.6 Awarding of PPAs

The bidding process ends with a winning bidder (after evaluation of bids). A *Notice of Award* will be issued. The perfected *Contract Agreement* is sent together with the *Notice to Proceed (NTP)* to the bidder signifying the start of the project implementation. The same is true with the bidding for materials where the labor will be supplied by the administration.



Awarded bidder is made to deliver the materials on the site cited in the terms and conditions during the invitation to bid while the office responsible for the supply of the labor will organize this requirement and proceed in prosecuting the project.



11.7 Implementation and Completion of the PPAs in the Barangay

Awarded contractors and/or bidders will be issued the *Notice to Proceed (NTP)* with the condition of executing the project in accordance to the number of days reflected in their offered bid. There are other conditions found in the contract executed by and between the project proponent and the contractor.

Prompted by the NTP, the winning bidder will mobilize its logistics and start the implementation of the project until its completion. Regular monitoring and evaluation conducted by a separate office follows with the corresponding report to support the billing of the contractor or winning bidder.

Completion of the project is certified by the supervising officer(s) with the concurrence of the barangay chairperson. The certification justifies the issuance of the Certificate of Acceptance by the project owner, the city government represented by the City Mayor, which in turn, hands over the project to the Barangay through a ceremony.

NAME OF PROJECT PROPOSED: COVERED COURT AT LARALAN, BUTUAN, BUTUAN CITY

REPUBLIC OF THE PHILIPPINES
BUREAU OF GOVERNMENT
BUREAU CITY

NOTICE TO PROCEED

MAY 31 2006
Date Issued

THE MANAGER
ME 1 CONSTRUCTION
BUTUAN CITY

Dear Sir:

The attached Contract Agreement having been approved, notice is hereby given to ME 1 CONSTRUCTION-CONSTRUCTION, BUTUAN CITY the DELIVERY OF SERVICES may proceed for the PROJECT/WORKS COVERED AT LARALAN, BUTUAN CITY.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Risk and Awards Committee (RAC Secretariat) Bureau City Government.

Very truly yours,

DEMONTEZ PLAZA 3
City Mayor
(Official Position Title)

I acknowledge receipt of this notice on: 05-31-06

Name of the Representative of the Bidder/Bidder: THE MANAGER,
ME 1 CONSTRUCTION
BUTUAN CITY

Authorized Signature: [Signature]

In some instances, the barangay being acknowledged as a government unit can pursue the procurement process by itself as long as it follows the provisions of R.A. 9184. The supervisory level that ensures projects reflected in the BDP are the ones prosecuted becomes thin—meaning, the City Mayor do not have a hand on the project if such were present in the BDP in as much as the documents will not pass his office. Example of this is an implementation of project funded out of a Senatorial countryside fund. The project can be implemented at the barangay level without any of its supporting documents, i.e., POW, Purchase Request, etc., passing the Office of the City Mayor. It is only during the monitoring and evaluation period that the significance of the project is revealed, such as the inclusion of the project in the BDP. (However, this can be viewed as a sign of maturity of such a barangay. Raising funds from different sources to realize projects at their own initiative is quite a feat.)

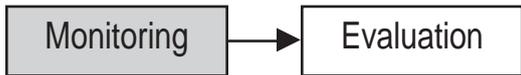
12.0 Monitoring and Evaluation

Implementation requires feedback to help steer activities towards the desired outcome. Monitoring and evaluation (M & E) provides the feedback to the implementers. In addition, monitoring based on performance measures crafted in an open and participatory manner and undertaken by civil society partners strengthens transparency and facilitates accountability among those responsible.

Monitoring and evaluation are performed to assess how faithfully and how effectively a plan is being carried out. At the macro level, monitoring and evaluation of the over-all plan is done. At the micro level, monitoring and evaluation of a specific program, projects and activities is also performed.

Although the M & E system is not very well instituted at the Barangay level yet, with this BDP Guidebook it is hoped that this process can eventually be applied and become part of the system of planning for development of the barangays.

The project monitoring committee (PMC) shall be formed / activated in each barangay. There are two main PMC forms to be accomplished, one on the status of Project Implementation and another on the Financial and Physical status of the investment programs/projects.



