

# **COMPREHENSIVE DEVELOPMENT PLAN (CDP) FACILITATOR'S TOOLKIT**



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### **Comprehensive Development Plan (CDP) Facilitator's Toolkit**

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# HISTORY

**T**he present Department of the Interior and Local Government (DILG) traces its roots from the Philippine Revolution of 1897. On March 22, 1897, the Katipunan Government established the first Department of Interior at the Tejeros Convention.

A revolutionary government was also established at that time and the new government elected General Emilio Aguinaldo as President and Andres Bonifacio as Director of Interior, although Bonifacio did not assume the post. At the Naic Assembly held on April 17, 1897, President Aguinaldo appointed General Pascual Alvarez as Secretary of the Interior.

The Department of Interior was enshrined in the Biak-na-Bato Constitution signed on November 1, 1897. Article XV of the said Constitution defined the powers and functions of the Department that included statistics, roads and bridges, agriculture, public information and posts, and public order.

As the years of struggle for independence and self-government continued, the Interior Department became the premier office of the government tasked with various functions ranging from supervision over local units, forest conservation, public instructions, control and supervision over the police, counter-insurgency, rehabilitation, community development and cooperatives development programs.

In 1950, the Department was abolished and its functions were transferred to the Office of Local Government (later renamed Local Government and Civil Affairs Office) under the Office of the President. On January 6, 1956, President Ramon Magsaysay created the Presidential Assistant on Community Development (PACD) to implement the Philippine Community Development Program that will coordinate and integrate on a national scale the efforts of various governmental and civic agencies to improve the living conditions in the barrio residents nationwide and make them self-reliant.



## MESSAGE OF THE REGIONAL DIRECTOR



It is with great pride and honor that we present to you the Comprehensive Development Plan (CDP) Facilitator's Toolkit developed through the initiative of the Local Governance Regional Resource Center I (LGRRC I) of DILG Regional Office I and the Regional and Provincial CDP Focal Persons. The first-of-its-kind in the Region, this toolkit will definitely strengthen the capacities of our Learning Resource Institutions (LRIs), Civil Society Organizations (CSOs) who are members of the Multi-Sectoral Advisory Council (MSAC) of the LGRRC I and other service providers in rendering technical assistance to our local government units in crafting their CDPs.

The DILG has vigorously pursued its mandate to establish and formulate plans, policies and programs to strengthen the technical capabilities of local governments towards a rationalized planning system. As such, the crafting of this toolkit was a result of the series of workshops and consultations with the Regional and Provincial CDP Focal Persons together with the pool of Environmental Planners of DILG Region I. We hope that through this toolkit, the low turn-out of compliant LGUs in terms of crafting a risk-informed CDP will be substantially addressed and in turn will facilitate the crafting of an inclusive and more holistic plans and programs in support to the realization of the Filipino's aspiration for a "*matatag, maginhawa, at panatag na buhay para sa lahat*".

As we move forward in the new normal and beyond, rest assured that the DILG Region I thru its LGRRC will continue to develop and popularize knowledge products such as this toolkit to further enhance the capacities of our local government units in performing their mandated functions.

To our clients and all the people who unselfishly poured out their time and effort for the realization of this toolkit, *Mabuhay po kayo!*

  
**JAMES F. FADRILAN, CESO III**  
Regional Director

## MESSAGE OF THE OIC- ASST. REGIONAL DIRECTOR



The challenges of 2020 unexpectedly heightened to a disaster and taxed everyone, everywhere. We are always in a position where one's character is tested, and the ability of communities to work together and rise up to trials is stirred. But the COVID-19 pandemic is unique and has forced us to operate out of our usual practice and into the "new normal". And though we are in a difficult situation, we are proud to say that we are resilient and adaptive.

The current crisis has affected the implementation of our PPAs, as well as our targets and accomplishments. Recognizing the importance of the Comprehensive Development Plan (CDP) to the LGUs, the DILG Region 1 made ways to still carry out the program and deliver results.

The Toolkit for the Formulation of the Risk-Informed CDP was designed to address the low percentage turn-out of LGU compliance and the limited number of resource pool members. More so, it was conceptualized in response to the existing health risks and LGU safety protocols. The DILG R1 facilitated participation and learning during the CDP trainings, consultations, and conferences through the blended approach (online sessions, webinars, and face-to-face meetings). Further, the involvement of Local Resource Institutes (LRIs), partner Civil Society Organizations (CSOs), and DILG organic personnel has made this undertaking more collaborative and participatory.

And so we are proud to offer you one of the fruits of our hard labor – the CDP Facilitator's Toolkit. We hope that this will inspire our CDP Resource Persons and Facilitators in providing much needed technical assistance, guide our LGUs in championing good local governance, and motivate other users to effect sectoral development as they pass on knowledge earned from this manual.

  
**AGNES A. DE LEON, CESO V**  
OIC- Asst. Regional Director

# ACKNOWLEDGEMENTS

The Comprehensive Development Plan (CDP) Facilitator's Toolkit is a knowledge product founded on DILG Region 1's innovation and teamwork. This first ever CDP Facilitator's Toolkit in the region was funded by the Support for the Local Governance Program Project Management Office headed by Program Manager Richard L. Villacorte and made possible through the concerned efforts and resources of the following:

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## **ACRONYMS**

**ADSDPP** Ancestral Domain Sustainable Development and Protection Plan

**AIP** Annual Investment Program

**BLGF** Bureau of Local Government Finance

**BOM** Budget Operations Manual for Local Government Units

**BuB** Bottom-up Budgeting

**CBMS** Community-Based Monitoring System

**C/MENRO** City/Municipal Environment and Natural Resources Officer

**C/MHO** City/Municipal Health Office

**C/MLGOO** City/Municipal Local Government Operations Officer

**C/MPDC** City/Municipal Planning and Development Coordinator

**CapDev** Capacity Development

**CCA/DRR** Climate Change Adaptation/Disaster Risk Reduction

**CDP** Comprehensive Development Plan

**CLPI** Core Local Poverty Indicator

**CLUP** Comprehensive Land Use Plan

**CO** Capital Outlay

**CSOs/POs** Civil Society Organizations/People's Organizations

**DBM** Department of Budget and Management

**DENR** Department of the Environment and Natural Resources

**DILG** Department of the Interior and Local Government

**DOF** Department of Finance

**DSWD** Department of Social Welfare and Development

**DTI** Department of Trade and Industry

**ELA** Executive Legislative Agenda

**EP** Ecological Profile

**GAD** Gender and Development

**GAM** Goal Achievement Matrix

**GFPS** Gender and Development Focal Point System

**GPB** Gender and Development Plan and Budget

**GSIS** Government Service Insurance System

**HLURB** Housing and Land Use Regulatory Board

**HRMD** Human Resource Management and Development

**HRMO** Human Resource Management Office

**ICCs/IPs** Indigenous Cultural Communities/Indigenous Peoples

**ICT** Information and Communications Technology

**IRA** Internal Revenue Allotment

**IRR** Implementing Rules and Regulations

**JMC** Joint Memorandum Circular

**LA** Legislative Agenda

**LCCAP** Local Climate Change Adaptation Plan

**LCE** Local Chief Executive

**LDC** Local Development Council

**LDI** Local Development Indicators

**LDIP** Local Development Investment Program

**LDIS** Local Development Indicator System

**LDRRMO** Local Disaster Risk Reduction and Management Office

**LDRRMP** Local Disaster Risk Reduction and Management Plan

**LEP** Local Expenditure Program

**LFC** Local Finance Committee

**LGC** Local Government Code

**LGU** Local Government Unit

**LRMP** Local Resource Mobilization Program

**LSBs** Local Special Bodies

**M&E** Monitoring and Evaluation

**MGB** Mines and Geosciences Bureau

**MOOE** Maintenance and Other Operating Expenses

**NEDA** National Economic and Development Authority

**NEO** Newly Elected Officials

**NGA** National Government Agencies

**NGO** Non-Government Organizations

**OSCA** Office of Senior Citizens Affairs

**PAGASA** Philippine Atmospheric Geophysical and Astronomical Services Administration

**PDC** Provincial Development Council

**PDP** Philippine Development Plan

**PIP** Philippine Investment Program

**PCIA** Peace-Conflict Impact Analysis

**PCW** Philippine Commission on Women

**PDIP** Provincial Development Investment Program

**PDPFP** Provincial Development and Physical Framework Plan

**PHILVOCS** Philippine Institute of Volcanology and Seismology

**PLUC** Provincial Land Use Committee

**PPAs** Programs, Projects and Activities

**PPDO** Provincial Planning and Development Office

**PS** Personal Service

**PWD** Persons with Disability

**RA** Republic Act

**RaPIDS** Rationalized Planning Indicator and Data Set

**RDP** Regional Development Plan

**RHU** Rural Health Unit

**RLA** Regional Line Agency

**RFPF** Regional Physical Framework Plan

**RPS** Rationalized Local Planning System

**RPT** Real Property Tax

**SAFDZ** Strategic Agricultural and Fisheries Development Zones



**SB/P** Sangguniang Bayan/ Panlungsod

**SEP** Socio-Economic Profile

**SLPBC** Synchronized Local Planning and Budgeting Calendar

**SWDO** Social Welfare and Development Office

**TWG** Technical Working Group

## **ABOUT THE CDP TOOLKIT**

The Facilitator's Toolkit for the Formulation of a Risk-Informed Comprehensive Development Plan is designed for individuals who will provide the necessary technical assistance to cities and municipalities in updating their local development plans.

These include DILG Local Government Operations Officers (LGOOs), Resource Persons from Local Resource Institutes (LRIs), Civil Society Organizations (CSOs), Environmental Planners, and others who are tapped to provide interventions in development planning.

The toolkit intends to guide the facilitators in simplifying the approach to development planning, and in emphasizing the need to integrate sectoral and thematic concerns, such as Disaster Risk Reduction and Management (DRRM), Climate Change Adaptation (CCA), and Gender and Development (GAD).

# INTRODUCTION

The Comprehensive Development Plan (CDP) is one of the plans that Local Government Units (LGUs) are mandated to formulate as stated in the Local Government Code of 1991. The Department of the Interior and Local Government (DILG) is tasked to provide the necessary technical assistance in the preparation of this plan, and has issued the CDP Illustrative Guide. The Guide enumerated the steps to be undertaken by the planning team, as well as strategies for facilitating the preparation and updating of the plan.

During the various workshops conducted in Local Government Units (LGUs), it has been observed that most LGU Technical Working Groups (TWGs) have difficulty in preparing and updating their plans due to insufficient or absence of relevant data. This leads to delays in the formulation of the plan, as well as inconsistencies in the identification of issues and projects. If not addressed, this results to funding programs and projects that are not responsive to the needs of the people.

Data collection must be done before planning can begin and programs can be identified for funding. It is through data collection that the LGU can conduct analysis and make informed decisions based on quality information. Without data, LGUs would resort to outdated methods, have inaccurate estimates and projections resulting to programs and projects that are not responsive to the needs of the public.

It is therefore imperative to establish a database using various tools such as, but not limited to, the Community-based Monitoring System (CBMS), Geographic Information System (GIS), Rationalized Planning Indicator Datasets (RaPIDs), and Climate and Disaster Risk Assessment (CDRA). We recommend the conduct of workshops on these tools in order for LGUs to map out relevant data which will be used in the succeeding sessions.

Establishing a database would ensure that the identification of programs, projects and services are evidence-based and sufficient for meaningful analysis. Other stakeholders can be tapped during this stage, such as Civil Society Organizations (CSOs), Local Resource Institutes (LRIs) and other National Government Agencies (NGAs) to promote and strengthen multi-sectoral engagement in local development.

## **OVERVIEW OF THE COMPREHENSIVE DEVELOPMENT PLAN (CDP)**

- Present the Hierarchy of Plans and start with the Comprehensive Land Use Plan (CLUP). Emphasize that there are four (4) policy areas – Settlement policies; Infrastructure policies; Production area; and Protection area. The CLUP covers 9-10 years and is considered a long-term plan.
- Proceed by discussing the Comprehensive Development Plan (CDP) which is a medium-term plan covering a 6-year period. It focuses on multi-sectoral development plans (social, economic, environmental, infrastructure and institutional).
- Discuss the Executive – Legislative Agenda (ELA) which is a term-based plan that covers three (3) years. Further, discuss the implementation instruments – the Local Development Investment Plan (LDIP), the Annual Investment Program (AIP), and others.
- Present the legal bases of the CDP.
- Briefly discuss the JMC No. 1 series of 2016, MC 2016-102, DILG MC 2010-112, and JMC 2007-01.
- Discuss the five (5) development sectors - social, economic, environmental, infrastructure and institutional – and proceed with the sub-sectors.
- Proceed by presenting an image of a flower and explain how it symbolizes the CDP. Cite section 106 of RA 7160.
- In addition, discuss the five (5) major steps to be undertaken in the formulation of the Risk-informed CDP. Take into account the process of the Climate and Disaster Risk Assessment (CDRA) that will be used in assessing hazards, risks and vulnerabilities of the LGU.
- Mention the Mandanas Law in relation to the major roles that the LGU will play during its implementation. Emphasize that the significant increase in the LGUs' revenues shall also entail greater responsibilities.

## **SESSION 1**

### **Conducting the Climate and Disaster Risk Assessment (CDRA)**

#### **Objectives**

By the end of this session, participants shall have:

1. Understood the process used in CDRA;
2. Established risks and vulnerabilities in the five system of interest;
3. Studied risks of exposed elements;
4. Identified the priority decision areas that need to be addressed; and
5. Identified various risks and climate change adaptation and mitigation measures and spatial policy interventions..

#### **Duration**

- 5 days (includes discussion and series of workshop)

#### **Process**

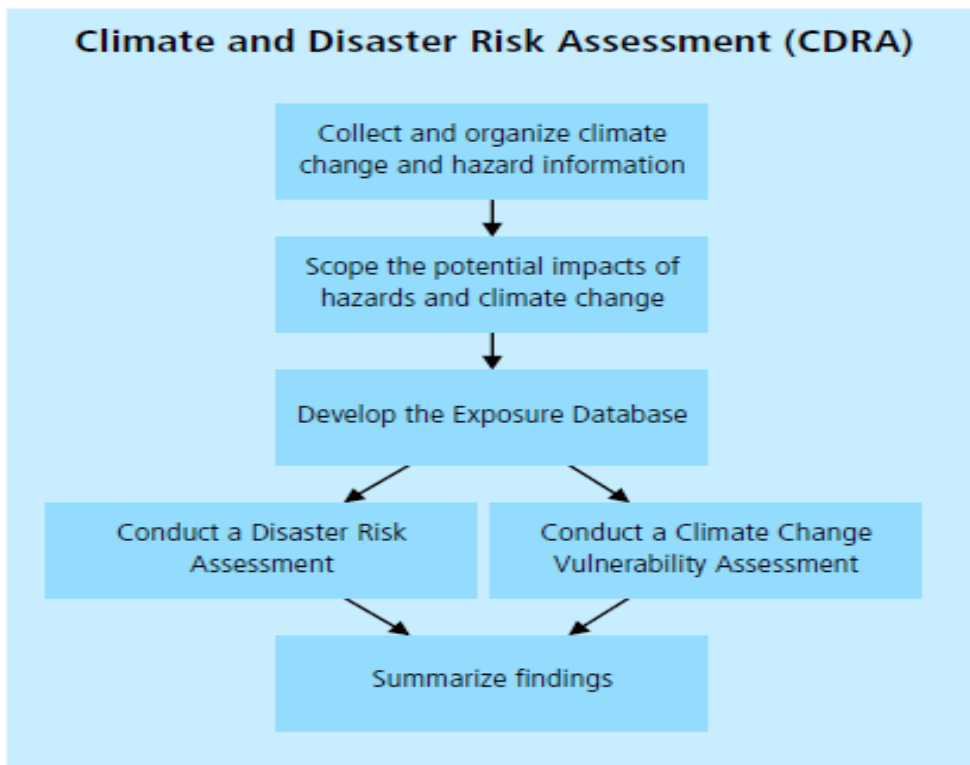
Before discussing the steps to be undertaken, introduce the legal bases of CDRA and cite the Climate Change Act of 2009 (Republic Act No. 9729) and the Philippine Disaster Risk Reduction and Management Act of 2010 (Republic Act No. 10121).

Present the Guidelines for mainstreaming Climate Change Adaptation and Disaster Risk Reduction and Management (CCA-DRRM) into the Comprehensive Development Plan (CDP). Emphasize that the CDRA tool used for the preparation/ updating of the CDP was developed in partnership with the Department of Human Settlements and Urban Development (DHSUD), formerly known as Housing and Land Use Regulatory Board (HLURB).

Discuss the DILG Memorandum Circular 2015-77 re: Guidelines on Mainstreaming CCA – DRR in local development Planning that is responsive to issued laws related to DRR- CCA and focused on Mainstreaming Entry Points in the CDP as follows:

- Existing Ecological Profile
- Planning Structure
- Planning Process
- Development /Sectoral Plans

Present the six (6) Steps of CDRA:



### **PART 1: Collecting and organizing climate change and hazard information**

- Begin the session by discussing the objectives of step 1:
  1. Understand the various future climate scenario/s by analyzing climate change scenarios.
  2. Characterize the natural hazards that may potentially affect the locality/barangay
  3. Understand previous disasters and severely affected elements.
- Enumerate the outputs of Step 1:
  1. Local Climate Change Projections
  2. Inventory of Natural Hazards and their Characteristics
  3. Tabular compilation of historical disaster damage/loss data
  4. Summary of barangay-level hazard inventory matrix



- Present the process as follows:
  1. Collect and organize Local Climate Change information
  2. Collect and organize hazard information
  3. Analyze previous disasters
  4. Prepare a hazard susceptibility inventory matrix
- Discuss the first process by citing the Climate Change in the Philippines source book where the standard seasonal temperature and seasonal rainfall can be culled out which is provincial based data and not municipality based. Emphasize that climate projections that can be computed by one municipality can also be the computation of the others because it is provincial based.
- Present the templates under the first step of the CDRA and discuss the template one by one and the columns of each template. Mention the 1<sup>st</sup> template Projected Changes in climate variables.

Table 1. Projected Changes in Climate Variables, Municipality/City of \_\_\_\_\_, Province \_\_\_\_\_.

Climate Variable	Observed Baseline (1971–2000)	Specific Change Expected and Reference Period	General Changes in Climate Variables	Information about Patterns of Change
A	B	C	D	E
Temperature	____ °C during the DJF ____ °C during the MAM ____ °C during the JJA ____ °C during the SON	____ °C by 2020 and ____ °C by 2050 during the DJF ____ °C by 2020 and ____ °C by 2050 during the MAM ____ °C by 2020 and ____ °C by 2050 during the JJA ____ °C by 2020 and ____ °C by 2050 during the SON		
Rainfall	____ during the DJF ____ during the MAM ____ during the JJA ____ during the SON	____ by 2020 and ____ by 2050 during the DJF ____ by 2020 and ____ by 2050 during the MAM ____ by 2020 and ____ by 2050 during the JJA ____ by 2020 and ____ by 2050 during the SON		
Number of Hot days	____ days	____ days exceeding 35° C in 2020 ____ days exceeding 35° C in 2050		
Number of Dry days	____ days	____ days with <2.5 mm of rain in 2020 ____ days with <2.5 mm of rain in 2050		

1 Climate Change Projections | 2 Hazard Inventory | 3 Records of Disasters | 4 Hazard Susceptibility ...

- Afterwhich, discuss how we characterize hazard according to the following factors:

**Spatial Extent** –areas within the municipality/ city and certain barangays that are likely to be inundated or affected by a particular hazard

**Magnitude/Intensity** -the estimated strength of the hazard that will impact an area (i.e. Flood can be expressed in water depth, water flow velocity and or duration , storm surge expressed in wave lengths/heights earthquake ground shaking expressed as intensity scale.

**Frequency/Probability of occurrence** – refers to the likelihood or the average recurrence interval (expressed in years) that a hazard event may happen; chance of it occurring per year (expressed in percentage)

**Duration**-refers to how long the hazard will occur (expressed in minutes, days, weeks etc.)

**Speed of Onset**-Whether the occurrence of the hazard is slow/creeping (i.e Drought) or rapid/ fast (flashfloods, earthquakes, Landslides).

- Show the template on the hazard inventory and mention the columns of the template.