12.1 Monitoring

Monitoring requires an assessment of the progress of a development program or project. The assessment includes the identification of issues and problems encountered with the end view of facilitating the project's implementation.

In the course of the implementation of a program or project, both the over-all plan and specific programs or projects are monitored to determine whether the plan or the program/project is undertaken according to schedule and budget. If not, reasons for the variance are identified and analyzed. What is needed to be done to put it back on schedule and within the budget? Is there a need to revise either the schedule or the budget, or both?

In monitoring programs and projects, the following activities should be considered:

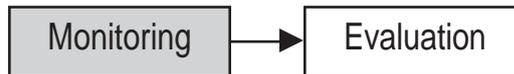
- 12.1.1 The local project monitoring committees (LPMC) are activated and strengthened through their Barangay Development Council (BDC).
- 12.1.2 Barangay Project Monitoring Committees (BPMCs) coordinate with the various implementing agencies (both national and local) as to the information requirement and monitoring timetable set by the BDCs.
- 12.1.3 Local project monitoring committees may generate their own data from any of the implemented PPAs they deem important for cross checking purposes.
- 12.1.4 Using the monitoring format of the Regional Project Monitoring and Evaluation System (RPMES) developed by National Economic and Development Authority (NEDA), the LPMC gathers the required input data to measure the over-all percentage completion of the PPAs being implemented.
- 12.1.5 Information generated should be processed by the BPMCs against the individual POW of the PPAs being implemented. Any slippage or deviation should be examined as to their veracity and remedial actions implemented. Unfavorable risk indicators should alert the LDC for activating the corresponding mitigating measures.

**PMO FORM D-1
REPORT ON THE STATUS OF PROJECT IMPLEMENTATION
SUTUAN CITY, As of July 12, 2006**

NAME OF PROJECT	LOCATION	IMPLEMENTING AGENCY	IMPLEMENTATION STATUS (%)			ISSUES	SOURCE OF INFORMATION	ACTION TAKEN / RECOMMENDATION
			Target	Actual	Variance			
(I)	(II)	(III)	(IV)	(V)	(VI)	(VII)	(VIII)	
1. Repair/Rehab. of Two (2) Units Classroom Elementary School Bldg.	Eng. Giron Sutuan City	CEO-LSU, Sutuan City (In a plant Construction)	70.00	94.20	24.20	The project is on going with no current problem arising. The ocular inspection was conducted by the LPWC last 06/23/06.	CEO - LSU LPWC	Project is on continuation use plus with the plans, specifications program of works. See attached pictures.
2. Const. of Two (2) Storey Bldg. Hall	Eng. Manzano Sutuan City	CEO-LSU, Sutuan City (MDC Construction)	35.00	96.50	1.50	The project is on going with no current problem arising. The ocular inspection was conducted by the LPWC last 06/06/06.	CEO - LSU LPWC	Project is on continuation use plus with the plans, specifications program of works. See attached pictures.
3. Rehab. of Communal Irrigation System	Eng. Baring Sutuan City	NSA-PD XII, Cagaya (Administration.)	25.00	26.79	1.79	The project was last partially suspended due to delayed release of cash support and for the unpaid expenditures owing to No. Pay 277,624.76.	NSA-PD XII LPWC	The NSA-PD XII has already submitted their request for early release of cash support at the NSA Central Office.

Prepared by: 
VICENTE C. LAGRADA, JR.
Project Eval. Officer III
City Planning & Dev't. Office

Attested by: 
ANTENEDO B. MELENDREN
City Planning & Dev't. Coordinator
PMC Member/Secretariat



12.2 Evaluation

This refers to the systematic assessment of a planned, on-going or completed intervention to determine its relevance, efficiency, effectiveness, impact and sustainability. The intent is to incorporate lessons learned into the decision-making process.

Evaluation process may be done in two ways:

12.2.1 On-going Evaluation - On going and periodic evaluation is conducted to provide early feedback to project management on the following concerns: policies affecting the project;

attainment of sectoral goals and objectives; adequacy of institutional arrangements; and the appropriateness of project design and the level of resources.

Although the M & E system is not very well instituted at the barangay level yet, with this guide book, it is hoped that this process can be applied and become part of the system of planning for the development of the barangay.

12.2.2 Post Evaluation - Post evaluation involves the systematic and objective assessment of completed development projects. It may be done at the end of the project or sometime thereafter. It analyzes project outcomes and the underlying factors which contribute to the project's success or failure so that it can identify the features that deserve a replication in future projects as well as the pitfalls that need to be avoided.

PMAC FORM 0 - 2
FINANCIAL AND PHYSICAL STATUS OF CAPITAL INVESTMENT PROGRAMS (PROJECTS)
 BUTUAN CITY, As of July 12, 2008

Project Title Agency Location	BUDGET		FINANCIAL STATUS						PHYSICAL STATUS				Remarks
	Total	Actual	Disburse	Unavail	Disbursement		Expended	Not	Done	Undone	Remarks		
					Actual	Unavail						Sub	
(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	(P)	
1. a) Project Title: a) Two (2) Child Care Centers Bantayan School Building b) CDO - (CDO) Butuan City c) Eng. Reyes, Butuan City	4,070,000	2,210,000	2,210,000	0.00%		2,210,000	2,210,000	54.30%	500	84.20	24.20	134.07	Project is ongoing. Incurred expense of 24.20%.
2. a) Const. of Two (2) Store Brg. Hl. b) CDO - (CDO) Butuan City c) Eng. Wankam, Butuan City	4,070,000	1,490,000	1,490,000	36.63%		1,490,000	1,490,000	36.63%	95.00	86.30	1.50	100.00	Project is ongoing. Incurred expense of 1.50%.
3. a) Rehabilitation of Commercial Single-Storey b) NPA-FY 100, Butuan City c) Eng. Bang Butuan City	4,070,000	1,270,000	1,270,000	31.20%	270,000		270,000	22.11%	25.00	25.70	1.70	107.40	The MAFO-03 is waiting for the release of cash support and payment of unmet obligations in order to fulfill the completion of the project.

Prepared by: 
VICENTE C. LAGRADA, JR.
 Project Eval. Officer III
 City Planning & Dev't. Office

Attended by: 
ANTENEO P. MILLORON
 City Planning & Dev't. Coordinator
 PMAC - Butuan City

12.3 Sample monitored implemented projects of the barangay



Actual field monitoring on some on-going infrastructure projects done by the technical working group of the City Project Monitoring Committee. Specifications are found in the preceding reports/tables. Projects implemented in the barangay are mostly infrastructure in nature. Seldom are social programs and activities planned and implemented.

GLOSSARY

Access - the ability of rural people to get closer to necessary goods and services

Accessibility Indicators - indicators of difficulty of access to specific goods and services

Annual Investment Plan (AIP) - is a “one-year” slice of the Barangay Development Program and the basis for resource allocation in preparing the annual budget

Assembly - a number of persons meeting together for a common purpose

Barangay Development Investment Program (BDIP) – is a mix of priority programs, projects and activities which were identified as the appropriate means of addressing the development and concerns of a barangay and its constituents

Claim Holder - refers to all people, men and women and children regardless of any other consideration

Deliberation - discussion or consideration of all sides of a problem or issue

Duty Bearer/Holder - refers to those responsible in carrying out the government obligation under domestic laws and international treaties

Economic - related to production and sale of cash crops, fish, and home industry products; to paid employment, both regular and casual; to other income generating activities; and to the purchase of goods

Evaluation - refers to the systematic assessment of planned, on-going or completed intervention to determine its relevance, efficiency, effectiveness, impact and sustainability

Focus Group Discussion (FGD) - a research method used in generating data by interview or discussion

Human Rights - legally enforceable entitlements, which require governments to address potential, unintended or unanticipated harm or threats that may result from development policies, plans, programs and activities

Integrated Rural Accessibility Planning (IRAP) - a local development planning process which is based on the concept that the lack of access of rural people to goods and services is one of the fundamental constraints to their development