Table 2. Inventory of Hazards and description, Municipality/City of \_\_\_\_\_, Province of \_\_\_\_\_

Hazard	Map Information			Hazard Description				
	Source	Scale	Format/date/Reference system	Susceptibility	Magnitude	Speed of Onset	Frequency and/or Duration	Areas Covered
A	B	C	D	E	F	G	H	I
Flood Susceptibility								
Rain Induced Landslide								
Storm Surge								
Ground Rupture								
Ground Shaking								
Liquefaction								
Earthquake Induced Landslide								
Tsunami								
Volcanic Hazard								
Others								

**Instructions:**

1. Enumerate gathered hazard maps from mandated agencies and developed by the LGU (A)
2. Referring to your collected hazard maps, identify the the following:
  - \*Source (B): the agencies that provided/formulated the maps
  - \*Scale (C): 1:10,000 - 1:50,000

1 Climate Change Projections 2 Hazard Inventory 3 Records of Disasters 4 Hazard Susceptibility ...





*TIP: In critiquing their outputs, check the consistency if they have answered all the columns for the first template: climate change projections. Ensure that they did not fill up the last five columns (Col. F to J or system of interest affected with hazard which is applicable for Step 2 which is scoping the potential impact)*

*For the 2nd template: Hazard inventory, ensure that the areas covered are specified (Names of barangays are mentioned and complete details are answered in columns B to H.)*

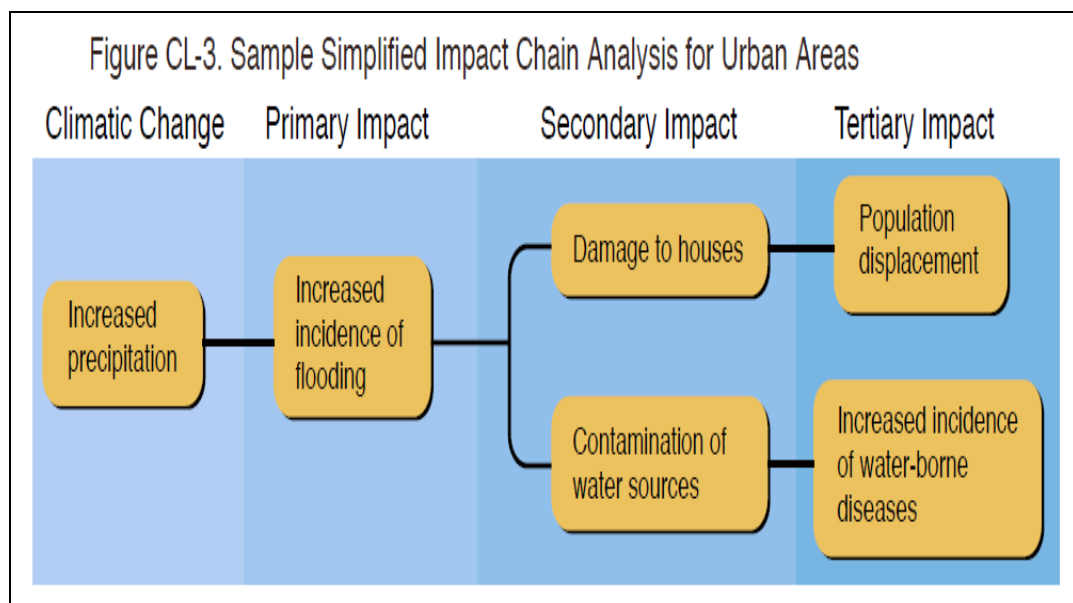
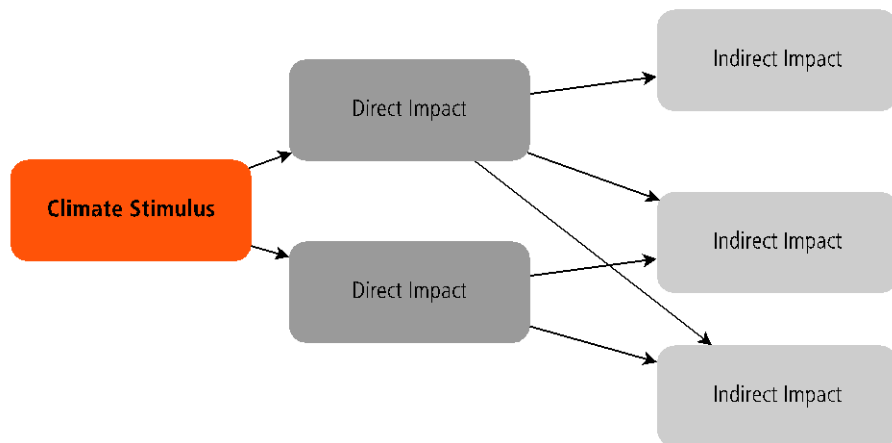
*For the 3rd template: Records of previous disaster, ensure that hazard events and description are specified and all columns were properly filled-up and the source of data were also mentioned*

*In the 4th template::Hazard Susceptibility Inventory Matrix, ensure that all hazards under each barangays have experience these hazards by putting a check mark in all hazards of the barangay.*

## **PART 2: Step 2: Scope the potential impacts of climate hazards and climate change on the LGU**

- **Begin the session by connecting or linking the first session to the next session. Mention that after gathering information on climate change we are now ready to identify the possible impacts of this climate variables that might affect the system of interest.**
- **Present the objectives of this step as follows :**
  1. Identify the various stimulus that may likely affect the locality
  2. Identify the potential impacts and the spatial manifestations of climate change
- **After the objectives, present the outputs for this step as follows :**
  1. Impact chain Analysis
  2. Structuring Impact chain Analysis or tabular form of the impact chain analysis

- Present the impact chain analysis by showing the two (2) kinds : 1) identifying the direct and indirect impact and the 2) identifying the primary impact, secondary impact and the tertiary impact



- Present and discuss the systems of interest that will be assessed from steps 1 to steps 6 of the CDRA process. Start with the Population then, Urban Areas, followed by Natural Resource-based Production Areas, Lifeline Utilities and finally the Critical Point Facilities. Discuss further by enumerating the coverage of the five systems of interest.
- Present the template to be used: Climate Change projections , climate change impacts and Geologic Hazard Impacts . Discuss the columns of each template and the desired answer of the templates.

- After the discussion, let them work with their team mates by specifying a climate variable and hazard and the potential impact that might happen in a certain LGU by system of interest or by sector (Social, Economic, Environment, Infrastructure, Institutional). Give them 2 hours to complete the workshop. . Give them an advance information that there will be a presentation of output and discuss among themselves who will present for Workshop 2.



*TIP: In critiquing their outputs, check if they have answered all the columns for the first template: Further, check the consistency of their answers.*

*Check the 2nd template: climate change impacts, if the answers to the tables are consistent with the impact chain analysis per system of interest or per sector.*

*Check if the LGU has answered geologic hazard under step 1 Hazard susceptibility to validate the answer in step 2.*

### **PART 3: Step 3: Exposure and Sensitivity Analyses**

- Begin the session by linking steps 2 and 3. Note that the gathered potential impacts will now be used to gather baseline information on the affected elements.
- Briefly discuss what is Exposure Database , Exposure, Sensitivity.
  - ⇒ Exposure Database provides the baseline information that pertains to the elements at risk . It shall provide the location , sensitivity and adaptive attributes of the exposed elements which are necessary information when conducting a climate change vulnerability assessment (CCVA ) and disaster risk assessment (CDRA);
  - ⇒ Exposure refers to the area/ sector which is at risk from climate change (e.g . population, resources, property); and
  - ⇒ Sensitivity is defined as the degree to which a system is affected by the BIOPYHSICAL impact of climate change. It considers the SOCIO-ECONOMIC context of the systems that are exposed.
- **Present the objectives of this step as follows :**
  1. Identify the exposed elements at risk ;
  2. Determine the level or degree of sensitivity of the affected population, location and critical facilities from the identified hazards.
  3. Discern the adaptive capacity of the LGU based on their existing condition



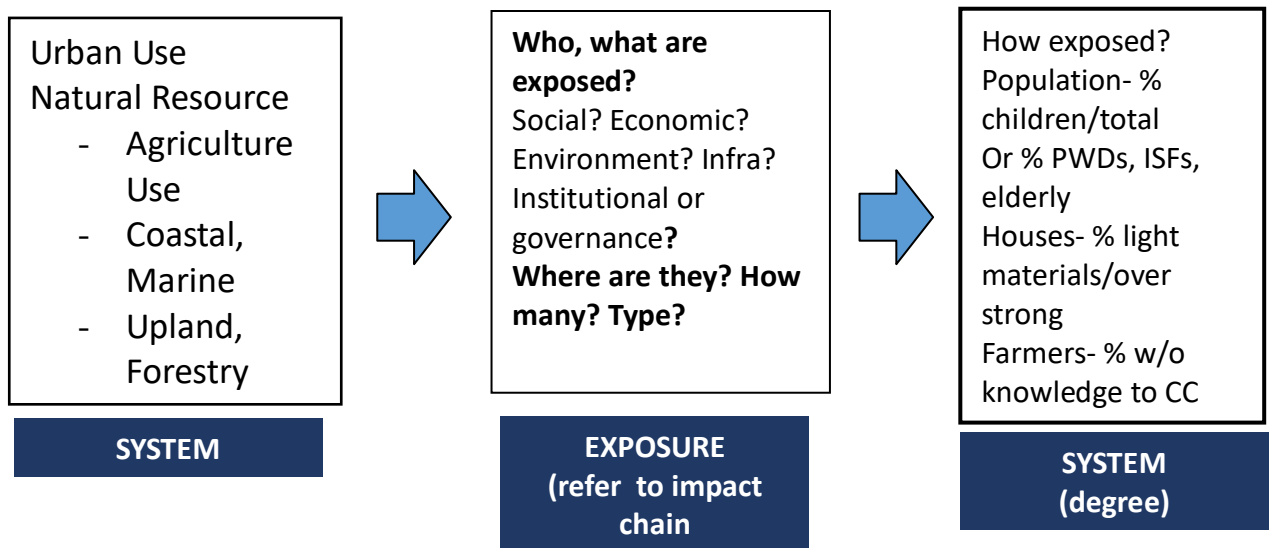
- After presenting the objectives, present the outputs for this step as follows :
  1. Exposure database
  2. Exposure Map



*TIP: Here's an example on exposure and sensitivity:*

*In barangay A, all the people including their properties are exposed. However, only the low lying areas in the barangay are sensitive due to its location where mostly farmers reside in that area.*

- Further elucidate your discussion by a diagram



- Then, discuss how to **derive population exposure and sensitivity database** by citing the use of the CBMS or the data from the National Statistics Office Census to populate the minimum exposure and sensitivity and adaptive capacity attributes.
- Mention that at the minimum, data can be aggregated at the barangay level. Moreover, population exposure will be used to estimate the potential number of severely affected individuals based on the sensitivity indicators.

- Discuss the **settlement exposure and sensitivity database** by mentioning that is derived from the impact chain and existing land use map by extracting all residential areas correspondingly, it can be gathered at the barangay level. Further, state that the settlement exposure will be used to estimate the potential number of severely affected houses.
- Proceed with the **critical facilities exposure map** by highlighting that you can derived these facilities through the available inventory /thematic maps such as: Inventory of schools, health facilities and government buildings.
- Proceed by showing an example of critical point facilities:

EXPOSURE					SENSITIVITY		
Barangay	Type	Name	Area	Capacity (Classrooms, Bed Capacity, Loading Capacity)	Wall Materials Used	Existing Condition	Structure Employing Hazard Resistant Design
Taboc	Senior Citizen Building	Temp. OCC School	50 sq meters		Concrete	Good	No
Bonbon	Senior Citizen Building	Bonbon Senior Citizen	50 sq meters		Mixed	Poor/needs major repair	No
Taboc	Senior Citizen Building	Senior Citizen	50 sq meters		Concrete	Needs repair	No
Taboc	Secondary School	ONSTS	10.01 Hectares		Concrete	Needs repair	Yes
Luyong Bonbon	Health Center	Luyong Bonbon Health Center	75 sq. meters	4 Bed Capacity	Wood	Poor	No
Bonbon	Elementary School	Opol Grace Christian School	10000 sq meters	6 Classrooms	Wood	needs repair	No
Barra	Elementary School	barra Elementary School	6404 sq. meters	15 Classrooms	Concrete	Good	No
Luyong Bonbon	Elementary School	Luyong Bonbon Elementary School	4845 sq. meters	8 Classrooms	Concrete	needs repair	No
Poblacion	Elementary School	Opol Central School	9879 sq. meters	6 Classrooms	Mixed	Good	Yes
Poblacion	Elementary School	SDA Elementary School	8034 sq. meters	12 Classrooms	Concrete	needs repair	Yes
Barra	Day Care Center	Barra Day Care Center 2	50 sq meters		Concrete	Good	Yes
Igpit	Day Care Center	Day Care Center	50 sq meters		Concrete	Poor	No
Bonbon	Day Care Center	Luyong Bonbon Day Care Center	50 sq meters		Mixed	Poor/needs major repair	No
Barra	Day Care Center	Barra Day Care Center	50 sq meters		Concrete	Good	Yes

- Present the table of exposure and the sensitivity analysis. After the discussion show them the different templates for step 3 with emphasis on the five (5) system of interest
- Conduct a workshop underscoring the various systems of interest using the template. Instruct them to establish the database per system of interest and carefully identify the adaptive capacity that the LGU has. The team can work by sector or the system of interest.



*TIP: These templates can be easily answered if the LGU has processed data from their Community-based Monitoring System (CBMS) using the Geographic Information System (GIS). If the LGU does not have one, data can still be collected manually, and integrated in the exposure map.*

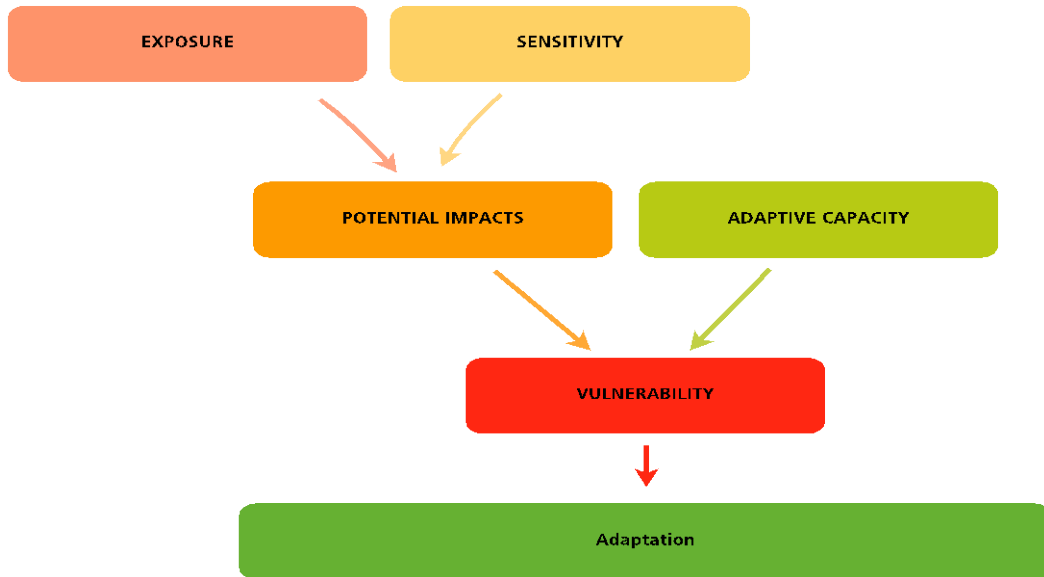
- In the workshop, discuss the columns of the template and specify that data from all barangays should be included. The data would pertain to agriculture, houses, buildings, establishments and other facilities.

#### **PART 4: Step 4: Conduct Climate Change Vulnerability Assessment**

- Begin the session by linking step 3 to step 4. Note that the information from step 3 will now be used to determine the level of vulnerability of the LGU to the identified hazard.
- Present the objectives of this step as follows :
  1. Identify the exposed elements at risk ;
  2. Determine the level or degree of sensitivity of the affected population, location and critical facilities from the identified hazards; and
  3. Discern the adaptive capacity of the LGU based on their existing condition /situation.
- After presenting the objectives, present the outputs for this step as follows :
  - CCVA summary decision areas and issue matrix
  - CCVA vulnerability assessment map
- Present what is CCVA

Vulnerability- the degree to which a system is susceptible to, or unable to cope with adverse effect of climate change, including climate variability and extremes.

- Proceed by showing the assessment diagram of the CCVA and explain.



- After which , discuss the Degree of Impact Score by showing the table presenting the degree of Impact , its corresponding score and its description. Note that the degree of impact obtained score has something to do with step 2 potential impacts, step 3 exposure and sensitivity.

Degree of Impact	Degree of Impact Score	Description
High	3	Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be disastrous given the extent of exposure and current sensitivity of the system. Medium to long term indirect impacts will also be experienced which may affect development processes. Significant costs needed to return to pre-impact levels.
Moderate	2	Moderate direct impacts in terms of terms of number of fatalities, injuries and value of property damage are expected given the extent of exposure and current sensitivities of the system. Short to medium term indirect impacts will also be experienced which may affect development processes. Medium to low cost needed to return to pre-impact levels within a short to medium time period.
Low	1	Estimated direct and indirect impacts are low to negligible which can be felt within a short term period. Minimal impacts to development processes and no significant cost needed to return to pre-impact levels.

- Present an example of a template with corresponding impact score which can also be obtained to a group effort.
- Now present the table of Vulnerability Index Scores by citing the computation (i.e Adaptive capacity x degree of impact High = Vulnerability Index Score Rating)

Table 3.4.6 Vulnerability Index Scores

Degree of Impact Score	Adaptive Capacity Score <sup>1</sup>			Vulnerability	Vulnerability Index Score Range
	High (1)	Moderate (2)	Low (3)		
High (3)	3	6	9	High	>6-9
Moderate (2)	2	4	6	Moderate	>3-6
Low (1)	1	2	3	Low	≤3

- Discuss the template to be used for this step with emphasis on the columns of the degree of impact rating, adaptive capacity rating and the vulnerability rating. Then continue by showing a sample Climate Change Vulnerability Assessment Summary Matrix as one of the workshop outputs under this step.

Table 3.4.9a Sample Climate Change Vulnerability Assessment Summary Matrix for Population, Sea Level Rise

Decision Area/s	Technical Findings	Implications	Policy Interventions
A	B	C	D
Igpit	<ul style="list-style-type: none"> <li>• High population vulnerability to a 1-meter SLR</li> <li>• Approximately 7,29 hectares of residential areas and 1,195 individuals exposed (Exposure);</li> <li>• It was observed that a high number of exposed elements located adjacent to coastal areas are made from light to salvageable materials (Sensitivity);</li> <li>• Around 27% of individuals living below the poverty threshold;</li> <li>• Majority are considered Informal settlers with no security of tenure (Sensitivity);</li> <li>• Low awareness among inhabitants regarding the potential impacts of Climate Change and SLR (Sensitivity);</li> <li>• No available government resources to pursue mitigation related infrastructure and relocation (Adaptive Capacity);</li> <li>• Inhabitants willing to be relocated into safer areas if government provides assistance (Adaptive Capacity);</li> </ul>	<ul style="list-style-type: none"> <li>• Potential submergence of low-lying settlement areas and reduction in available lands for residential uses (Impact);</li> <li>• Exposure may increase in the future due to natural population growth and uncontrolled growth of informal settlers;</li> <li>• Increase in mean sea-level may change coastal tidal patterns and magnitude of sudden onset hazards affecting coastal areas (i.e. storm surges and coastal flooding) and affect residential structures and its inhabitants;</li> <li>• Redirection of government resources for disaster response, reconstruction/rehabilitation;</li> <li>• Reduction in available lands for residential uses;</li> <li>• Retaining residential areas may be too costly to manage and mitigate in the long term;</li> </ul>	<ul style="list-style-type: none"> <li>• Identification of new residential areas to accommodate the relocation of approximately 1,195 individuals;</li> <li>• Seek assistance from NGAs in the provision of housing for low income families;</li> <li>• Disallow further upgrading of residential areas in the impact areas;</li> <li>• Reclassify areas to protection or open space type land uses</li> <li>• Rehabilitate wetlands and mangrove areas;</li> <li>• Provide alternative livelihood opportunities for families below the poverty threshold;</li> <li>• Establishment of early warning systems and contingency plans for coastal related hazards (i.e. coastal flooding and storm surges)</li> </ul>

- At this point , connect your discussion with the of impacts under step 2 if possible refer back to the identified impacts to determine the degree of threat and its corresponding rating/score.
- Discuss how to evaluate the adaptive capacity of the LGU whether the system is able to accommodate or cope with the impacts and identify if it has a high or low adaptive capacity.
- Present the table of Adaptive Capacity Score and its description.

Degree of Adaptive Capacity	Adaptive Capacity Rating	Description
Low	3	The system is not flexible to accommodate changes in climate. Addressing the impacts will be costly. The LGU and property owners will require external assistance to address the impacts.
Moderate	2	Addressing the impacts will require significant cost but it is still within the capacity of system to adapt to potential impacts. It can accommodate within its resources the cost for adapting and mitigating impacts.
High	1	The system is able to accommodate changes in climate. There are adaptation measures in place to address impacts.

- Move to the next slide that is presenting the analysis of adaptive capacity.
- Then, present the computation of vulnerability indices by multiplying the impact and adaptive capacity scores. The Vulnerability index shall indicate whether the vulnerability of the system is high or low.
- Conduct a workshop for this step for 4 hrs. and let them present their outputs.

TIP:  
Ensure that all forms were accomplished especially the columns of vulnerability and the summary of technical findings.

**PART 5: Step 5: Conduct Disaster Risk Assessment**



- Begin the session by linking the step 4 to step 5 by mentioning that the gathered information from step 3 will now be used to identify the severity of consequences and the category of risk involved
- Present the objectives of this step as follows :

1. Identify the severity of consequences ; and
2. Determine the level of risk involved related to hazard.

## Process

- Introduce the DRA by discussing the meaning of DRA

- ✓ Process of studying risks caused by natural hazards and their effect on elements at risk (i.e. people , assets)
- ✓ Relies more on historical figures
- ✓ Quantitative and probabilistic
- ✓ Hazard Characterization

- Discuss the Process under step 5 as follows:

1. Assign the likelihood of occurrence
2. Determine exposed elements
3. Consequence analysis
4. Risk estimation
5. Analyze Adaptive capacities
6. Identify the decision areas and prepare a summary Disaster Risk Assessment Matrix
7. Identify policy interventions to reduce risks to acceptable levels

- Discuss each process one by one starting with **Assign the likelihood of occurrence** by defining what it is and presenting the indicative likelihood of occurrence scores

- Estimate of the period of time a hazard event is likely to repeat itself, expressed in years (Return period)
- In the absence of records, estimation through likely occurrence of the natural event. (e.g. Delphi method, suggested scoring)

<b>Measure of Likelihood</b>	<b>Return Period (in Yrs)</b>	<b>Likelihood Score</b>
<b>Frequent</b>	<b>Every 1 – 3 yrs</b>	<b>6</b>
<b>Moderate</b>	<b>Every &gt;3-10 years</b>	<b>5</b>
<b>Occasional</b>	<b>Every &gt;10-30 years</b>	<b>4</b>
<b>Improbable</b>	<b>Every &gt;30-100 years</b>	<b>3</b>
<b>Rare event</b>	<b>Every &gt;100-200 years</b>	<b>2</b>
<b>Very rare event</b>	<b>Every &gt; 200 yrs</b>	<b>1</b>

- Now ,present the Consequence Analysis /Severity of Consequence Score Matrix starting with Very high , High , moderate and Low
- Proceed with the Risk Score Matrix by presenting the table of likelihood of occurrence vis-a vis Severity of Consequence

Indicative Likelihood of Occurrence	Likelihood of Occurrence Score	Severity of Consequence Score			
		Very High	High	Moderate	Low
		4	3	2	1
Frequent (1-3 Years)	6	24	18	12	6
Moderate (4-10 Years)	5	20	15	10	5
Occasional Slight Chance (11-30 Years)	4	16	12	8	4
Improbable (31-100 Years)	3	12	9	6	3
Rare (101-200 Years)	2	8	6	4	2
Very rare (>200 years)	1	4	3	2	1

Source: Reference Manual on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation in the Comprehensive Land Use Plans Report, NEDA-UNDP-HLURB,2012

- Discuss the Risk Estimation by deriving the population risk score which is also the same with the Natural resource areas, Urban use areas and critical facilities
- After which, analyze the adaptive capacities of the exposed elements and highlight important adaptive capacity to be included in the preparation of summary risk assessment matrix.
- Then proceed by identifying policy interventions that will reduce risks to acceptable risks. The policy interventions come in the form of risk management options. Enumerate the said options:
  - ✓ Risk reduction through elimination /prevention
  - ✓ Risk mitigation
  - ✓ Risk transfer
- After the discussion proceed with the workshop then present the templates to be used according to the system of interest and put emphasis now on the likelihood of occurrence, severity of consequences and risk category .. Give them two hours to accomplish the said forms and present it afterwards.

## **PART 6: Step 5: Summarize Findings**

- Begin the session by linking the step 4 to step 5 by mentioning that the gathered information from step 4 and step 5 will now be consolidated or will be summarized for this session .
- Present the objectives of this step as follows :
  1. Identify the major decision areas ; and
  2. Provide appropriate policy interventions for DRA and CCVA .
- Discuss what is the meaning of identification of major areas.
  - Major Decision areas are specific sites within the LGU where level of risks to hazards can be exacerbated by vulnerability to climate change.
  - Identification of major decision areas can be facilitated by overlaying risk and vulnerability maps or can be tabular in approach especially when certain sites are consistently regarded as decision areas during the disaster risk assessment and climate change vulnerability assessment.
- Proceed by discussing further how to make details in the policy interventions by comparing the identified policy intervention under the summary risk and vulnerability assessments .
- Further, discuss selection of appropriate policy interventions using a multi-hazard and climate change perspective to address both risk and vulnerabilities.
- Present a sample Issues Matrix reflecting the Decision Areas, Description, Problems, Impacts and policy interventions .
- Conduct a workshop for step no. 6. Ask the participants to summarize all the findings and results based on steps 4 and 5. This should include vulnerabilities and risks associated with climate change and disasters. Have the participants present their outputs once done.

*Note: Please refer to Annex 1 for the presentation materials.*



# *Overview of the EDP & Sectoral Planning Process*



# COMPREHENSIVE LAND USE PLAN (CLUP)

Settlement Policies | Infrastructure Policies | Production Policies | Protection Policies

Zoning

Other Regulatory Measures

**MULTI-YEAR  
MULTI-SECTORAL  
DEVT. PLAN**

## COMPREHENSIVE DEVELOPMENT PLAN (CDP)

Social | Economic | Infrastructure | Environment & Natural Resources | Institutional

**TERM-BASED  
AGENDA**

### EXECUTIVE AND LEGISLATIVE AGENDA (ELA)

**IMPLEMENTATION  
INSTRUMENTS**

Local Development Investment Program

Legislative Support Measures

Annual Investment Program

Annual/ Supplemental Budget

**OUTPUTS**

- Improved public services
- New or improved public facilities / infra
- Increased public awareness / participation

- Increased private sectors investments in local economic & social development

**OUTCOMES**

- Change in the economic & social well-being of residents
- Change in configuration & quality of the physical environment
- Change in local institutional capacities





# LEGAL BASES



**DILG, NEDA, DBM, DOF  
Joint Memorandum Circular No.  
01 series of 2016**

**Updated Guidelines on the harmonization  
of local planning, investment  
programming, resource mobilization,  
budgeting, expenditure management, and  
performance monitoring and coordination  
in fiscal oversight**





# **Memorandum Circular 2016- 102:**

## **Guidelines on the Preparation or Updating of Local Plans**



# **DILG Memorandum Circular 2010-112 dated October 12, 2010**

**Reminded LGUs to update and legitimize their CLUP and CDP**



**DILG, NEDA, DBM, DOF  
Joint Memorandum Circular 2007-01**

**Harmonization of local planning,  
investment programming, revenue  
budgeting, and expenditure  
administration, and management**

# The Development Sectors & Sub-sectors

## **SOCIAL DEVELOPMENT**

1. Population (Size, growth, distribution)
2. Social Services & Status of Well-being
  - Education, culture, recreation
  - Health
  - Welfare
  - Housing
  - Social Services
  - Protective Services/Peace & Order

## **ECONOMIC DEVELOPMENT**

1. Primary Sector
  - Agricultural crops
  - Livestock
  - Fisheries (inland, brackish, marine)
  - Forestry
2. Secondary Sector
  - Mining & quarrying
  - Manufacturing
  - Construction
  - Electricity, Gas, Water utilities
3. Tertiary Sectors
  - Wholesale & retail trade
  - Transportation & communication
  - Finance, insurance & related services
  - Real estate
  - Community & personal services
  - Tourism
4. Informal Sectors

## **INSTITUTIONAL DEVELOPMENT**

1. Organization & Management
2. Fiscal Management
3. Legislative Output
4. LGU – NGO – PaccountabO Linkages
5. Transparency/ Accountability (FDP)
6. Anti-Red Tape Act

## INFRASTRUCTURE DEVELOPMENT

1. Economic Support
  - Irrigation systems
  - Power generation (mini-hydro)
  - Roads, bridges, ports
  - Flood control & drainage
  - Telecommunications
2. Social Support
  - Hospitals
  - Schools
  - Public socialized housing
  - Facilities for ages, infirm & disadvantaged
  - Waterworks & sewerage
3. Administrative support
  - Government buildings
  - Jails
  - Freedom parks & public assembly areas

## ENVIRONMENT & NATURAL RESOURCES

1. Lands
  - Lands of the public domain
  - Private and alienable & disposable lands
  - Ancestral domain
2. Forest Lands
  - Protection forests
  - Production forests
3. Mineral lands
  - Metallic / Non-metallic mineral lands
4. Parks, wildlife & other reservations
5. Water resources
  - Freshwater (ground, surface)
6. Air quality
7. Waste management
  - Solid waste
  - Liquid waste
  - Toxic and hazardous

# The Comprehensive Development Plan (CDP)



## The Five (5) Development Sectors

ECONOMIC  
SECTOR

INFRA-  
STRUCTURE  
SECTOR

SOCIAL  
SECTOR

ENVIRONMENT &  
NATURAL RESOURCES  
SECTOR

INSTITUTIONAL  
SECTOR

“Each local government unit shall have a comprehensive multi-sectoral development plan to be initiated by its developed by its council and approved by its sanggunian.”  
(Sec. 106, RA 7160)

# CURRENT STATE OF LOCAL DEVELOPMENT PLANNING AND CURRENT DILG INITIATIVE AND INTERVENTIONS



"Support to the Local Government Units for More Effective and Accountable  
Public Financial Management (LGU PFM 2)"

# Current State of Local Development Planning

- Inactive Local Development Council
- Indifferent or unsupportive Sanggunian
- Lack or total absence of vertical linkages (CDP w/PDPFP, NGA Plans)
- Low Compliance on CDP formulation (31%)



# Current State of Local Development Planning

- Lack or total absence of horizontal linkages among sectoral concerns
- Weak plan – to – budget linkage
- Multiplicity of plans due to NGA-mandated thematic and sectoral plans
- Mainstreaming requirement of sectoral and thematic issues and concerns in local plans (GAD, DRR/CCA, etc.)

# Current State of Local Development Planning

- Competency of local planning team
- Lack of manpower and resources for the formulation of CDP
- Sectoral Plans prepared independently of the CDP and CLUP

# NGA-mandated plans

## NGA-mandated plans

1. Action Plan for the Protection of Children
2. Aquatics and Fisheries Management Plan
3. Annual Culture and the Arts Plan
4. Anti-Poverty Reduction Plan
5. Local Coconut Development Plan
6. LDRRMP
7. Food Security Plan
8. Forest Management Plan
9. Gender and Development Plan
10. Integrated Area Community Public Safety Plan
11. Local Entrepreneurship Development Plan
12. Sustainable Area Development Plan
13. Local Tourism Plan
14. Small and Medium Enterprise Development Plan
15. SAFDZ Plan
16. Solid Waste Management Plan
17. Watershed Management Plan
18. ADSDPP
19. Plan for PWDs
20. Forest Land Use Plan
21. Local Climate Change Action Plan (LCCAP)
22. Peace and Order Public Safety Plan (POPS Plan)

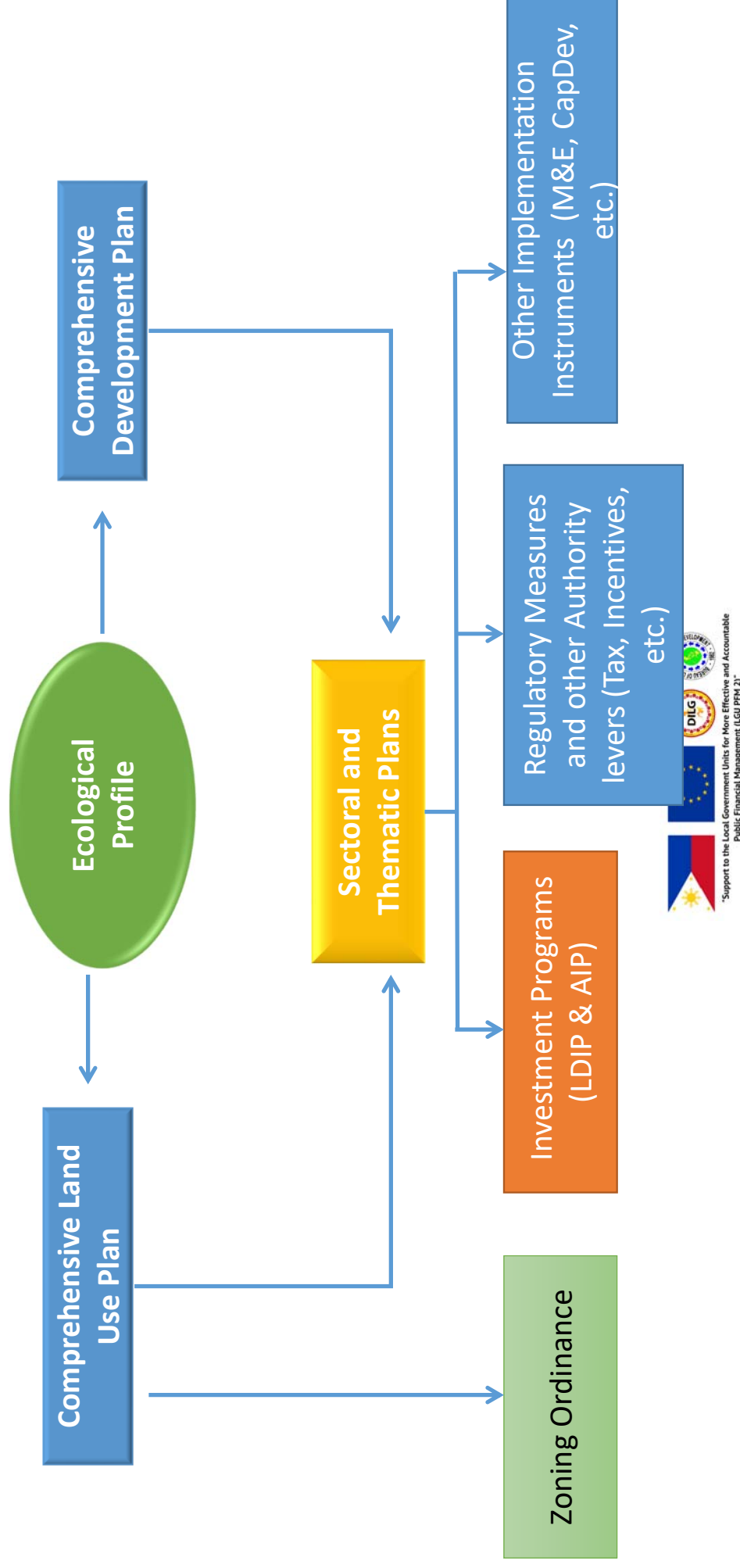
## Other sectoral/thematic plans

1. Nutrition Action Plan
2. ICT Plan
3. Local Shelter Plan
4. Plan for the Elderly
5. Plan for Health and Family Planning
6. Coastal Management Plan
7. Information Strategic and Management Plan
8. People's Plan
9. Business Plan/Strategy
10. Capacity Development Agenda/HRMD Plan
11. Transportation Management Plan

# DILG Mainstreaming approach for thematic concerns (Chapter 10 , RPS)



# Relationship and Linkage of Mandated LGU Plans and Implementation Instruments



Local plans that maybe incorporated to CLUP

1. Agriculture and Fisheries Management Plan, including, Strategic Agriculture and Fisheries Development Zone (SAFDZ)
2. Forest Management Plan or Forest Land Use Plan (FLUP)
3. Sustainable Integrated Area Development Plan or Local Agenda 21 (SIADP)
4. Integrated Watershed Management Plan (IWMP)
5. Ancestral Domain Sustainable Development and Protection Plan (ADSDPP)
6. Protected Area Management Plan (PAMP)
7. Coastal Resources Management Plan (CRMP)

Plans that should be integrated in to CDP

- A.** Plans that require inter-sectoral functional committee
1. Local poverty reduction action plan
  2. Disaster management plan
  3. Sustainable development plan
  4. Gender and development plan
  5. Food security plan
  6. Integrated area community peace and order and public safety plan
- B.** Plans that falls within the concerns of individual sectors
1. Action plan for the council for the protection of children
  2. Annual culture and center plan
  3. Agriculture and fisheries management plan
  4. Local tourism plan
  5. Small and medium enterprise development plan
  6. HRD Plan



"Support to the Local Government Units for More Effective and Accountable Public Financial Management (LGFU PFM 2)"



# Hierarchy and Linkage of Mandated LGU Plans

PLANNING DOCUMENT	FOCUS	SUB-COMPONENTS	MAINSTREAMED NGA-MANDATED PLANS/THEMES	ANALYTICAL/ PLANNING TOOLS APPLICABLE	TOOL/DOCUMENTS FOR INSTITUTIONAL HARMONIZATION	AUTHORITY LEVERS FOR IMPLEMENTATION
I. Comprehensive Land Use Plan (CLUP)	Spatial Development	Production	-	Spatial/Land Use Suitability Analysis/Mapping, RLPDS	Executive-Legislative Agenda, PDPFP	Zoning Ordinance
		Settlements	Local Shelter Plan (Land Use for Residential)	Spatial/Land Use Suitability Analysis/Mapping, RLPDS	Executive-Legislative Agenda, PDPFP	Zoning Ordinance
		Infrastructure	-	Spatial/Land Use Suitability Analysis/Mapping, RLPDS	Executive-Legislative Agenda, PDPFP	Zoning Ordinance
		Protection	DENR and NHC Mandated Plans	Spatial/Land Use Suitability Analysis/Mapping, RLPDS	Executive-Legislative Agenda, PDPFP	Zoning Ordinance
II. Comprehensive Development Plan (CDP)	Sectoral Development	Social Development	<b>Local Disaster Risk Reduction and Management Plan (LDRRMP)</b>	Vulnerability/Risk/Adaptive Capacity assessment, CBDRRM Approach, Contingency Planning, Mapping, CBMS,RLPDS	Executive Legislative Agenda, PDPFP, PDRRMP	LDRRM Plan, LDIP, AIP, Local Ordinance
			<b>Conflict-sensitivity, Peace Order/Public Safety Plan (POPS)</b>	Vulnerability/Risk Assessment, CBMS, RLPDS	Executive Legislative Agenda, PDPFP, PPOPS	LDIP, AIP, Local Ordinance



\*Support to the Local Government Units for More Effective and Accountable Public Financial Management (LGU PFM 2)\*

# Hierarchy and Linkage of Mandated LGU Plans

PLANNING DOCUMENT	FOCUS	SUB-COMPONENTS	MAINSTREAMED NGA-MANDATED PLANS/THEMES	ANALYTICAL/ PLANNING TOOLS APPLICABLE	TOOL/DOCUMENTS FOR INSTITUTIONAL HARMONIZATION	AUTHORITY LEVERS FOR IMPLEMENTATION
II. Comprehensive Development Plan (CDP) Cont.	Sectoral Development	Social Development	<b>Local Shelter Plan</b>	Affordability analysis, Resource matching, CBMS, RLDPS	Executive Legislative Agenda, PDPFP	Local Shelter Plan, LDIP, AIP, Local Ordinance
			<b>Local Poverty Reduction Action Plan (LPRAP)</b>	Poverty Analysis, CBMS, RLPDS	Executive Legislative Agenda, PDPFP	LPRAP, LDIP, AIP, Local Ordinance
			<b>Gender and Development Plan (GAD)</b>	CBMS, RLPDS	Executive Legislative Agenda, PDPFP	LPRAP, LDIP, AIP, Local Ordinance
		Economic Development	<b>Tourism Development Plan</b>	Economic Analysis	Executive Legislative Agenda, PDPFP, Tourism Development Plan	LDIP, AIP, Local Ordinance
			<b>Business Plan</b>	Economic Analysis, Feasibility Study	Executive Legislative Agenda	LDIP, AIP, Local Ordinance
		Environmental Management	<b>Local Climate Change Action Plan (LCCAP)</b>	Vulnerability/Risk and Adaptive Capacity Assessments, Bio-Diversity Assessment and Valuation, Air Quality Assessment	Executive Legislative Agenda, PDPFP	LDIP, AIP, Local Ordinance



\*Support to the Local Government Units for More Effective and Accountable Public Financial Management (LGU PFM 2)\*



# Current DILG Interventions to address Local Development Planning Issues and Gaps

- Issuance of Policies and Knowledge Products on mainstreaming thematic concerns in local plans
  - CCA/DRR
  - Concerns of vulnerable sectors in conflict affected areas
  - Business Friendliness (Business Plan and Tourism Development plans)
  - Localization of Magna Carta of Women
- CDP Quick Guide
  - CDP-BuB Process Integration
  - Rationalized Planning Indicator and Data Set (RaPIDS)
  - CDP Review Guide
- JMC 2 including new SLPBC



# 5 Steps

# to CDP Formulation

**2**

Revisit Existing Plans and Review Vision, Mission and Sectoral Objectives



**1**

Organize and Mobilize the Planning Team



**3**

Prepare Ecological Profile and Structured List of PPAs



**4**

Prepare the Local Development Investment Program (LDIP)



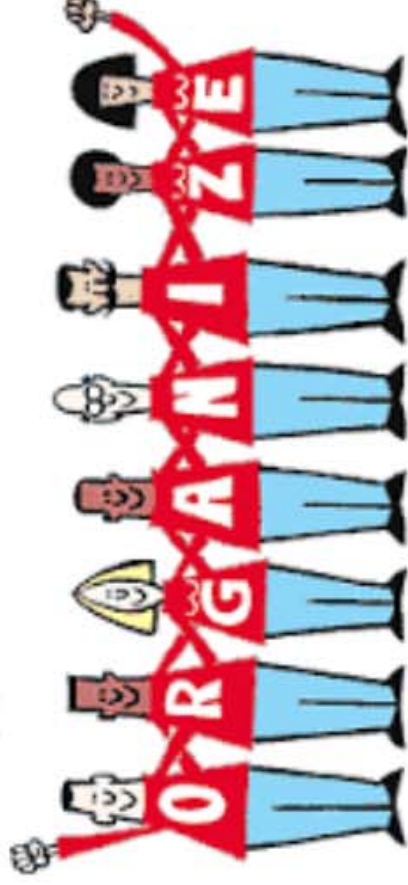
**5**

Prepare needed Implementation Instruments and Authority Levers






# Organize and Mobilize the Planning Team



# MAJOR ACTIVITIES UNDER STEP 1

1. Select members of the planning team
2. Prepare Executive Order
3. Orient the Planning team of their roles and responsibilities
4. Prepare and adopt workplan for the updating of the CDP





# INDICATIVE DATES

1st to 2nd Week of January  
2016



## LEAD OFFICE OR PERSONNEL RESPONSIBLE

C/MPDO with the  
assistance of C/MLG00





# OUTPUT DOCUMENTS

1. Executive Order creating the Planning Team
2. Approved Work and Financial plan for the formulation of the CDP





# REFERENCE

## CDP Guide Chapter I



## **POINT OF ENTRY IN MAINSTREAMING THEMATIC CONCERN**

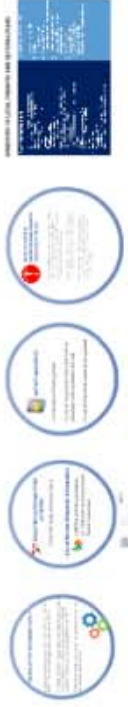
Make sure to include in the planning structure sectoral committees that advocate for specific thematic concerns:

- CCA/DRR (MENRO, LDRRMO, CSOs/POs)
- PWD, Children, Elderly (DSWD, OSCA, etc.)
- IP Communities
- Representatives of LSBs and Local Advisory Councils



# 2

## Revisit Existing Plans and Review Vision, Mission and Sectoral Objectives



## MAJOR ACTIVITIES UNDER STEP 2

1. Inventory of existing local plans (CLUP, CDP, ELA, LDRRMP, GADP, FLUP, etc.) and higher level plans such as PDPFP.
2. Review the Vision, Mission, Goals and Objectives of all existing plans if they are still relevant and applicable to prevailing situations. Check if the plans are aligned with the PDPFP.
3. Identify outdated plans that will be updated and plans that will be absorbed in the CDP





## **INDICATIVE DATES FOR THESE ACTIVITIES**

3rd to 4th Week of January 2016

## **LEAD OFFICE OR PERSONNEL RESPONSIBLE**



C/MPDO with the assistance  
of C/MLG00 and Department  
Heads Concerned



## OUTPUT DOCUMENTS

1. Inventory of Existing Plans
2. List of 'responsive' Plans that will be absorbed in the updated CDP and;
3. List of Plans that needs to be updated







## POINT OF ENTRY IN MAINSTREAMING THEMATIC CONCERNS IN THE CDP

- There are 33 sectoral plans being mandated by NGAs that represent sectoral concerns, each LGU are enjoined to prepare them to ensure that the needs of these sectors are known and addressed
- These plans can be absorbed in the CDP if considered to be relevant and responsive to prevailing situations
- If there are no such plans formulated, these can be derived from the updated CDP so long as the sectors or concerns are identified, profiled and included in the planning process



# 3

## Prepare Ecological Profile and Structured List of PPAs



## MAJOR ACTIVITIES UNDER STEP 3

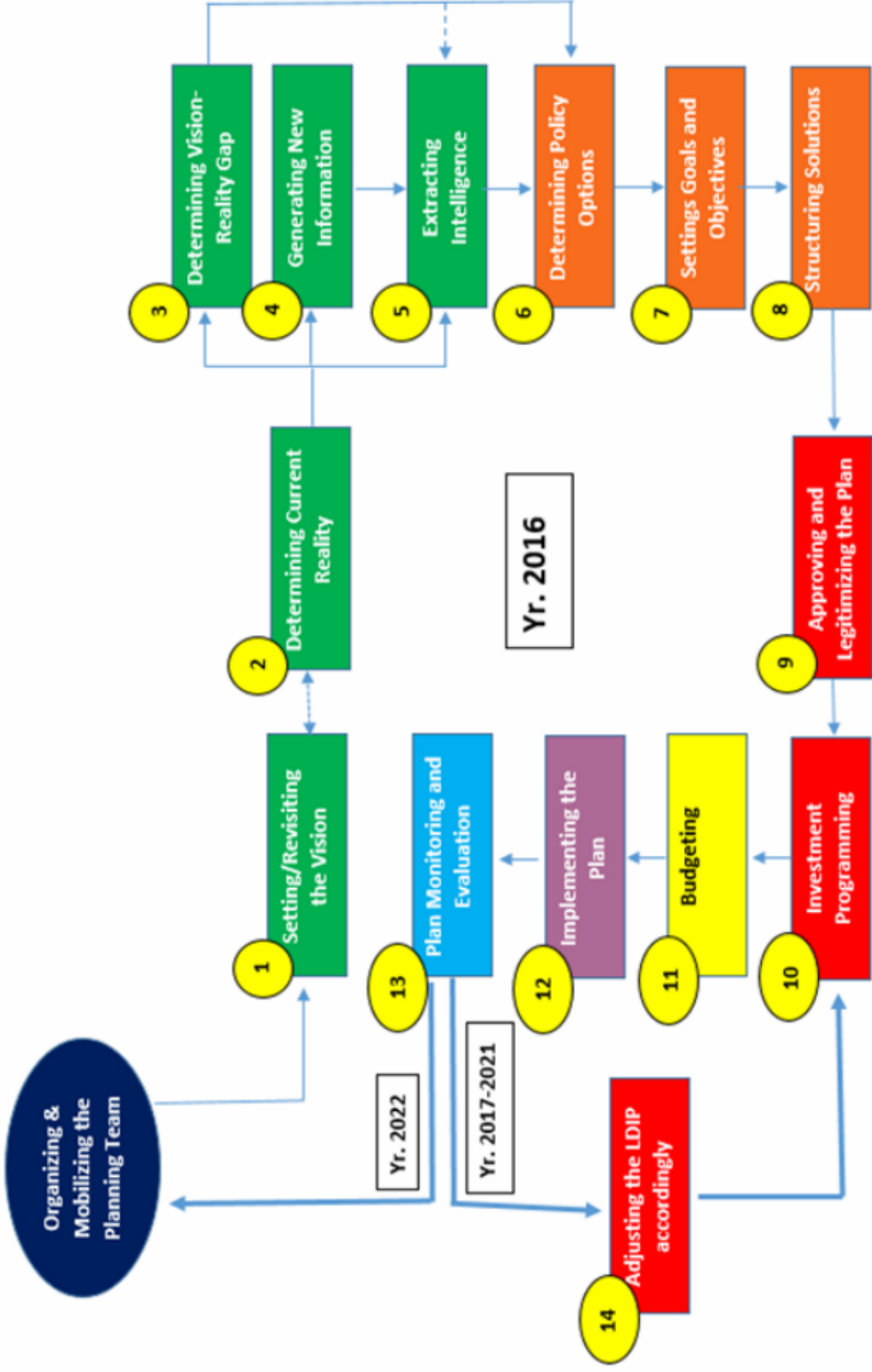
Based on the inventory of existing plans and review of vision, mission and sectoral objectives, the LGU can now start the process of:

- 1.) Ecological profiling and come up with the
- 2.) **Structured list of PPAs.**



# Enhanced Planning Cycle

(based on RPS, Serote, 2008)







# INDICATIVE DATES FOR THESE ACTIVITIES

1st Week of February to Last  
week of April 2016



# LEAD OFFICE OR PERSONS RESPONSIBLE

City/ Municipal Planning Team





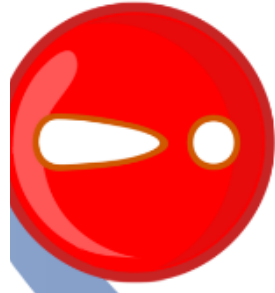
## OUTPUT DOCUMENTS

1. Ecological Profile (Form 1.a)
2. Local Development Indicators Table (Form 1.b)
3. Structured List of PPAs (Form 2)



# REFERENCE

1. DILG Guide to Ecological Profiling
2. Guide to the Rationalized Planning Indicator and Data System (RaPIDS)
3. Guidelines on Mainstreaming CCA and DRR in the CDP
4. Supplemental Guidelines on Mainstreaming Climate and Disaster Risk in the CLUP Preparation
5. Tourism Development Planning Guide



## POINT OF ENTRY IN MAINSTREAMING THEMATIC CONCERNS IN THE CDP

- Ecological Profiling is the most critical entry point in mainstreaming a specific thematic concern in the CDP.
- The planning team should make sure that specific tools for mainstreaming are used in the gathering and analysis of information.
- Tools such as Disaster Risk and Vulnerability Assessment for DRR/CCA concerns are done in this step.
- Data disaggregation for Gender Sensitivity (M or F) and age group for children and the elderly must be made whenever applicable and possible

# 4

## Prepare the Local Development Investment Program (LDIP)



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1. **Preparation of LDIP**  
The Government of Karnataka has decided to prepare a Local Development Investment Program (LDIP) for the year 2014-15. The LDIP is a multi-sectoral program that covers all the sectors of the economy. It is a key instrument for the implementation of the Government's development policy.

2. **Guidelines for Preparation**  
The LDIP is prepared in accordance with the guidelines issued by the Government of Karnataka. The guidelines are as follows:  
- The LDIP should be prepared in accordance with the Government's development policy.  
- The LDIP should be prepared in accordance with the Government's financial policy.  
- The LDIP should be prepared in accordance with the Government's social policy.

3. **Key Features**  
The LDIP has the following key features:  
- It is a multi-sectoral program.  
- It covers all the sectors of the economy.  
- It is a key instrument for the implementation of the Government's development policy.

4. **Reference**  
The LDIP is prepared in accordance with the guidelines issued by the Government of Karnataka. The guidelines are as follows:  
- The LDIP should be prepared in accordance with the Government's development policy.  
- The LDIP should be prepared in accordance with the Government's financial policy.  
- The LDIP should be prepared in accordance with the Government's social policy.

5. **Preparation of LDIP in Karnataka for the Year 2014-15**  
The Government of Karnataka has decided to prepare a Local Development Investment Program (LDIP) for the year 2014-15. The LDIP is a multi-sectoral program that covers all the sectors of the economy. It is a key instrument for the implementation of the Government's development policy.





## MAJOR ACTIVITIES UNDER STEP 4

1. Prepare project brief for every PPA
2. Conduct of further screening and prioritization of the Structured List of PPAs
3. Determine total investible funds and formulate corresponding financial plan



# INDICATIVE DATES FOR THESE ACTIVITIES



May 2016

## LEAD OFFICE OR PERSONS RESPONSIBLE



City/Municipal Planning Team  
and Local Finance Committee



## OUTPUT DOCUMENTS

1. Project Brief for every identified PPAs (Form 3b)
2. Ranked List of Projects for the 3 year Investment Programming (Form 3a)
3. Financing Plan (Form 3c)

**\*These three (3) documents combined will comprise the Local Development Investment Program (LDIP) of the City/Municipality**







# REFERENCE

CDP Guide Chapter III Part I



## **POINT OF ENTRY IN MAINSTREAMING THEMATIC CONCERNS IN THE CDP**



- Ensure that the necessary analytical tools for mainstreaming thematic concerns in the prioritization of PPAs are applied such as the SACA process for conflict-sensitivity and the gender sensitivity checklist
- Ensure that every sector is represented and are given a chance to participate in the prioritization exercise

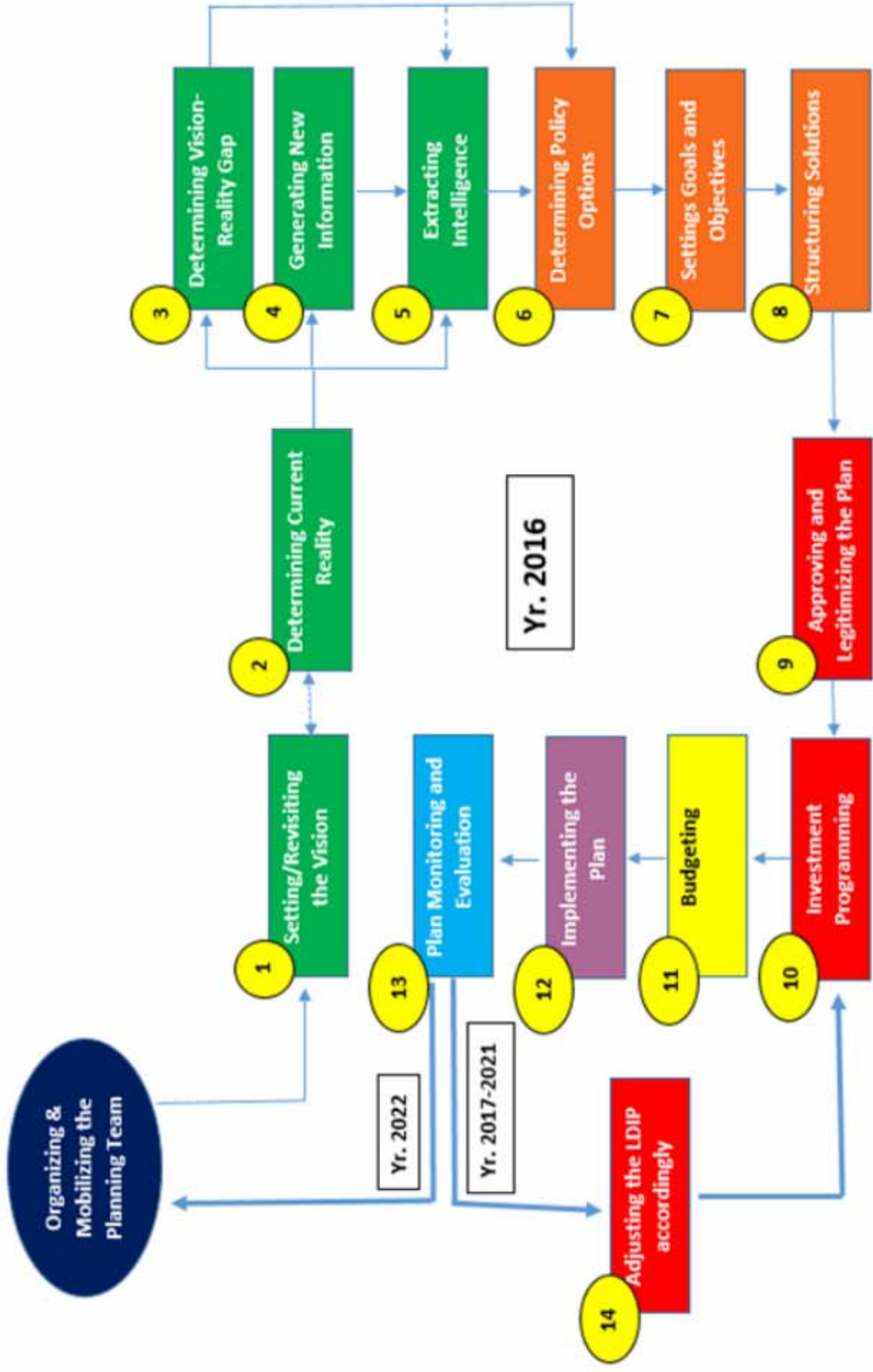


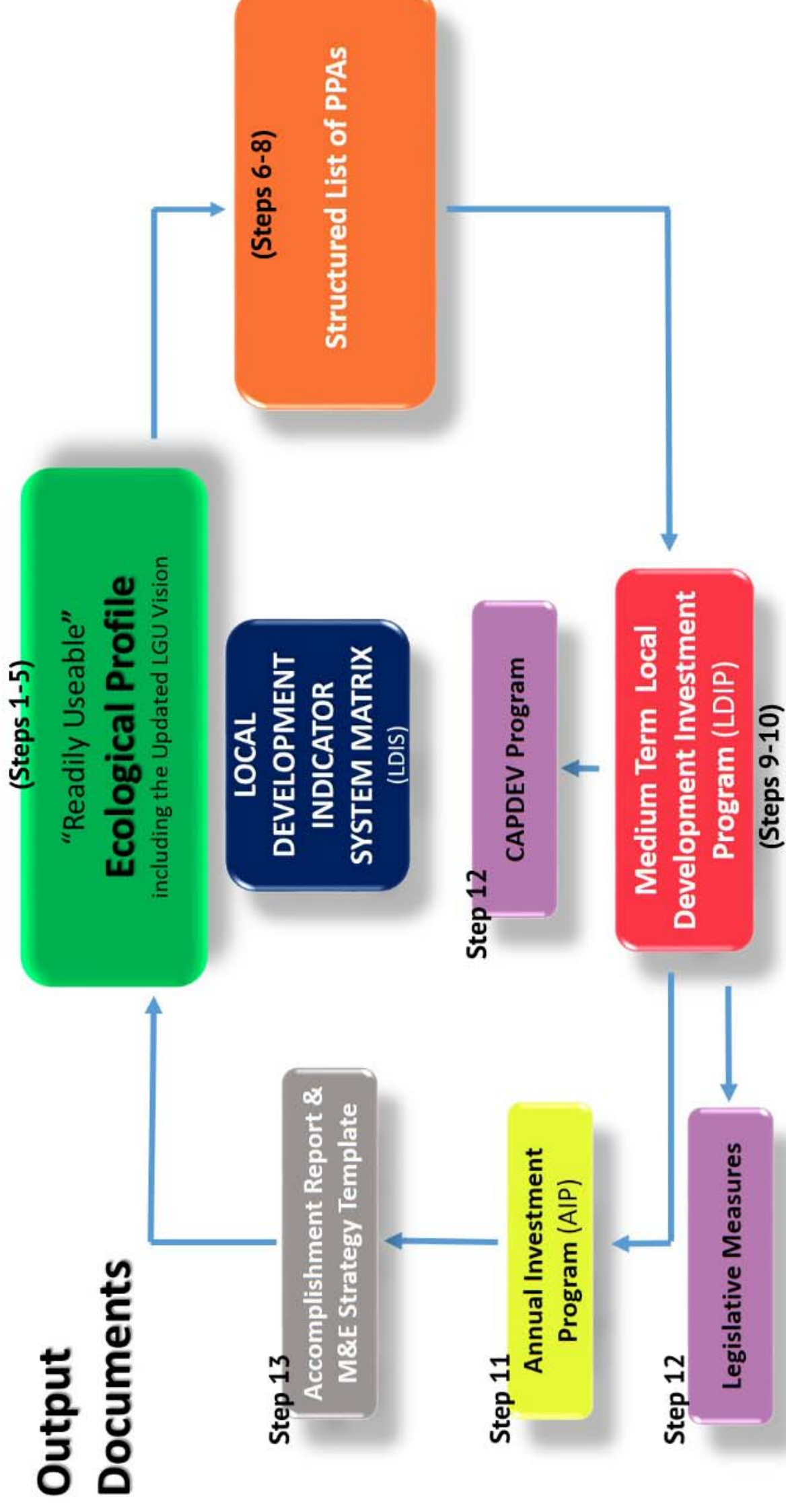
## MAJOR ACTIVITIES UNDER STEP 5

1. Prepare the Annual Investment Program (annual slice of the LDIP)
2. Identify Priority Legislative Requirements needed to implement the LDIP
3. Identify priority capacity development interventions to implement the LDIP
4. Prepare Plan M & E Strategy











## INDICATIVE DATES

AIP - June 07, 2016

Priority Legislative Requirements  
& CapDev Agenda - July-September 2016

Plan M&E Strategy - September 2016

## LEAD OFFICE OR PERSON RESPONSIBLE

C/MPDC, Budget Officer,

HRMO and SB/SP

Secretary





## OUTPUT DOCUMENTS

1. Annual Investment Program (AIP) (Form 4)
2. Capacity Development Agenda (CapDev)  
(Form 5a & 5b)
3. Monitoring and Evaluation Instrument (M&E)  
(Form 6a & 6b)





# REFERENCE

CDP Guide Chapter III Part 2-4

CDP Guide Chapter IV

NEO Program Module (LGA)



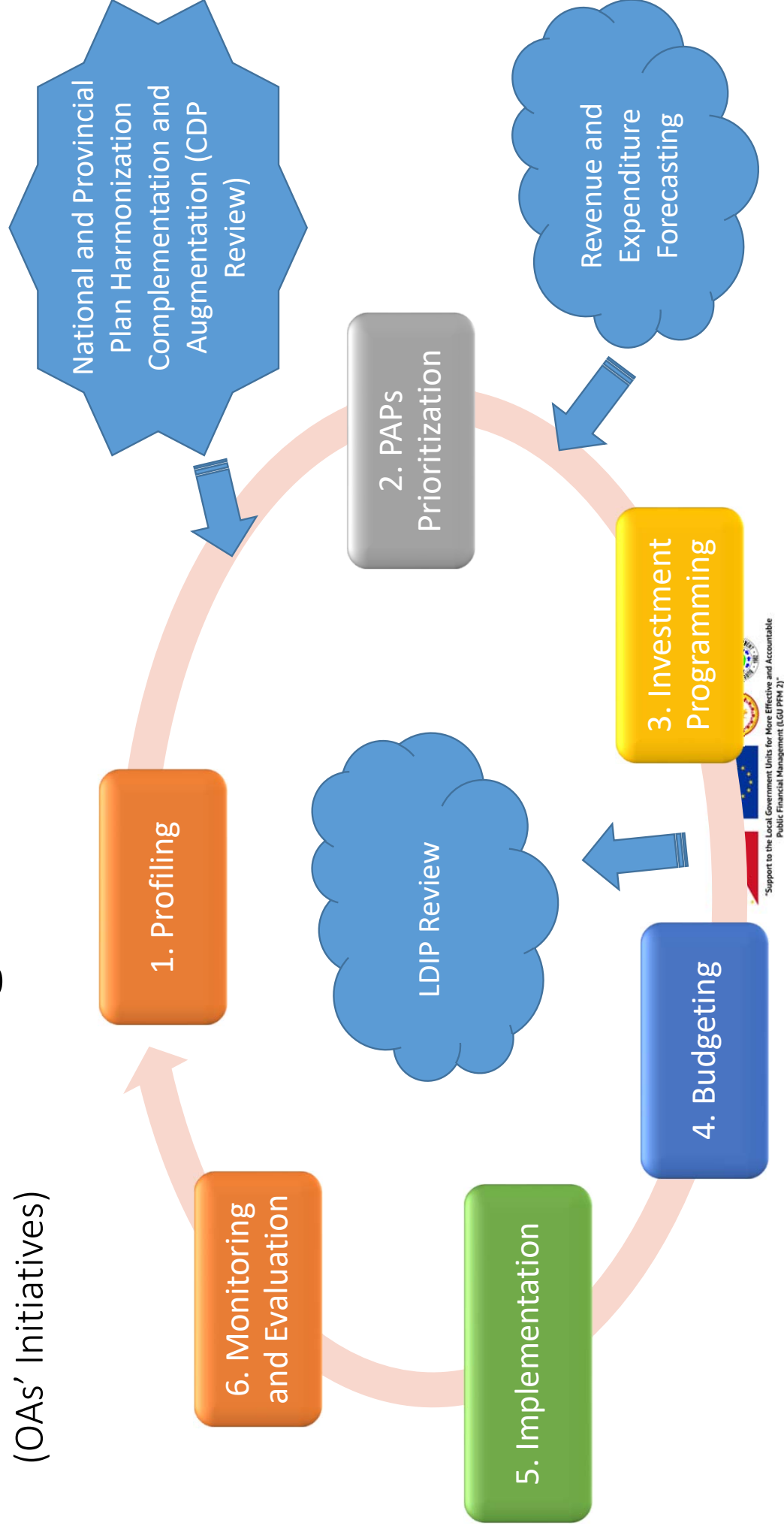


## **POINT OF ENTRY IN MAINSTREAMING THEMATIC CONCERNS IN THE CDP**

- This is also the step where sectoral and thematic plans can be culled out from the LDIP and be included in the AIP to realize its actual implementation.
- The Legislative requirements for these sectoral plans can also be included in the ELA and for other resources needed in the CapDev Agenda

# Point of Convergence in the CDP Process

(OAs' Initiatives)





# 5 Steps

# to CDP Formulation





# CDRA

# Climate Disaster

# Risk Assessment

# Tool



## ➤ **Climate Change Act of 2009 (Republic Act No.9729)**

**AN ACT MAINSTREAMING CLIMATE CHANGE INTO GOVERNMENT POLICY FORMULATIONS ESTABLISHING THE FRAMEWORK STRATEGY AND PROGRAM ON CLIMATE CHANGE, CREATING FOR THIS PURPOSE THE CLIMATE CHANGE COMMISSION AND FOR OTHER PURPOSES**

“...it is hereby declared the policy of the State to systematically integrate the concept of climate change in various phases of policy formulation, development plans, poverty reduction strategies and other development tools and techniques by all agencies and instrumentalities of the government .”