Institutionalization - in the context of local government planning, it is the process of establishing legal mandates in undertaking a program

Investment Program - is a mix of priority programs and projects which were identified as the appropriate means of addressing the development and concerns of a locality and its people

Investment Programming - is a process of planned financing of barangay investment

Meta/Idea Cards - cards of various colors approximately 3x8 inches where participants write individual ideas

Minimum Basic Needs (MBN) - define the basic minimum criteria for attaining a decent quality of life

Millennium Development Goals (MDGs) - Roadmap for meeting the commitments of the Millennium Declaration which have been internationally accepted as a common global development framework.

Mission - a statement that helps define what the barangay and its people will focus on to achieve its vision

Monitoring - an assessment of the progress of a development program or project

Opportunities - trends and events whether economic, social, political or technological, that can significantly benefit a community in the future such as high demand for the products of a locality, programs or projects of government or the private sector, availability of grants and donations for development and new law or technological breakthroughs

Participatory Resource Assessment (PRA) - a tool which focuses on the different sector in assessing the issues regarding the historical events and timeline, organizational effectiveness, cropping cycle, household events, gender time line, gender and historical transect, strengths, weaknesses, opportunities and threats matrix, by poverty dimension, ranking matrix and the income-expenditure tree.

Resolution - a statement expressing the intention or judgment of an assembly or group

Resources - funds available for development activities are always limited and it is therefore important to utilize them effectively

Resource Mobilization - a mechanism that will hasten the flow of financial resources to support activities at the local levels, particularly those that have less access to the financial system

Rights Based Approach (RBA) - a conceptual framework for the process of human development that is normatively based on international human rights standards and operationally directed to the promotion and protection of human rights while applying the integration of the norms, standards and principles of the international human rights system in the plans, policies and processes of development

Stakeholders - individuals or groups in the barangay who can affect or be affected by the achievements of the organization's (barangay) objectives

Situational Analysis - an analysis of the many interacting factors such as socio-economic, demographic, physical, political, cultural and institutional affecting the barangay and its people

Social - related to health care and education and other social activities

Strategic Planning - the process for setting direction and focus in search for and creation of new growth areas/future achievements in a participatory and systematic approach

Strengths - features or attributes in the environment, which enhance the development of a community, e.g. rich soil, large body of water, springs, lakes, or large agricultural areas

Subsistence - related to meeting the essential needs of life, including water and fuel, wood collection and domestic food production

Sustainability - relates primarily to operation and maintenance of facilities that are provided

SWOT Analysis - a systematic development and evaluation of past, present and future data in terms of Strengths, Weaknesses, Opportunities and Threats to identify the critical factors, both internal and external, that influence a given situation, the implications of each factor and specific recommendations for future action

Threats - events that can potentially harm the present or future development or economic program of a community such as environmental degradation, degradation of mangroves and swamps, irreversible land degradation from mining, change in government policies and leadership

Trigger/Focus Question - a guide question that is extremely useful in bringing out ideas from people

Validation - the process of confirming by facts or authority and to declare legally

Vision - the stakeholders' shared image of the future of the community

Weaknesses - attributes that limit or inhibit economic progress or development of a community such as poor soil, shortage of infrastructure facilities, lack of market and credit facilities, location within typhoon prone areas or fault lines, deteriorating peace and order condition and low literacy rate

REFERENCES

- CIDA-IPHC-DMSF. 1997. Community, Organizing - Participatory Action Research. Its Concept, Philosophy and Principles. Canadian International Development Agency, Manila Philippines and Institute of Primary Health Care - Davao Medical School Foundation, Davao City, Philippines.
- CIDA-NCRFW. 1993. Guidelines for Developing and Implementing Gender-Responsive Projects and Programs. Canadian International Development Agency-National Commission on the Role of Filipino Women Institutional Strengthening Project II, Manila, Philippines.
- DA-PRISP, EU. 1999. Resource Materials for Trainers / Lecturers. Department of Agriculture-Philippine Rural Institutional Strengthening Programme, Quezon City, Philippines; and the Delegation of the Commission of the European Union in the Philippines, Makati City, Philippines.
- DILG-ILO. 1995. Reading Materials for Integrated Rural Accessibility Planning T1-Training. Department of the Interior and Local Government, Pasig City, Philippines; and International Labour Organization, Manila, Philippines.
- DILG-NEDA-Leagues of Provinces, Municipalities, Cities and Liga ng mga Barangay. 1994. Local Planning Guidebooks and Advisories. Department of the Interior and Local Government and National Economic and Development Authority, Pasig City, Philippines.
- DILG-NEDA, LGSP. 2004. How to Formulate an Executive and Legislative Agenda for Local Governance and Development: A Manual and Guide. Department of the Interior and Local Government, National Economic and Development Authority, and the Philippines-Canada Local Government Support Program, Pasig City, Philippines.
- Hamilton, Dennis K. and M. T. Hamilton. 1983. A Handbook for GOPP Participants. Federal Republic of Germany through the Deutsche Gesellschaft fur Technische Zusammenarbeit (GTZ).
- Pasay City Government-Brotherhood of Christian Brotherhood of Pasay City. Bayanihan Oriented Barangay Development Plan. A Manual. Local Government of Pasay City, Philippines.
- The Local Development Planning Division - Bureau of Local Government Development. 1994. Primer on Local Development Planning. Department of the Interior and Local Government, Manila, Philippines.

BDP Manual Development Team



Writers

ENGR. ANTENEDO E. MILLOREN
City Planning and Development Coordinator

LOUNELLA D. VILLANUEVA
Planning Officer III

ILLINO A. VILLANUEVA
Project Development Officer II

ENGR. MERLINDA D. MORIN
Project Development Assistant

ENGR. PETRA C. BABIA
Planning Officer IV

VICENTE C. LAGNADA JR.
Project Evaluation Officer III

CARMELITA E. SULLA
Economist II

AREZA B. RASUMAN
Clerk

ATTY. MARYLIN PINTOR
Regional Director
CHR - CARAGA

Editorial Consultant

CHRISTOPHER E. ROLLO
UN-Habitat

Book Designer

BRIAN C. ELMIDO
Clerk, CSWD

Publication Consultant

MERVIN CONCEPCION VERGARA

Administrative Support

GLORIA C. BURANDAY
Administrative Assistant

**BARANGAY DEVELOPMENT PLAN (BDP) FORMULATION SEMINAR/WORKSHOP
TEAM**

Office of the City Planning and Development Coordinator
Butuan City

ENGR. ANTENEDO E. MILLOREN
City Planning and Development Coordinator

RIZALINA C. CUIZON
Assistant City Planning and Development Coordinator

Facilitators

ENGR. PETRA C. BABIA
Planning Officer IV

LOUNELLA D. VILLANUEVA
Planning Officer III

VICENTE C. LAGNADA JR.
Project Evaluation Officer III

ILLINO A. VILLANUEVA
Project Development Officer II

MA. LAURISSE S. GABOR
Sociologist II

CARMELITA E. SULLA
Economist II

NONILONA P. MAYUGA
Project Evaluation Officer II

MELBA A. SECOTE
Statistician I

ENGR. MERLINDA D. MORIN
Project Development Assistant

AREZA B. RASUMAN
Clerk

Co-Facilitators

ENGR. FRANCIS P. DEMATA
MARK RAYMUND B. PINTAC
NEIL FRANCISCO T. DOLLIZON
BELINDA B. CUENCA
ROLINA F. SOLAMO
MERIAM T. VALLEBAS
APRIL ROSE C. CUPAY
JOANNE F. PEREZ

Maps

JOVITO B. CUENCA
Draftsman I

Seals / Logos

CRISTOPHER S. ARIOLA
Statistician Aide

Encoders

GILDA T. BUCOL
SARAH V. ROSERO

Administrative Staff & Support

GLORIA C. BURANDAY
Administrative Assistant

SONIA B. CUIZON
Clerk III

JOSEPHINE P. ATO
Clerk II

HERMOGENES E. TAMPOY
ANTONIO G. BURANDAY
Drivers