# **“Philippine Disaster Risk Reduction and Management Act of 2010” Republic Act No.**

## **10121**

**AN ACT STRENGTHENING THE PHILIPPINE DISASTER RISK REDUCTION AND MANAGEMENT SYSTEM, PROVIDING FOR THE NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT FRAMEWORK AND INSTITUTIONALIZING THE NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN**

**· (c) Incorporate Internationally accepted principles of disaster risk management in the creation and implementation of national, regional and local sustainable development and poverty reduction strategies, policies, plans and budgets;**



# Guides for mainstreaming CCA-DRR into the CDP



Supplemental Guideline on  
Mainstreaming CCA/DRR  
in the CLUP



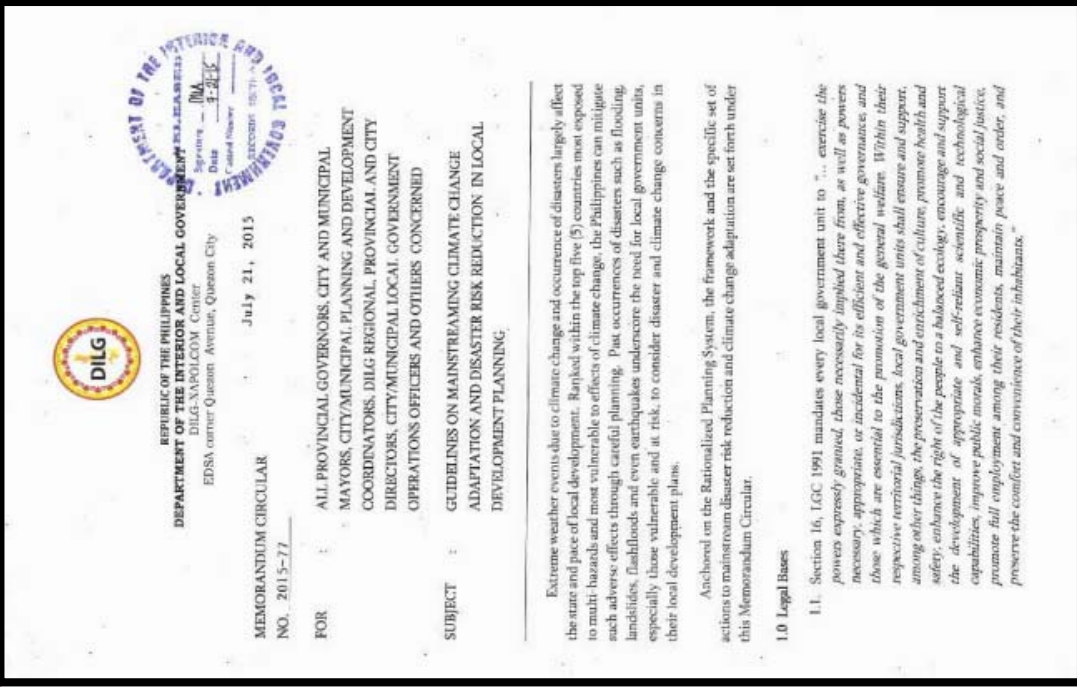
HOUSING AND LAND USE REGULATORY BOARD

**Supplemental Guidelines on  
Mainstreaming Climate and  
Disaster Risks in the  
Comprehensive Land Use  
Plan (Project Climate Twin  
Phoenix: HLURB/Climate  
Change  
Commission/UNDP/AusAID)**





# DILG Memorandum Circular 2015-77: Guidelines on Mainstreaming CCA-DRR in Local Development Planning



- Responsive to RA 10121, RA 9729, Sendai Framework for DRR 2015-2030, NDRRMP 2011-2028, Disaster Preparedness Minimum Standards, and Paris 2015 COP 21-CMP11.

- **Mainstreaming Entry Points:**
  - Existing Ecological Profile (database)
  - Planning Structure
  - Planning Process
  - Development/Sectoral Plans
  - Investment Programs



# DILG Mainstreaming approach for thematic concerns (Chapter 10 , RPS)

Integrate into existing

**Database**

Include in the current  
**Structure and  
Planning Process**

**Mainstreaming Matrix**

of Thematic Concerns into the  
**Local Planning Process**

Translate into reviewable

**Documents**

Provide the necessary

**Authority Levers**

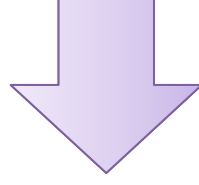
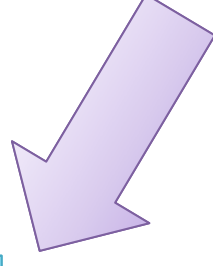
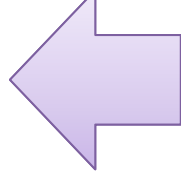
Process of studying risks of exposed elements:

- POPULATION
- URBAN AREA
- NATURAL RESOURCES  
(Agriculture, Forestry and Fishery production areas)
- CRITICAL POINT FACILITIES
- LIFELINE INFRASTRUCTURE

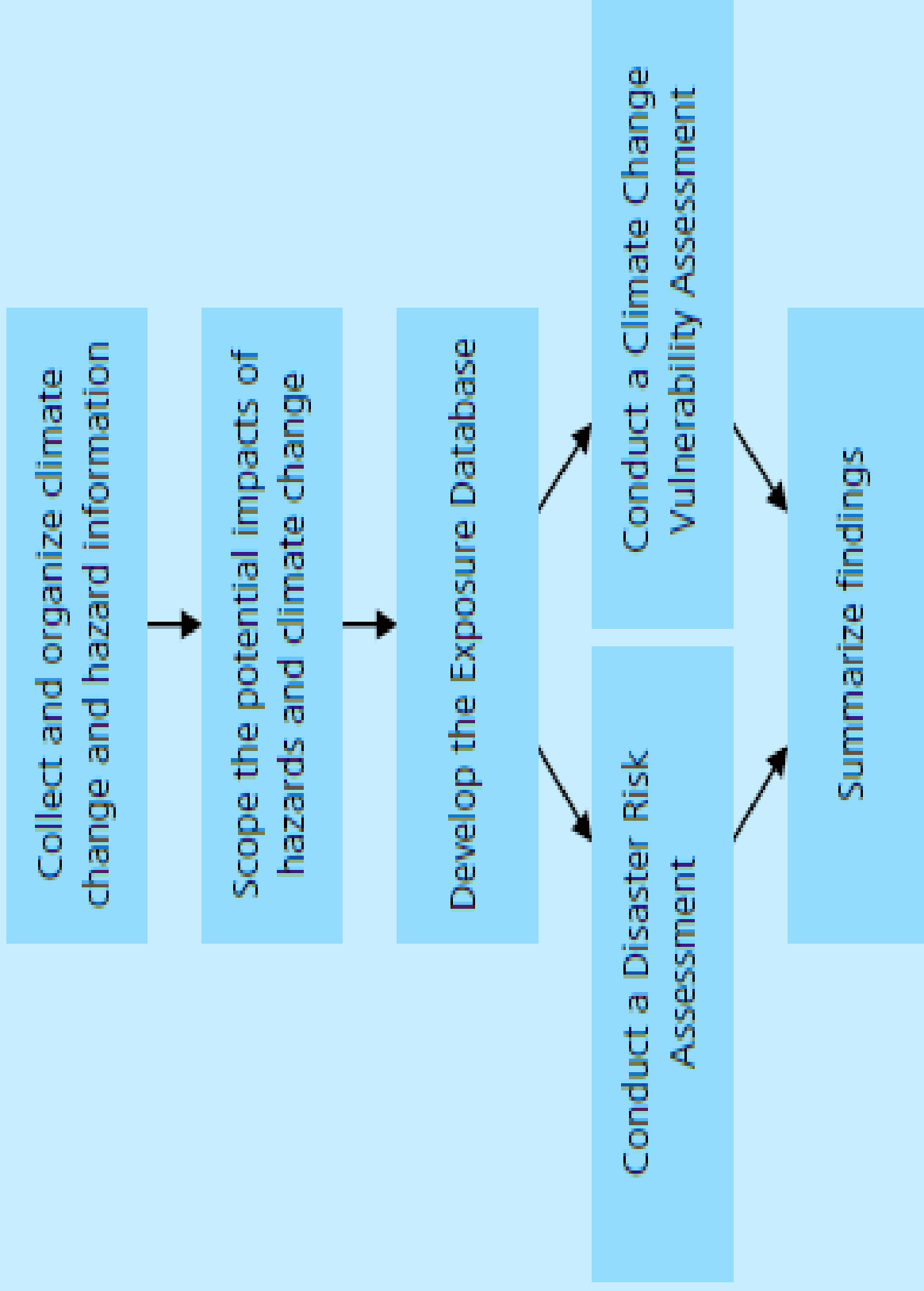
Seeks to establish risk and vulnerable areas by analyzing the hazard, exposure, vulnerability/sensitivity and adaptive capacities of various exposed elements.

Identifies the priority decision areas that need to be addressed given the acceptable or tolerable levels of risks and allow the identification of various disaster risk and climate change adaptation and mitigation measures and spatial policy interventions.

## The Climate and Disaster Risk Assessment (CDRA)



# Climate and Disaster Risk Assessment (CDRA)





# Steps in CDRA

# 1

**Collect and organize climate information**

- Historical / Observed Climate Trends
- Projected Climate Change Variables

**Collect and organize climate hazards information**

- Description of various climate hazards
- Description of historical climate statistics and impacts of past disaster events

**Scope the potential impacts of climate hazards and climate change**

- Illustration and description of potential sectoral impacts of climate change
- Supplemental analysis of potential impacts based on historical experiences

# 2



# 3

## Exposure Database Development

- Quantitative and
- Qualitative baseline data on area and element unit exposure

## Conduct a Climate Change Vulnerability Assessment

# 4

- Quantitative and Qualitative analysis of extent of exposure, sensitivity, and adaptive capacity of population, built and production properties, critical points, and lifeline utilities
- Vulnerability maps indicating the spatial variation on the level of vulnerabilities of exposed elements
- Summary Vulnerability Assessment Tables





# 5

## Conduct a Climate Disaster Risk Assessment

- Quantitative and Qualitative analysis of extent of exposure, sensitivity, and adaptive capacity of population, built and production properties, critical points, and lifeline utilities
- Risk maps indicating the spatial variation on the level of risk of exposed elements
- Summary Risk Assessment Tables

## Evaluate Risks and Vulnerabilities

# 6

- Priority decision areas based on the vulnerability and risk maps/ summary tables
- Summary of area based technical findings based on assessment of risks and vulnerabilities
- Area prioritization based on acceptable level of risk/vulnerability
- Identification of planning implications and policy interventions





# STEP 1: Collect and organize climate change and hazard information



## OBJECTIVES

**1**

Understand the various future climate scenario/s by analyzing climate change scenarios

**2**

Characterize the natural hazards that may potentially affect the locality/barangay

**3**

Understand previous disasters and severely affected elements.



## OUTPUTS

**Local Climate Change Projections**

**Inventory of Natural Hazards and their Characteristics**

**Tabular compilation of historical disaster damage/loss data**

**Summary of barangay-level hazard inventory matrix**



## PROCESS

**1. Collect and organize  
climate change information**

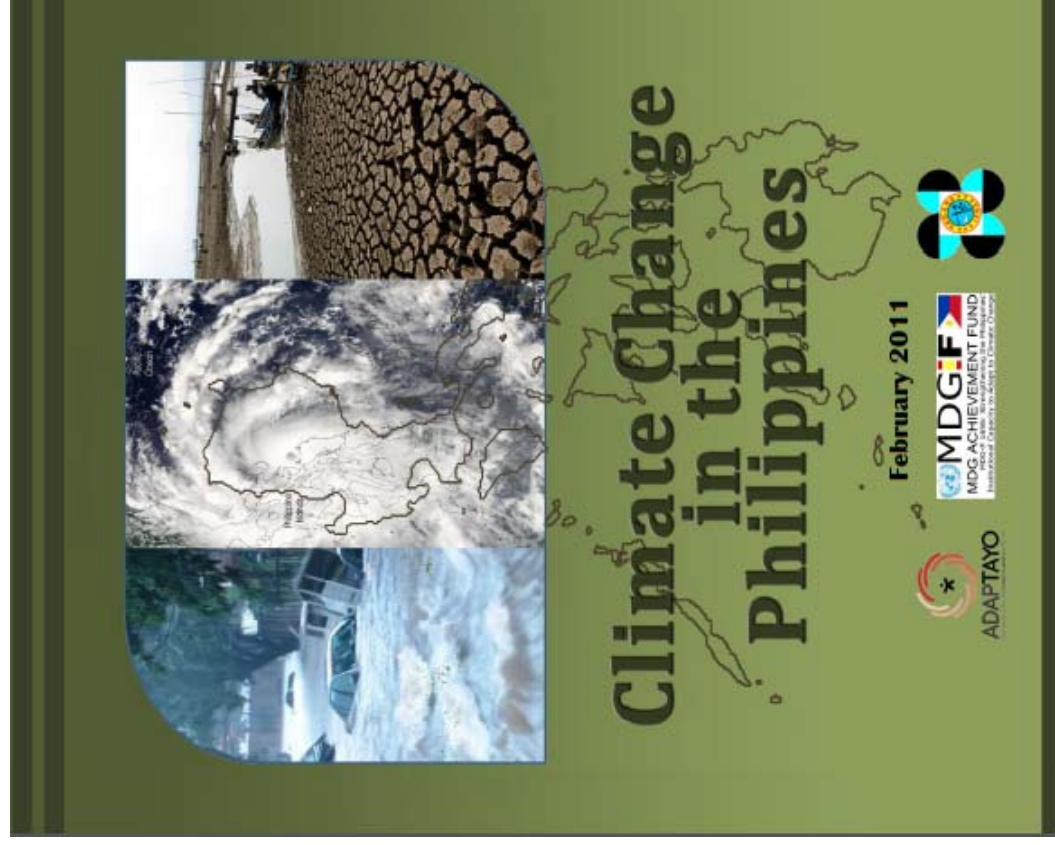
**2. Collect and organize  
hazard information**

**3. Analyze previous disasters**

**4. Prepare a hazard  
susceptibility inventory  
matrix**



# 1. Collect and analyze climate and hazard information



## Local Climate Change Scenario

The climate projections are available for each region and province of the country. The municipality or city, at first pass, may consider the provincial data, and consult PAGASA on the applicability.

- Seasonal Temperature
- Seasonal Rainfall
- Frequency of Extreme Event:





# Inventory of hazards and their characteristics

## Characterizing Hazard:

**Spatial Extent** - areas within the municipality/city and certain barangays that are likely to be inundated or affected by a particular hazard;

**Magnitude/Intensity** - the estimated strength of the hazard that will impact an area (i.e. Flood can be expressed in water depth, water flow velocity, and/or duration, storm surge expressed in wave heights, earthquake ground shaking expressed as intensity scale);





## Characterizing Hazard:

**Frequency/Probability of occurrence** - refers to the likelihood or the average recurrence interval (expressed in years) that a hazard event may happen; chance of it occurring per year (expressed in percentage)

**Duration** – refers to how long the hazard will occur (expressed in minutes, days, weeks etc.)



## Characterizing Hazard:

**Speed of Onset – whether the occurrence of the hazard is slow/creeping (i.e. Drought) or rapid/fast (Flashfloods, earthquakes, Landslides).**

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Alignment: Wrap Text, Merge & Center

Number: General, Percentage, Number

Cells: Conditional Formatting, Format as Table, Cell Styles, Insert, Delete, Format

A18 1. Enumerate gathered hazard maps from mandated agencies and developed by the LGU (A)

Table 2. Inventory of Hazards and description, Municipality/City of \_\_\_\_\_, Province of \_\_\_\_\_

Hazard	Map Information			Hazard Description				
	Source	Scale	Format/date/Reference system	Susceptibility	Magnitude	Speed of Onset	Frequency and/or Duration	Areas Covered
A	B	C	D	E	F	G	H	I
Flood Susceptibility								
Rain Induced Landslide								
Storm Surge								
Ground Rupture								
Ground Shaking								
Liquefaction								
Earthquake Induced Landslide								
Tsunami								
Volcanic Hazard								
Others								

Instructions:

- Enumerate gathered hazard maps from mandated agencies and developed by the LGU (A)
- Referring to your collected hazard maps, identify the following:
  - \*Source (B): the agencies that provided/formulated the maps
  - \*Scale (C): 1:50,000, 1:50,000, 1:50,000

1 Climate Change Projections    2 Hazard Inventory    3 Records of Disasters    4 Hazard Susceptibility

READY





# Historical Disaster Damage Da

Hazard Events and Description	Affected Barangays	No. of casualties					No. of Affected					No. of houses					Damage to Properties					Source of Information
		Dead	Injured	Missing	Persons	Families	Totally	Partially	Infra	Agri	Inst.	Private/Comm'l	Total	Disaster report								
December 26, 1993: flood due to Typhoon Puring. Affected majority of the population.	All barangays	0	0	0	6,960	1,160	0	200	1,126,350	2,137,500	0	0	0	3,263,850	Disaster report							
7-Jan-02: Flood due to heavy rain. Affected five barangays.	Brgys. Pautao, Dugsangon, Pyapag, Pongtud and Cambuayon	1	0	0	No data	634	0	0	No data	No data	0	0	0	0	Disaster report							
December 22, 2003: flood due to continuous heavy rains. Affected 7 barangays.	Brgys. Poblacion, Campo, Pautao, Cabugao, Payapag, Dugsango and Cambuayon	0	0	0	775	155	0	5	1,079,000	1,646,250	0	0	0	2,725,250	Disaster report							
December 23, 2005: flood due to continuous heavy rain. Affected 7 barangays.	Brgys. Poblacion, Campo, Pautao, Cabugao, Payapag, Dugsangon, and Pongtud	1	0	0	378	68	0	0	0	8,373,985	0	0	0	8,373,985	Disaster report							
Jan. 10-16, 2009: flood due to continuous heavy rain. Affected all barangays	All barangays	0	0	0	No Data	433	0	41	3,050,000	1,197,135	0	0	0	4,247,135	Disaster report							

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Table 4. Hazard Susceptibility Inventory Matrix of Municipality/City of \_\_\_\_\_, Province of \_\_\_\_\_.

Barangay	Flood	Rain-Induced Landslide	Storm Surge	Drought	Sea Level Rise	Earthquake induced landslide	Liquefaction / Sinkhole	Ground shaking	Ground Rupture	Tsunami	Volcanic Eruption
A	B	C	D	E	F	G	H	I	J	K	L
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											

**Table 3.4 . Sample Hazard Inventory Matrix**

Barangay	Flood	Rain-Induced landslide	Storm surge	Drought	Typhoon	Sea level Rise	Coastal Erosion
Brgy. 1	✓		✓	✓	✓	✓	✓
Brgy. 2	✓	✓		✓	✓		
Brgy. 3	✓	✓		✓	✓		
Brgy. 4	✓	✓		✓	✓		
Brgy. 5	✓		✓	✓	✓	✓	✓
Brgy. 6	✓	✓		✓	✓		
Brgy. 7	✓	✓	✓	✓	✓	✓	✓
Brgy. 8	✓	✓		✓	✓		
Brgy. 9		✓		✓	✓		





# INFORMATION REQUIREMENTS

SOURCE	DATA
<b>DOST – PAGASA</b>	Historical/Observed climate trends Projected Climate Change Variables/ Climate Projections
<b>DOST – PHIVOLCS</b>	Hydrometeorological (Temperature and Rainfall) Projected change of temperature maps Geologic hazard maps (e.g Earthquake, active fault, earthquake induced landslide, ground rapture, ground shaking, liquefaction, tsunami) (1:10,000)
<b>NAMRIA</b>	Topographic Base maps (1:10,000 scale), SLR susceptibility
<b>MGB-DENR</b>	Geologic hazard maps (e.g. sinkhole/karst subsidence) Susceptibility Hazard Maps (Flood and landslide) (1:10,000 scale)
<b>DOST – Project NOAH</b>	Hydro-met hazard maps, if available (e.g. flood, Rain-induced landslides, storm surges) (1:10,000 scale)
<b>CBMS/Barangay profile</b>	Summary of risk and hazard of every barangay
<b>LDRRM Office</b>	Historical and observed actual disasters Community-based risk maps



# **STEP 2: Scope the potential impacts of climate hazards and climate change on the LGU**



# Scoping the potential impacts of disasters and climate change

## Objectives

- Identify the various stimulus that may likely affect the locality
- Identify the potential impacts and the spatial manifestations of climate change

## Outputs

- Impact Chain Analysis
- Structuring Impact Chain Analysis





# Step 2: Scoping climate change and hazard impacts

Identify the potential impacts and the spatial manifestations of climate change

Impacts is used to refer to the effects on natural, and human systems of physical events, of disasters, and of climate change – IPCC

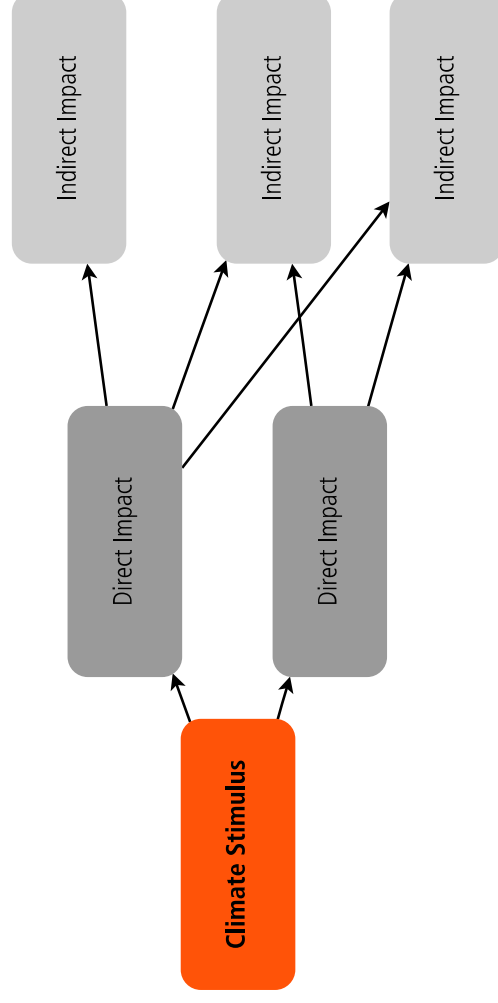
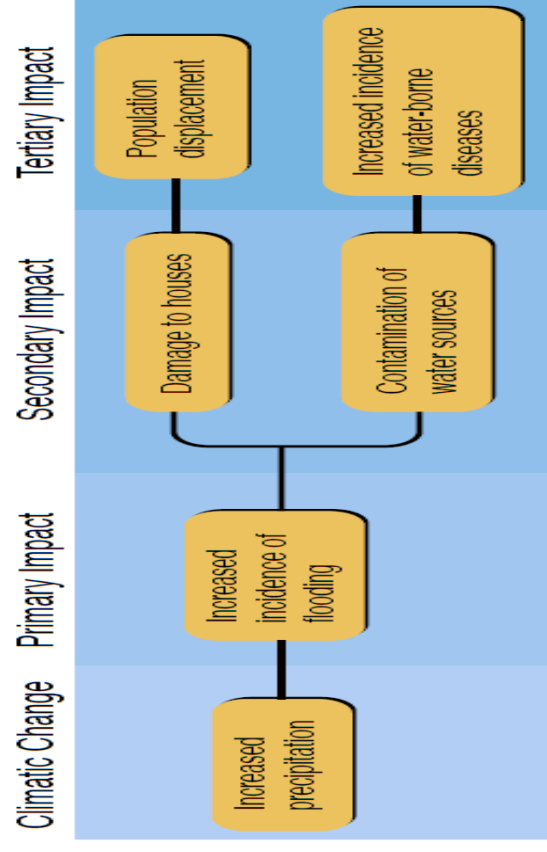


Figure CL-3. Sample Simplified Impact Chain Analysis for Urban Areas



# System of Interests



## Population

- People



- Household maps
- Residential land use

## Urban Areas

- Residential
- Commercial
- Industrial
- Tourism
- Cemeteries
- Parks and Open Spaces
- Other unique urban uses



- Existing land use map

## Natural Resource based Production Areas

- Crop Production Areas
- Forest Production /Protection Areas
- Fishery areas



- Existing land use map (Agriculture areas, forest plantation areas)

## Lifeline Utilities

- Transportation
- Communication
- Power
- Water



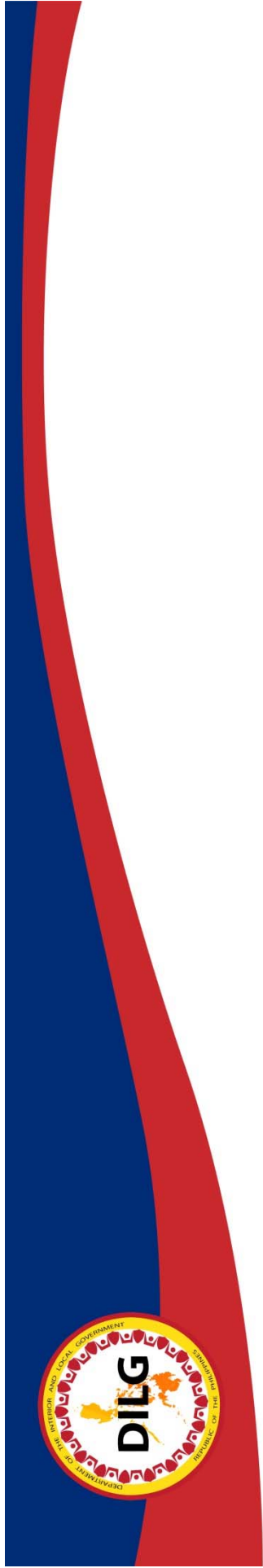
- Road maps
- Infrastructure and utilities map
- Waterlines
- Power lines

## Critical Point Facilities

- Educational Facilities
- Health facilities
- Social Welfare related facilities
- Governance
- Water related point facilities
- Communication point facilities
- Power related point facilities
- Bridges



- Infrastructure and utilities map



**Thank you!**



# STEP 3: Exposure and Sensitivity Analyses





The **Exposure Database** provides the baseline information pertaining to the elements at risk. It shall provide the location, sensitivity and adaptive capacity attributes of the exposed elements which are necessary information when conducting a climate change vulnerability assessment (CCVA) and climate and disaster risk assessment (CDRA).



# REMEMBER THE CONCEPTS!

- **EXPOSURE** is what **IS AT RISK** from climate change (e.g. population, resources, property) – multi-sectoral
- The **CHANGE** in **CLIMATE** itself (e.g. SS, Flooding, SLR, Coastal erosion).



# REMEMBER THE CONCEPTS!

- **SENSITIVITY** is defined as the degree to which a system is affected by the **BIOPHYSICAL** impact of climate change. It considers the **SOCIO-ECONOMIC** context of the systems that are exposed.



# STRUCTURING THE ANALYSIS OF EXPOSED AND SENSITIVE ELEMENTS

Urban Use  
Natural Resource

- Agriculture Use
- Coastal, Marine
- Upland, Forestry

**SYSTEM**

**Who, what are exposed?**

Social? Economic?  
Environment? Infra?  
Institutional or governance?

**Where are they? How many? Type?**

**EXPOSURE**  
(refer to impact chain)

**How exposed?**

Population- % children/total  
Or % PWDs, ISFs, elderly  
Houses- % light materials/over strong  
Farmers- % w/o knowledge to CC

**SENSITIVITY**  
(degree)



# EXAMPLE: POPULATION

## POPULATION EXPOSURE AND SENSITIVITY DATABASE:

- Population is sub-sector of social sector and cuts across all systems
  - Utilize the CBMS database, or National Statistics Office Census to populate the minimum exposure and sensitivity and adaptive capacity attributes.
  - Derived from the impact chain and existing land use map by extracting all residential areas
  - At the minimum, data can be aggregated at the barangay level.
  - Population exposure will be used to estimate the potential number of severely affected individuals based on the sensitivity indicators.





# EXAMPLE: SETTLEMENTS

## SETTLEMENTS EXPOSURE AND SENSITIVITY

### DATABASE:

- **Settlements** is sub-sector of social sector and cuts across all systems
- **Derived** from the impact chain and existing land use map by extracting all residential areas
- At the minimum, data can be aggregated at the barangay level.
- **Settlements** exposure will be used to estimate the potential number of severely affected houses.





# CRITICAL FACILITIES EXPOSURE MAP

Derived from the impact chain and using available inventory/thematic maps where the spatial distribution of the facilities by type are indicated.

**Sample maps include:**

- Inventory of schools
- Health facilities
- Social welfare facilities
- Government buildings
- Water related point facilities (i.e. pumping stations, potable water point sources)
- Power related point facilities (sub-stations, power plants)
- Transportation (sea ports, airports, bridges) and
- Recreation buildings facilities (gymnasiums, covered courts)





## Example: Critical Point Facilities Exposure Database / Attribute Table: FLOOD

EXPOSURE						SENSITIVITY			
Barangay	Type	Name	Area	Capacity (Classrooms, Bed Capacity, Loading Capacity)	Wall Materials Used	Existing Condition	Structure Employing Hazard Resistant Design		
Taboc	Senior Citizen Building	Temp. OCC School	50 sq meters		Concrete	Good	No		
Bonbon	Senior Citizen Building	Bonbon Senior Citizen	50 sq meters		Mixed	Poor/needs major repair	No		
Taboc	Senior Citizen Building	Senior Citizen	50 sq meters		Concrete	Needs repair	No		
Taboc	Secondary School	ONSTS	10.01 Hectares		Concrete	Needs repair	Yes		
Luyong Bonbon	Health Center	Luyong Bonbon Health Center	75 sq. meters	4 Bed Capacity	Wood	Poor	No		
Bonbon	Elementary School	Opol Grace Christian School	10000 sq meters	6 Classrooms	Wood	needs repair	No		
Barra	Elementary School	barra Elementary School	6404 sq. meters	15 Classrooms	Concrete	Good	No		
Luyong Bonbon	Elementary School	Luyong Bonbon Elementary School	4845 sq. meters	8 Classrooms	Concrete	needs repair	No		
Poblacion	Elementary School	Opol Central School	9879 sq. meters	6 Classrooms	Mixed	Good	Yes		
Poblacion	Elementary School	SDA Elementary School	8034 sq. meters	12 Classrooms	Concrete	needs repair	Yes		
Barra	Day Care Center	Barra Day Care Center 2	50 sq meters		Concrete	Good	Yes		
Igitit	Day Care Center	Day Care Center	50 sq meters		Concrete	Poor	No		
Bonbon	Day Care Center	Luyong Bonbon Day Care Center	50 sq meters		Mixed	Poor/needs major repair	No		
Barra	Day Care Center	Barra Day Care Center	50 sq meters		Concrete	Good	Yes		




# EXPOSURE AND SENSITIVITY ANALYSIS

EXPOSURE			SENSITIVITY		
Climate Change Driver, Hazard	Who / what is at exposed to the hazard? (People places, facilities, activities)	Location (Where are these located? Be as exact as possible)	Degree of Impact /threat (Percentage / Proportion of informal settlement families)	Condition of the element at risk (i.e. construction materials, families below poverty threshold)	Identify other sensitivity indicators applicable / available

## Lifeline Utilities Exposure Database / Attribute Table

EXPOSURE			SENSITIVITY			
Road Name	Road Classification	Replacement Cost per linear kilometer	Surface Type	Existing Condition	Hazard Resistant Design	
Metro Cagayan road	National road	23,000,000	Concrete	Good	Yes	
Main Water Distribution Line	Water Pipe	No Information	Steel	Good	Yes	
Old national road	National road	23,000,000	Concrete	Good	Yes	
Highway-Junction Tulahon road	Provincial road	18,000,000	Concrete/Gravel	Needs Major Repairs	No	
National highway to Narulang road	Provincial road	18,000,000	Concrete	Needs Major Repairs	No	
Poblacion to Limunda road	Provincial road	18,000,000	Concrete	Good	Yes	
Roan road	Barangay Road	11,036,000	Concrete	Good	Yes	
National highway to Zone 1 road	Barangay Road	11,036,000	Concrete	Good	Yes	
National highway to Pag-Ibig Citi Homes	Barangay Road	11,036,000	Concrete	Good	No	



# EXPOSURE, SENSITIVITY AND THREAT LEVEL ANALYSIS

**Impact  
Chain  
Analysis**

**Area  
Sub-sectors**

**Exposure**

**Who  
Where  
What  
How many**

**Sensitivity**

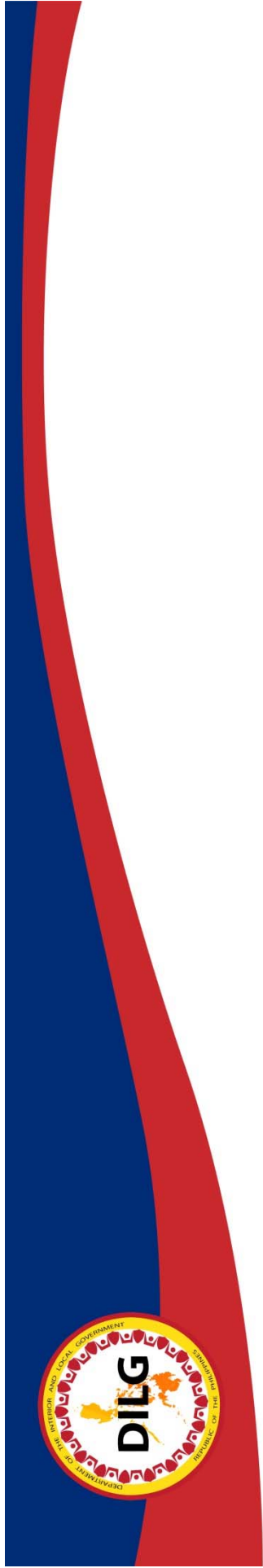
**% composition  
Quality  
Etc.**

**Threat Level**



# EXPOSURE AND SENSITIVITY ANALYSIS

EXPOSURE		SENSITIVITY			Threat Level	
<b>Climate Change Driver, Hazard</b>	<b>Who / what is at exposed to the hazard?</b> (People places, facilities, activities)	<b>Location</b> (Where are these located? Be as exact as possible)	<b>Degree of Impact /threat</b> (Percentage / Proportion of informal settlements families)	<b>Condition of the element at risk</b> (i.e. construction materials, families below poverty threshold)	Identify other sensitivity indicators applicable / available	High Medium Medium Low Low



**Thank you!**



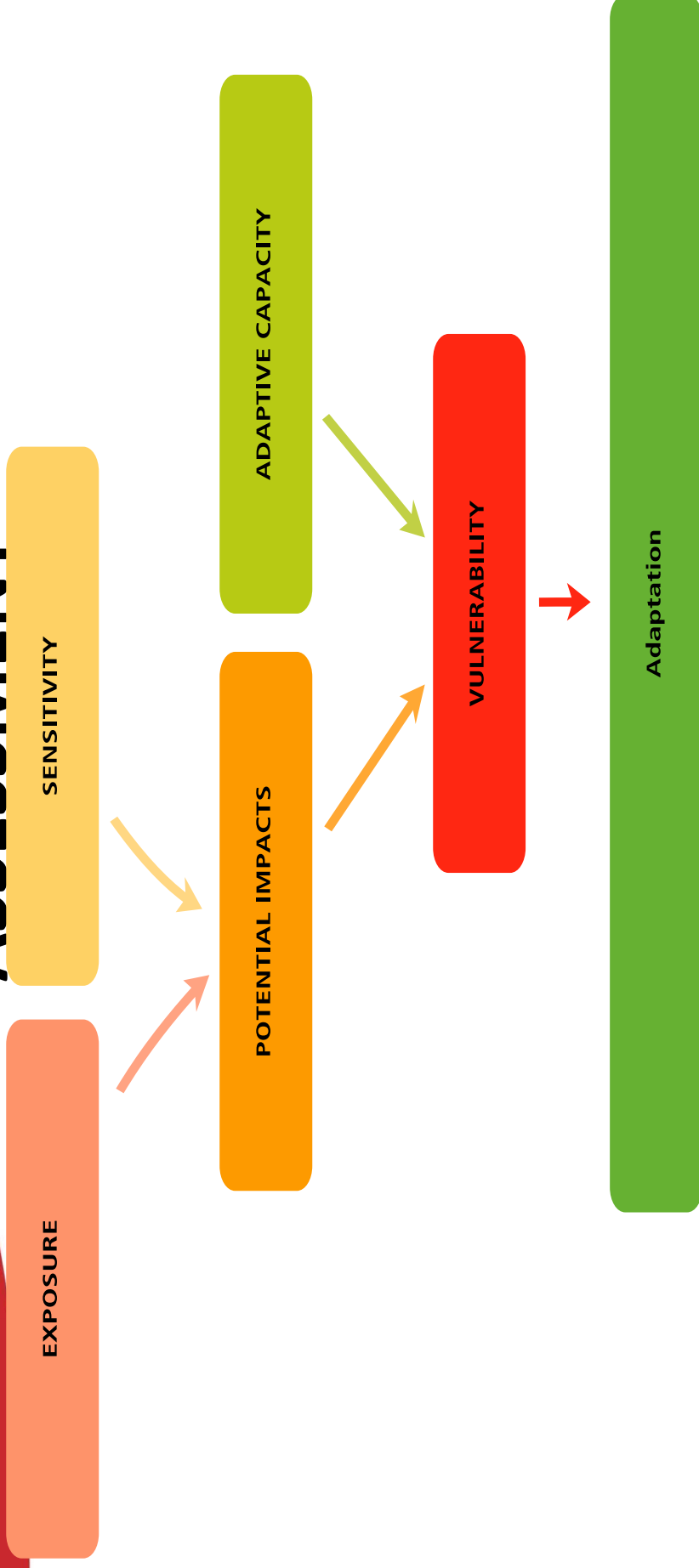
# **STEP 4: Conduct Climate Change Vulnerability Assessment**





# STEP 4: CLIMATE CHANGE VULNERABILITY

## ASSESSMENT



### Outputs:

- CCVA summary decision areas and issues matrix
- CCVA vulnerability assessment map



# CLIMATE CHANGE VULNERABILITY ASSESSMENT (CCVA)

*Vulnerability: the degree to which a system is susceptible to, or unable to cope with adverse effects of climate change, including climate variability and extremes*

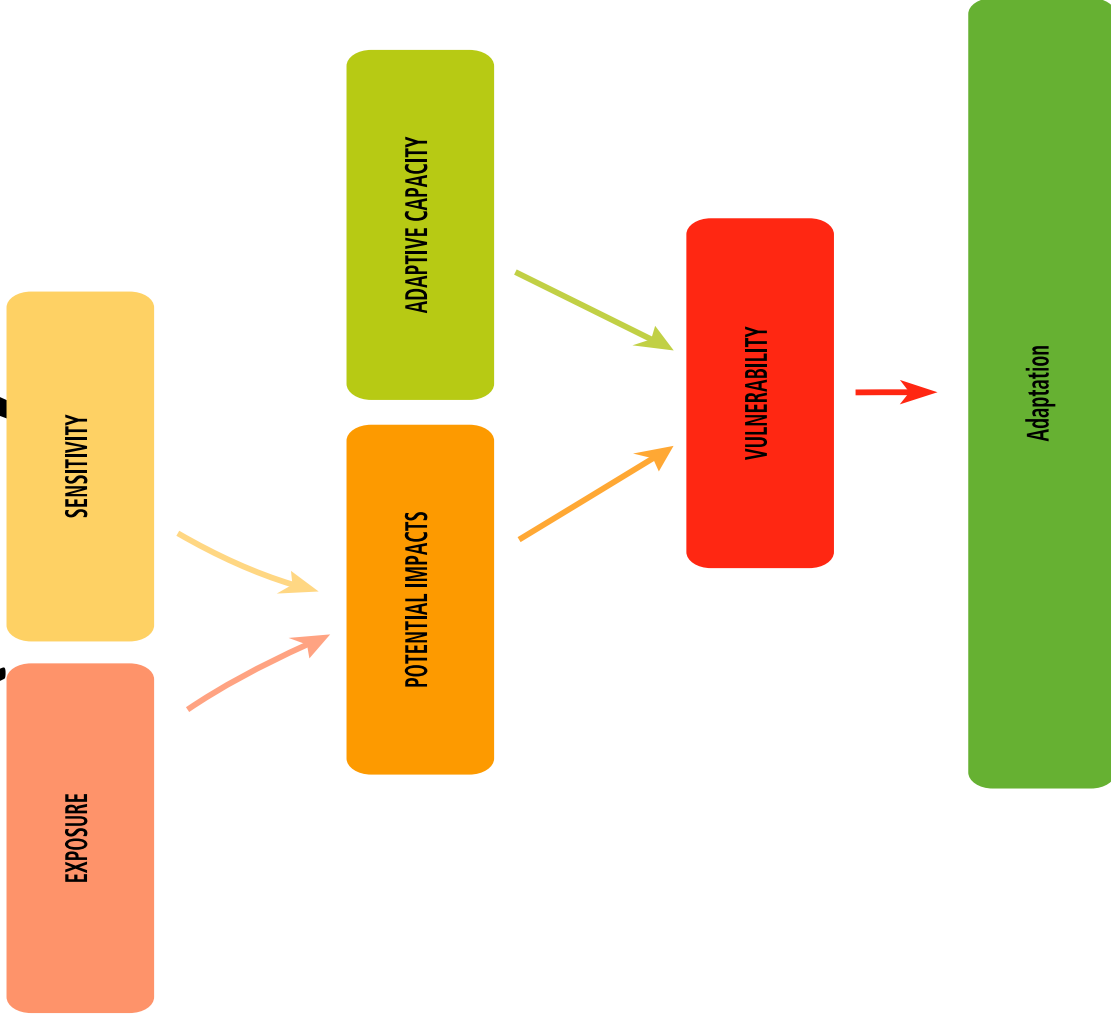
# CLIMATE CHANGE VULNERABILITY



## ASSESSMENT (CCVA)

Table 3.4.3 Degree of Impact Score

Degree of Impact	Degree of Impact Score	Description
High	3	Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be disastrous given the extent of exposure and current sensitivity of the system. Medium to long term indirect impacts will also be experienced which may affect development processes. Significant costs needed to return to pre-impact levels.
Moderate	2	Moderate direct impacts in terms of number of fatalities, injuries and value of property damage are expected given the extent of exposure and current sensitivities of the system. Short to medium term indirect impacts will also be experienced which may affect development processes. Medium to low cost needed to return to pre-impact levels within a short to medium time period.
Low	1	Estimated direct and indirect impacts are low to negligible which can be felt within a short term period. Minimal impacts to development processes and no significant cost needed to return to pre-impact levels.



**Table 3.4.4a Population Degree of Impact Rating**

A	E	F	G	H	I	J	K	L	M	N	O	P	Q				
EXPOSURE										SENSITIVITY				IMPACT			
Barangay	Affected Area (Hectares) <sup>2</sup>	Exposed Population <sup>3</sup>	Exposure Percentage	Percentage of Informal Settlers	Percentage of Population living in dwelling units with walls made from light to salvageable materials	Percentage of young and old dependents	Percentage of persons with disabilities	Percentage of Individuals living below the Poverty Threshold	Percentage of Malnourished Individuals	Degree of Impact							
										Group 1	Group 2	Group 3	Average				
Barra	0.54	136	1.04%	1.06%	0.84%	33.58%	0.70%	14.55%	0.61%	3	3	3	3.00				
Bonbon	0.99	263	8.73%	3.13%	5.06%	34.31%	1.01%	35.86%	2.20%	3	2	3	2.67				
Igpit	7.29	1,195	12.42%	7.27%	1.75%	36.30%	0.70%	27.16%	1.06%	3	2	3	2.67				
Luyong Bonbon	5.25	1,468	38.95%	2.00%	8.55%	35.43%	0.40%	41.51%	1.80%	3	3	2	2.67				
Poblacion	0.36	83	2.48%	4.06%	6.08%	32.24%	2.23%	21.30%	1.50%	3	2	3	2.67				
Taboc	0.93	209	7.29%	4.45%	8.74%	35.67%	0.89%	31.29%	0.59%	2	3	3	2.67				

Note: Columns N-P are the assigned scores per group. Column Q represents the average of group scores which will represent the consensus degree of impact score

Table 3.4.6 Vulnerability Index Scores

Degree of Impact Score	Adaptive Capacity Score <sup>1</sup>			Vulnerability	Vulnerability Index Score Range
	High (1)	Moderate (2)	Low (3)		
High (3)	3	6	9	High	>6-9
Moderate (2)	2	4	6	Moderate	>3-6
Low (1)	1	2	3	Low	≤3

**Table 3.4.9a Sample Climate Change Vulnerability Assessment Summary Matrix for Population, Sea Level Rise**

Decision Area/s	Technical Findings	Implications	Policy Interventions
A	B	C	D
Igpit	<ul style="list-style-type: none"> <li>• High population vulnerability to a 1-meter SLR</li> <li>• Approximately 7,29 hectares of residential areas and 1,195 individuals exposed (Exposure);</li> <li>• It was observed that a high number of exposed elements located adjacent to coastal areas are made from light to salvageable materials (Sensitivity);</li> <li>• Around 27% of individuals living below the poverty threshold;</li> <li>• Majority are considered Informal settlers with no security of tenure (Sensitivity);</li> <li>• Low awareness among inhabitants regarding the potential impacts of Climate Change and SLR (Sensitivity);</li> <li>• No available government resources to pursue mitigation related infrastructure and relocation (Adaptive Capacity);</li> <li>• Inhabitants willing to be relocated into safer areas if government provides assistance (Adaptive Capacity);</li> </ul>	<ul style="list-style-type: none"> <li>• Potential submergence of low-lying settlement areas and reduction in available lands for residential uses (Impact);</li> <li>• Exposure may increase in the future due to natural population growth and uncontrolled growth of informal settlers;</li> <li>• Increase in mean sea-level may change coastal tidal patterns and magnitude of sudden onset hazards affecting coastal areas (i.e. storm surges and coastal flooding) and affect residential structures and its inhabitants;</li> <li>• Redirection of government resources for disaster response, reconstruction/rehabilitation;</li> <li>• Reduction in available lands for residential uses;</li> <li>• Retaining residential areas may be too costly to manage and mitigate in the long term;</li> </ul>	<ul style="list-style-type: none"> <li>• Identification of new residential areas to accommodate the relocation of approximately 1,195 individuals;</li> <li>• Seek assistance from NGAs in the provision of housing for low income families;</li> <li>• Disallow further upgrading of residential areas in the impact areas;</li> <li>• Reclassify areas to protection or open space type land uses</li> <li>• Rehabilitate wetlands and mangrove areas;</li> <li>• Provide alternative livelihood opportunities for families below the poverty threshold;</li> <li>• Establishment of early warning systems and contingency plans for coastal related hazards (i.e. coastal flooding and storm surges)</li> </ul>



# CCVA SUMMARY TABLE





## **ENUMERATE THE POSSIBLE IMPACTS AND RATE THE DEGREE OF IMPACT/THREAT LEVEL**

- **Given the list of impacts, qualitatively determine the degree of impact score using the suggested rating scale. The impact rating represents the level and kind of impacts the system is likely to experience, and time and resources needed for interventions to return to pre-impact levels.**

Systems	Climate Variable	General Changes in the Climate Variable	Climate Change Effects	Climate Change Impacts
(1)	(2)	(3)	(4)	(5)
Coastal zone	Sea level rise	Increase	<ul style="list-style-type: none"> <li>Flooding</li> <li>Storm surge</li> </ul>	<ul style="list-style-type: none"> <li>Increased erosion or damage to coastal infrastructure, beaches, and other natural features</li> <li>Loss of coastal wetlands and other coastal habitats such as mangroves</li> <li>Coral bleaching</li> <li>Pollution</li> <li>Increased costs for maintenance and expansion of coastal erosion/flooding control (natural or man-made)</li> <li>Saltwater intrusion into coastal aquifers</li> <li>Submergence of low-lying lands</li> <li>Loss of cultural and historical sites on coastline to sea level rise</li> </ul>
Human Health	Temperature	Increase	<ul style="list-style-type: none"> <li>Hotter days</li> </ul>	<ul style="list-style-type: none"> <li>More heat-related stress, particularly among the elderly, the poor, and vulnerable population</li> </ul>
	Rainfall	Increase	<ul style="list-style-type: none"> <li>Flooding</li> </ul>	<ul style="list-style-type: none"> <li>Increase in vector-borne diseases</li> </ul>
Agriculture: crop production	Rainfall	Erratic rain patterns <ul style="list-style-type: none"> <li>Too little rainfall</li> <li>Too much rains</li> <li>Early onset of rainy season</li> <li>Late onset of rainy season</li> <li>Too little rainfall</li> </ul>	<ul style="list-style-type: none"> <li>Drought</li> <li>Flooding</li> <li>Rain-induced landslides</li> </ul>	<ul style="list-style-type: none"> <li>Crops submerged in water</li> <li>Wilting in planted crops</li> <li>Changes in crop yields</li> <li>Diminishing harvest; reduction in farmers' income</li> <li>Increase risk of pest outbreaks and weeds</li> <li>Damaged road transportation network</li> </ul>
	Temperature	Increase	<ul style="list-style-type: none"> <li>Drought</li> </ul>	<ul style="list-style-type: none"> <li>Increased demand for irrigation due to longer and warmer growing season</li> <li>Unable to plant especially in times when rains are too little</li> <li>Poorer quality agricultural products (e.g., less grain filling in rice, smaller coconut fruits)</li> </ul>
	Sea level	Increase	<ul style="list-style-type: none"> <li>Flooding</li> </ul>	<ul style="list-style-type: none"> <li>Intrusion of salt water into rice lands</li> <li>Reduced areas for rice production</li> <li>Reduction in farmers' income</li> <li>Reduced food supply</li> </ul>



# ENUMERATE THE POSSIBLE IMPACTS AND RATE THE DEGREE OF IMPACT/THREATS

- Impacts/threats are considered HIGH when the interventions needed to return to pre-impact levels require national or international interventions and/or the period to return to pre-impact levels will range from medium to long-term.
- Impacts/threats are considered LOW when exposed units will be able to return to pre-impact levels without government intervention within a short-term period.



# DEGREE OF IMPACT SCORE (THREAT LEVEL)

Degree of Impact	Degree of Impact, Score	Description
High	3	Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be extremely high given the extent of exposure and current sensitivity of the system. Medium to long term indirect impacts will also be experienced which may affect development processes and will often require significant government interventions and external assistance to return to pre-impact levels.
Moderate	2	Moderate direct impacts in terms of number of fatalities, injuries and value of property damage are expected given the extent of exposure and better sensitivities. Indirect impacts can be addressed through local municipal/barangay level government interventions within a short term period to return to pre-impact levels.
Low	1	Estimated direct and indirect impacts are low to negligible. Minimal intervention needed to return to pre-impact levels. Local communities affected can address impacts using their own resources.

System	Climate Stimulus	Exposure	Sensitivity	Impacts	Degree of Impact
(1)	(2)	(3)	(4)	(5)	(6)
Coastal sea level rise	<ul style="list-style-type: none"> <li>Coastal flooding</li> <li>Sea level rise</li> <li>Storm surge</li> <li>Frequent and stronger typhoons</li> <li>Drought</li> <li>Changing Rainfall Pattern</li> </ul>	<ul style="list-style-type: none"> <li>Approximately 715 persons or (178 families)</li> <li>6 hectares of Residential Areas representing 3% of the total residential areas with an approximate replacement value of 324M;</li> <li>8.8 hectares of Informal settler areas representing 84% of all identified informal settler areas, with an approximate replacement value of 105M;</li> <li>1.4 hectares of Commercial areas representing 12% of all commercial areas with an estimated replacement value of 121M;</li> <li>7 hectares of Tourism Areas representing 55% of all tourism areas with an approximate value of 607M;</li> <li>1,200 sq meters of Light</li> </ul>	<ul style="list-style-type: none"> <li>Approximately one-third of the population are dependents</li> <li>Population growth rate in the affected areas is above the Municipal average</li> <li>Around a 60% of are informal settlers</li> <li>Approximately 7% of households are dependent on ground water as the source of drinking water</li> <li>A significant portion of the population do not have access to EWS</li> <li>A significant portion of the population are dependent on establishments and production areas located in the impact zone</li> <li>Affected establishments/areas contributes roughly 30% to the local economy</li> <li>Local knowledge on the potential impacts of CC (Sea Level Rise/Storm Surge/Coastal flooding) is low</li> <li>Only 20% of the structures have property insurance</li> </ul>	<ul style="list-style-type: none"> <li>Increase in the number of severely affected families and possible fatalities and injuries.</li> <li>Potential submergence of low-lying settlement areas (i.e, residential, commercial, tourism).</li> <li>Loss of coastal wetlands and other coastal habitats such as mangroves</li> <li>Reduction in production output/ yield that would significantly impact the local economy</li> <li>Increased erosion or damage to coastal infrastructure, beaches, and other natural features</li> <li>Increased costs for maintenance and expansion of coastal erosion/flooding control (natural or manmade)</li> </ul>	High (3)





# EVALUATE ADAPTIVE CAPACITY

- Enumerate the various adaptive capacities of the system by referring to the adaptive capacity indicators in the exposure database.
- These indicators of adaptive capacities indicate whether the system is able to accommodate or cope with the impacts with very minimal disruption or short to long term detrimental effects/impacts.



# EVALUATE ADAPTIVE CAPACITY

- Low adaptive capacities can be described as systems/areas where the transformation/adaptation process will be medium to long term and far exceeds local capacities requiring national to international intervention.





# EVALUATE ADAPTIVE CAPACITY

- High adaptive capacities are areas where transformation can be implemented on the short term where the costs/resources, knowledge are within the capacities of the element exposed requiring minimal intervention from the local government.



# ADAPTIVE CAPACITY SCORE AND DESCRIPTION

Degree of Adaptive Capacity	Adaptive Capacity Rating	Description
Low	3	The system is not flexible to accommodate changes in climate. Addressing the impacts will be costly. The LGU and property owners will require external assistance to address the impacts.
Moderate	2	Addressing the impacts will require significant cost but it is still within the capacity of system to adapt to potential impacts. It can accommodate within its resources the cost for adapting and mitigating impacts.
High	1	The system is able to accommodate changes in climate. There are adaptation measures in place to address impacts.

System	Impacts	Degree of Impact	Analysis of Adaptive Capacity	Adaptive Capacity Score
(1) Coastal area	(5) <ul style="list-style-type: none"> <li>Increase in the number of severely affected families and possible fatalities and injuries.</li> <li>Potential submergence of low-lying settlement areas (i.e., residential, commercial, tourism).</li> <li>Loss of coastal wetlands and other coastal habitats such as mangroves</li> <li>Reduction in production output/ yield that would significantly impact the local economy</li> <li>Increased erosion or damage to coastal infrastructure, beaches, and other natural features</li> <li>Increased costs for maintenance and expansion of coastal erosion/ flooding control (natural or manmade)</li> <li>Saltwater intrusion into coastal aquifers</li> </ul>	(6) High (3)	(7) <ul style="list-style-type: none"> <li>Costly to retrofit and construct new coastal infrastructures.</li> <li>Disruption is expected in livelihood activities as new crop varieties have to be tested in flooded agricultural lands, and dwindling of fish stock from affected mangroves.</li> <li>Tapping multipurpose dams is dependent on the priority accorded to domestic usage. Desalination is costly.</li> <li>No available relocation sites for affected population. Rezoning settlements as no build zones will require intense consultations</li> <li>LGU does not have enough resources to address impacts. External assistance is needed.</li> </ul>	(8) Low (3)



# COMPUTING FOR VULNERABILITY INDICES



# COMPUTE FOR THE VULNERABILITY INDEX AND FINALIZE THE CCVA SUMMARY

## TABLE

- Compute for the vulnerability index by **multiplying the Impact and Adaptive Capacity Scores.**
- The vulnerability index shall indicate whether the vulnerability of the system is **high or low.**



# COMPUTE FOR THE VULNERABILITY INDEX AND FINALIZE THE CCVA SUMMARY TABLE

- Areas with **HIGH VULNERABILITY** can be described as areas where the expected impacts of the climate stimuli are high, due to the exposure and sensitivities, and the adaptive capacities are low to accommodate or cope with the expected impacts.



# COMPUTE FOR THE VULNERABILITY INDEX AND FINALIZE THE CCVA SUMMARY TABLE

- Systems with **LOW VULNERABILITY** can be described as systems where the impacts are considered high but adaptive capacities are also high.





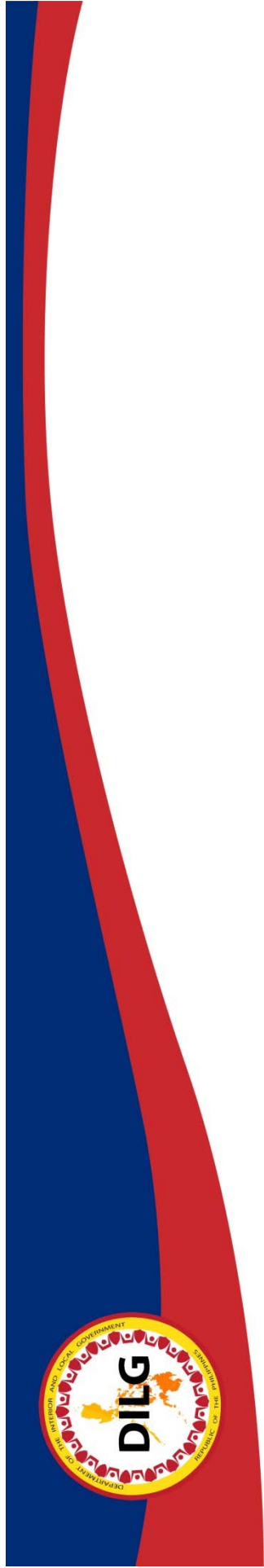
# VULNERABILITY INDEX

Impact Score	Adaptive Capacity Score <sup>1</sup>			Vulnerability
	High (1)	Moderate (2)	Low (3)	
High (3)	3	6	9	High
Moderate (2)	2	4	6	Moderate
Low (1)	1	2	3	Low

<sup>1</sup>Note The adaptive capacity will have an inverse relationship on vulnerability

# CCVA SUMMARY TABLE

System	Climate Stimulus	Exposure	Sensitivity	Impacts	Degree of Impact	Analysis of Adaptive Capacity	Adaptive Capacity	Vulnerability
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Coastal area	<ul style="list-style-type: none"> <li>Coastal flooding</li> <li>Sea level rise</li> <li>Storm surge</li> <li>Frequent and stronger typhoons</li> <li>Drought</li> <li>Changing Rainfall Pattern</li> </ul>	<ul style="list-style-type: none"> <li>Approximately 715 persons or (178 families)</li> <li>6 hectares of Residential Areas representing 3% of the total residential areas with an approximate replacement value of 32M;</li> <li>8.8 hectares of Informal settler areas representing 84% of all identified informal settler areas, with an approximate replacement value of 105M;</li> <li>1.4 hectares of Commercial areas representing 12% of all commercial areas with an estimated replacement value of 121M;</li> <li>7 hectares of Tourism Areas representing 55% of all tourism areas with an approximate value of 607M;</li> <li>1,200 sq meters of Light Industrial areas representing 1% of all light industries, with an approximate replacement value of 10M;</li> <li>Segment of National Road (600 meters) with an approximate replacement value of 1.3M.</li> <li>Segment of the main water distribution line (600 meters)</li> <li>Mini-hospital</li> <li>2 Barangay halls</li> <li>1 Day Care Center</li> <li>1 Secondary School</li> </ul>	<ul style="list-style-type: none"> <li>Approximately one-third of the population are dependents</li> <li>Population growth rate in the affected areas is above the Municipal average</li> <li>Around a 60% of are informal settlers</li> <li>Approximately 7% of households are dependent on ground water as the source of drinking water</li> <li>A significant portion of the population do not have access to EMS</li> <li>A significant portion of the population are dependent on establishments and production areas located in the impact zone</li> <li>Affected establishments/areas contributes roughly 30% to the local economy</li> <li>Local knowledge on the potential impacts of CC (Sea Level Rise/Storm Surge/Coastal flooding) is low</li> <li>Only 20% of the structures have property insurance</li> <li>A significant portion of affected structures units did not employ design standards to mitigate CC coastal impacts</li> <li>Existing mitigation measures sea walls, flood control measures) are not enough to fully address CC associated hazards/impacts</li> </ul>	<ul style="list-style-type: none"> <li>Increase in the number of severely affected families and possible fatalities and injuries.</li> <li>Potential submergence of low-lying settlement areas (i.e. residential, commercial, tourism).</li> <li>Loss of coastal wetlands and other coastal habitats such as mangroves</li> <li>Reduction in production output/yield that would significantly impact the local economy</li> <li>Increased erosion or damage to coastal infrastructure, beaches, and other natural features</li> <li>Increased costs for maintenance and expansion of coastal erosion/flooding control (natural or manmade)</li> <li>Saltwater intrusion into coastal aquifers</li> <li>Loss of cultural and historical sites on coastline to sea level rise</li> <li>Reduction in service capacity or significant disruption to the delivery of basic social services (health, education, and governance)</li> <li>Major disruption in access and distribution systems (road and water distribution networks)</li> </ul>	High	<ul style="list-style-type: none"> <li>Costly to retrofit and construct new coastal infrastructures.</li> <li>Disruption is expected in livelihood activities as new crop varieties have to be tested in flooded agricultural lands, and dwindling of fish stock from affected mangroves.</li> <li>Tapping multi purpose dams is dependent on the priority accorded to domestic usage. Desalination is costly.</li> <li>No available relocation sites for affected population. Rezoning settlements as no build zones will require intense consultations</li> <li>LGU does not have enough resources to address impacts. External assistance is needed.</li> </ul>	Low	High



**THANK YOU**



# STEP 5: Disaster Risk Assessment



# DISASTER RISK ASSESSMENT

- Process of studying risks caused by natural hazards and their effects on elements at risk (i.e. people, assets)
- Relies more on historical figures
- Quantitative and probabilistic
- Hazard characterization
  - Frequency - Predictability
  - Spatial extent - Speed of Onset
  - Magnitude/intensity

1 • Assign the likelihood of occurrence

2 • Determine exposed elements

3 • Consequence analysis

4 • Risk estimation

5 • Analyze adaptive capacities

6 • Identify the decision areas and prepare a summary  
Disaster Risk Assessment Matrix

7 • Identify policy Interventions to reduce risks to acceptable  
levels



## • ASSIGN THE LIKELIHOOD OF OCCURRENCE

- Estimate of the period of time a hazard event is likely to repeat itself, expressed in years (Return period)
- In the absence of records, estimation through likely occurrence of the natural event (e.g. delphi method, suggested scoring)





# INDICATIVE LIKELIHOOD OF OCCURRENCE SCORES

Measure of Likelihood	Return Period (in Yrs)	Likelihood Score
Frequent	Every 1 – 3 yrs	6
Moderate	Every >3-10 years	5
Occasional	Every >10-30 years	4
Improbable	Every >30-100 years	3
Rare event	Every >100-200 years	2
Very rare event	Every > 200 yrs	1

Source: Reference Manual on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation in the Comprehensive Land Use Plans Report, NEDA-HLURB-UNDP, 2012



## • CONSEQUENCE ANALYSIS

3

- Before scoring, organize the **exposure and vulnerability matrix**:
  - brief description of the hazard (i.e. magnitude, susceptibility, levels)
  - extent or number of exposed elements (i.e. number of individuals or households)
  - attributes/characteristics of the exposed elements which contribute to their vulnerabilities (i.e. number of households below the poverty threshold, number of persons with disabilities, proportion of informal settlers, access to post-disaster economic protection) relative to the expected magnitude of the hazard.



# SEVERITY OF CONSEQUENCE SCORE MATRIX

Category	Severity of Consequence Score	Population	Urban Use Areas	Natural Resource-Based Production Areas	Critical Point Facilities	Lifeline Utilities
Very High	4	≥20% of the population are affected and in need of immediate assistance	≥40% of non-residential structures are severely damaged or ≥20% of residential structures are severely damaged	≥ 40% of exposed production areas/ means of livelihood such as fishponds, crops, poultry & livestock & other agri/ forest products are severely damaged	Damages may lead to the disruption of services which may last one week or more	Disruption of service by lasting one week or more (for MLGUs) and one day for HUCs
High	3	10 - <20%	>20 to <40% Or >10-20%	20 to <40%	...three days to less than a week	...approx five days for MLGUs and less than 18 hour disruption for HUCs



# SEVERITY OF CONSEQUENCE SCORE MATRIX

Category	Severity of Consequence Score	Population	Urban Use Areas	Natural Resource-Based Production Areas	Critical Point Facilities	Lifeline Utilities
Moderate	2	>5%-10%	>10 to 20% or >5 to10%	10 to <20%	...one day to less than three days	...approx three days for MLGUs and less than six hour disruption for HUCs
Low	1	≤5%	≤10% or ≤5%	<10% and below	...less than one day	... approximately one day for MLGUs and less than six hour disruption for HUCs



# Risk Score Matrix

Indicative Likelihood of Occurrence	Likelihood of Occurrence Score	Severity of Consequence Score			
		Very High	High	Moderate	Low
Frequent (1-3 Years)	6	24	18	12	6
Moderate (4-10 Years)	5	20	15	10	5
Occasional Slight Chance (11-30 Years)	4	16	12	8	4
Improbable (31-100 Years)	3	12	9	6	3
Rare (101-200 Years)	2	8	6	4	2
Very rare (>200 years)	1	4	3	2	1

Source: Reference Manual on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation in the Comprehensive Land Use Plans Report, NEDA-UNDP-HLURB, 2012



4

## • RISK ESTIMATION

4.1 Derive the Population Risk Score (same for Natural Resource Areas Risk Score, Urban Use Areas Risk Score, Critical Facilities Risk Score, and Lifeline Utilities Risk Score)

– From the severity of consequence table, add two columns that will contain the risk scores and risk categories. This is derived by:

- **Risk = Likelihood of Occurrence X Severity of Consequence**
- Refer to Risk Index



## • ANALYZE ADAPTIVE CAPACITIES

5

- Analyze the adaptive capacities/characteristics of the exposed elements to:
  - implement the necessary interventions, anticipate, reduce risks and/or cope, and anticipate potential risks.
  - Determine the type of risk management and adaptation options in the form of spatial policy interventions





## 5 • ANALYZE ADAPTIVE CAPACITIES

- Highlight important adaptive capacity assessment for the various exposure units gathered in the exposure database and include them in the preparation of summary risk assessment matrix.
- Gain deeper understanding of the adaptive capacities through public consultation.



Disaster Thresholds/Exposure Unit					
Acceptability Rating	Population	Natural Resource Production Areas	Urban Use Areas	Critical Point Facilities	Lifeline Utilities
Highly Unacceptable <sup>1</sup>	≥20% of the population are affected and in need of immediate assistance	≥ 40% of exposed production areas/means of livelihood such as fishponds, crops, poultry and livestock and other agricultural/forest products are severely damaged	≥40% of non-residential structures are severely damaged ≥20% of residential structures are severely damaged	Damages lead to the disruption of services lasting one week or more	Disruption of service lasting one week or more for municipalities and one day for highly urbanized areas
Highly Intolerable	> 10 - <20% of affected population in need of immediate assistance	20- <40% of exposed production areas/ means of livelihood such as fishponds, crops, poultry and livestock and other agricultural/forest products are severely damaged	>20 to <40% of non-residential structures are severely damaged > 10-20% residential structures are severely damaged	Disruption of services lasting three days to less than a week	Disruption of service lasting approximately five days for municipalities and less than 18 hours for highly urbanized areas
Tolerable	>5%-10% of affected population in need of immediate assistance	5-<20% of exposed production areas/ means of livelihood such as fishponds, crops, poultry and livestock and other agricultural/forest products are severely damaged	> 10 to 20% non-residential structures are severely damaged >5 to 10% of residential structures are severely damaged	Disruption of service lasting for one day to less than three days	Disruption of service lasting approximately three days for municipalities and less than six hours for highly urbanized areas
Acceptable	≤ 5% of the affected population in need of immediate assistance.	≤5% of exposed production areas/ means of livelihood such as fishponds, crops, poultry and livestock and other agricultural/forest products are severely damaged	≤10% of non-residential structures are severely damaged ≤5% of residential structures are severely damaged	Disruption of service lasting less than one day	Disruption of service lasting approximately one day for municipalities and less than six hours for highly urbanized areas

<sup>1</sup>Disaster threshold percentages based on the criteria of declaring a state of calamity, NIDCC Memo no. 4, series of 1998.

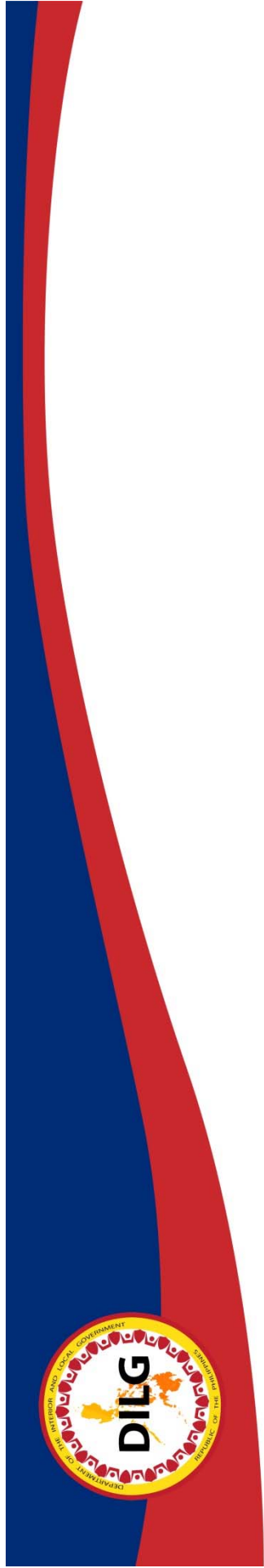


## • IDENTIFY POLICY INTERVENTIONS TO REDUCE RISKS TO ACCEPTABLE RISKS

- Using the summary risk assessment matrix for the various exposure units, the derived level of risks for each exposure unit/area is a good indication of the level of priority where interventions should be implemented to reduce risks to tolerable or acceptable levels.
- The type of risk management options/interventions ideally seeks to achieve the reduction of risks that are below the thresholds for declaring a state of calamity for each exposure type, where the highly unacceptable threshold is based on the NDDRMC criteria for declaring a state of calamity (through the NDCC Memorandum Order No 4. series of 1998, items 4a-b, items a. to b.).

• IDENTIFY POLICY INTERVENTIONS TO REDUCE RISKS TO ACCEPTABLE RISKS

- LGUs should be guided by the acceptability ratings and threshold levels to guide land use policy and strategy decisions and ensure that the level of risks is within acceptable or tolerable levels. The policy interventions come in the form of risk management options:
  - risk reduction through elimination/prevention
  - risk mitigation
  - risk transfer



**THANK YOU**



# STEP 6: Summarize Findings



# TASK 6.1 IDENTIFY MAJOR DECISION AREAS

- Major decision areas are specific sites within the LGU where level of risks to hazards can be exacerbated by vulnerability to climate change.
- Identification of major decision areas can be facilitated by overlaying risk and vulnerability maps or can be tabular in approach especially when certain sites are consistently regarded as decision areas during the disaster risk assessment and climate change vulnerability assessment.





# TASK 6.2 FURTHER DETAILING OF POLICY INTERVENTIONS

- This step will ensure consistency of policy interventions to address a particular major decision area.
- Based on the identified major decision areas in step 6.1, review and compare the identified policy interventions in the summary risk and vulnerability assessments.



# TASK 6.2 FURTHER DETAILING OF POLICY INTERVENTIONS

- Select the appropriate policy interventions using a multi-hazard and climate change perspective to address both risks and vulnerabilities.
- Review and compare all hazard specific policy interventions and consolidate and retain the major policy interventions that will be implemented in the specific decision area.

**Table 3.6.1 Sample Issues Matrix Urban Use Areas**

A	B	C	D	E
Decision Area/s	Description	Problems/Hazards	Impacts/Implications	Policy Interventions
<p>Igpit - Informal settler areas (MDA-1)</p>	<p>Area located at the mouth of the Bungalalan River adjacent to the Macalajar Bay</p>	<p>Areas prone to riverine and coastal flooding, potential area submersion to due to sea level rise in the long term. Changes in tidal patterns may impact storm surge patterns specifically wave heights and inland inundation.</p> <p>Note: Risks to other hazards can be incorporated to describe the area for a more comprehensive and multi-hazard approach in identifying policy interventions/recommendations</p>	<ul style="list-style-type: none"> <li>• Severe potential damages to residential structures due to floods.</li> <li>• Potential submersion of settlements due to sea level rise in the long term.</li> <li>• Potential isolation of communities, injuries and casualties during floods and, storm surges;</li> </ul>	<ul style="list-style-type: none"> <li>• Relocation of informal settler families, employ managed retreat or incremental relocation;</li> <li>• Establishment of early warning systems and formulation of flood contingency plans to minimize potential injuries and casualties during the implementation of relocation;</li> <li>• Identification of additional 9.29 hectares of residential to accommodate potentially affected families and provision of comprehensive housing program for affected families especially the informal settlers;</li> <li>• Designating areas for wetland and mangrove restoration and serve as part of the eco-tourism network;</li> <li>• New transportation systems will not be pursued in the area to discourage future settlement growth;</li> </ul>
			<ul style="list-style-type: none"> <li>• Establishment of sea walls and mitigation measures to retain current land uses will be costly, costs can not be shouldered by affected families and the LGU;</li> <li>• Future uncontrolled growth of settlements may increase exposure and risks;</li> </ul>	

Table 1. Projected Changes in Climate Variables, Municipality of \_\_\_\_\_, Province of La Union

Climate Variable	Observed Baseline (1971-2000)	Specific Change Expected and Reference Period	General Changes in Climate Variables	Information about Patterns of Change	Population	Natural resources	Critical Facilities	Urban Use Areas	Infrastructure and Utilities
A	B	C	D	E	F	G	H	I	J
Temperature	29.9°C during the DJF 31.8°C during the MAM 29.7°C during the JJA 29.6°C during the SON	30.9°C by 2020 and 31.4 °C by 2050 during the DJF 32.5 °C by 2020 and 32.5°C by 2050 during the MAM 30 °C by 2020 and 29.8 °C by 2050 during the JJA 30.1 °C by 2020 and 29.9 °C by 2050 during the SON	Increasing	Increasing pattern for the month of DJFMAM slight decrease for the month of JJASON					
Rainfall	62.2 during the DJF 110 during the MAM 558.9 during the JJA 252.7 during the SON	67.92 by 2020 and 117.80 by 2050 during the DJF 156.53 by 2020 and 200.2 by 2050 during the MAM 745.57 by 2020 and 769.60 by 2050 during the JJA 363.88 by 2020 and 413.16 by 2050 during the SON	Increasing	Increasing pattern for the month of DJFMAMJJASON					
Number of Hot days	39 days	39 days with <2.5 mm of rain in 2020 132 days with <2.5 mm of rain in 2050	Increasing	Increasing no. of hot days					
Number of Dry days	39 days	39 days with <2.5 mm of rain in 2020 151 days with <2.5 mm of rain in 2050	More dry days in 2050	Frequency of dry days is greater in 2050					

Instructions:

1. Summarize and organize computed values in columns B and C.
2. Specify expected changes in climate variables in column D. (e.g. increase in temperature and decrease of rainfall during MAM for 2020, potential increase in current sea level by 2100.)
3. Provide information on the pattern of changes in climate in column E. (e.g. hotter days and reduction of rainfall during summer in 2020 and 2050.)

\* Columns F-J will be discussed in Step 2

Note:

PAGASA used three climate scenarios (high, medium and low range scenarios). The medium-range emission scenario will be used for the CDRA. It indicates, "a future world of very rapid economic growth, with the global population peaking in mid-century and declining thereafter and there is rapid introduction of new and more efficient technologies with energy generation balanced across all sources." (PAGASA: 2011).

The seasonal variations are as follows: (a) the DJF (December, January, February or northeast monsoon locally known as "Amihan") season; (b) the MAM (March, April, May or summer) season; (c) JJA (June, July, August or southwest monsoon locally known as "Habagat") season; and (d) SON (September, October, November or transition from southwest to northeast monsoon) season.

Table 2. Hazard Inventory Matrix, Municipality of \_\_\_\_\_, Province of La Union

Hazard	Map Information			Hazard Description				
	Source	Scale	Format/date/Reference system	Susceptibility	Magnitude	Speed of Onset	Frequency and/or Duration	Areas Covered
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
Flood Susceptibility	MGB	1:10000	jpeg	high	more than 3m	rapid	once in every 3years/1 and half day	Amallapay, Anduyan, Caoigue, Francia West, Garcia, Halog East, Halog West, Linapaw, Pideg, Rizal, Lloren
Rain Induced Landslide	DOST/PAG-ASA	1:10000	jpeg	MEDIUM	200SM	FAST	ONCE IN A YEAR	Amallapay, Anduyan, Caoigue, Francia West, Halog East, Halog West, Linapaw, Pideg, Rizal, Lloren
Earthquake	Phivolcs/DOST	1:10000	jpeg	high	7.2	rapid	once in every 20 years	all 18 brgy
Others : DROUGHT	inventory list		MAO data	medium	476 ha	slow	every 2 years / MAM	476 ha. <b>Except Garcia and Gonzales</b>

**Instructions:**

1. Enumerate gathered hazard maps from mandated agencies and developed by the LGU (A)

2. Referring to your collected hazard maps, identify the the following:

\*Source (B): the agencies that provided/formulated the maps

\*Scale (C): 1:10,000, 1:50,000

\*Format/date/Reference system (D): Provide remarks on the date of formulation of the map, the location/storage, format/file type and other information

3. Characterize Hazards based on the following descriptors:

\*Susceptibility (E). What is the likelihood to be influenced/harmed by the hazard? (high, medium, low)

\*Magnitude (F). What is the estimated strength of the hazard that will impact an area?

\*Speed of Onset (G). Is the hazard slow/creeping (i.e. SLR, Drought) or rapid/fast (flashfloods,earthquakes, landslides)?

\*Likelihood of Occurrence (H), What is the estimated likelihood or the average recurrence interval (expressed in years) that a hazard event may happen? How long will the hazard occur (expressed in seconds, minutes, days, weeks etc.)?

\*Areas Covered (I), What areas/barangays within the municipality/city are likely to be inundated or affected by a particular hazard?

Table 3. Records of Previous Disasters, Municipality of \_\_\_\_\_, Province of La Union

Hazard Events and Description/Date	Affected Barangays * High Susceptibility to Flood	Number of Casualties			Number of Affected Persons		No. of Houses Damaged		Damage to Properties (Php)					Source of Information
		Dead	Injured	Missing	Persons (gender, age, ethnicity, religion)	Families	Totally	Partially	Infra	Agri	Insti	Private / Commercial	Total	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
October 19-20, 2015, Typhoon Lando/ some institutions were closed due to strong winds and gustiness	Amallapay/Francia Sur/Francia West/Garcia/Gonzales/ Halog West & East/ Poblacion/ Rizal/ Sta. Teresa	0	0	0	3192	151	41	650						MDRRM Office / October 19-20, 2015
October 16, 2016, Typhoon Karen/ washed out 3 houses from barangay Lloren and Garcia	Amallapay/Francia Sur/Francia West/Garcia/Gonzales/ Halog West & East/ Poblacion/ Rizal/ Sta. Teresa/ Lloren	0	0	0	240	3	52		3,700,000.00					MDRRM Office / October 16, 2016
Oct 19, 2016, Typhoon Lawin/Almost all brigy roads were not passable	All Brigys	0	0	0	686	180	180	123	3,700,000	1,454,340.00	0	0	5,154,340.00	MDRRM Office / October 19, 2016
September 15-16, 2018, Typhoon "Ompong" almost all barangay devastated with heavy rain	All Brigys	0	0	0	1100	306	0	0	24,000,000.00	7,785,200.00			31,785,200.00	MDRRM Office / September 20, 2018
August 24, 2019, Typhoon "Habagat & Typhoon Ineng" almost 6 brigys affected with habagat and typhoon	Pideg/ Amallapay/ Caoigue/ Linapew/ Leones East/ Halog East & West/ Rizal	0	0	0	0	0	0	0	4,100,000.00				4,100,000.00	MDRRM Office / August 24, 2019

Instructions:

Summarize the gathered information on the number of casualties, number of affected people, no. of damaged houses, cost of damaged properties, and affected barangays per hazard events occurred in a municipality/city for the past five years.

Note:

The LGUs may include other significant information that are not included in the table above.



Table 4. Hazard Susceptibility Inventory Matrix, Municipality/City of \_\_\_\_\_, Province of \_\_\_\_\_.

Barangay	Flood	Rain-Induced Landslide	Drought	Ground shaking /earthquake	Ground Rupture
A	B	C	E	I	J
1 Amallapay	rarely high (/)	low/ moderate	✓	✓	
2 Anduyan	rarely high (/)	high	✓	✓	
3 Caoigue	rarely high(/)	low/ moderate	✓	✓	
4 Francia Sur			✓	✓	
5 Francia West	seasonally high(1)	high	✓	✓	
6 Garcia	seasonally very high (/)		✓	✓	
7 Gonzales			✓	✓	
8 Halog East	rarely high(/)	high	✓	✓	
9 Halog West	seasonally high (/)	high	✓	✓	
10 Leones East			✓	✓	
11 Leones West			✓	✓	
12 Linapew	seasonally low; seasonally moderate (/)	high	✓	✓	
13 Lloren	seasonally moderate high (/)	low/ moderate	✓	✓	
14 Magsaysay			✓	✓	
15 Pideg	rarely high (/)	low	✓	✓	
16 Poblacion				✓	
17 Rizal	seasonally high (/)	high	✓	✓	
18 Sta. Teresa			✓	✓	

Table 4. Hazard Susceptibility Inventory Matrix, Municipality/City of \_\_\_\_\_, Province of \_\_\_\_\_.

Barangay	Flood	Rain-Induced Landslide	Drought	Ground shaking /earthquake
<b>A</b>	<b>B</b>	<b>C</b>	<b>E</b>	<b>I</b>
Amallapay	✓	✓	✓	✓
Anduyan	✓	✓	✓	✓
Caorigine	✓	✓	✓	✓
Francia Sur			✓	✓
Francia West	✓	✓	✓	✓
Garcia	✓		✓	✓
Gonzales			✓	✓
Halog East	✓	✓	✓	✓
Halog West	✓	✓	✓	✓
Leones East			✓	✓
Leones West			✓	✓
Linapew	✓	✓	✓	✓
Lloren	✓	✓	✓	✓
Magsaysay			✓	✓
Pideg	✓	✓	✓	✓
Poblacion				✓
Rizal	✓	✓	✓	✓
Sta. Teresa			✓	✓

**Table 1. Projected Changes in Climate Variables, Municipality of \_\_\_\_\_, Province of LA UNION.**

Climate Variable	Observed Baseline (1971-2000)	Specific Change Expected and Reference Period	General Changes in Climate Variables	Information about Patterns of Change	Population	Natural resources	Critical Facilities	Urban Use Areas	Infrastruc ture and Utilities
A	B	C	D	E	F	G	H	I	J
Temperature	23.1 °C during the DJF 25.7 °C during the MAM 25.4°C during the JJA 24.8°C during the SON	24.0°C by 2020 and 25.1 °C by 2050 during the DJF 26.8 °C by 2020 and 27.8 °C by 2050 during the MAM 26.2 °C by 2020 and 27.0 °C by 2050 during the JJA 25.8 °C by 2020 and 26.6 °C by 2050 during the SON	Increasing temperature for all seasons expected in 2020 and 2050	Warmer days in the summer (MAM), and in the JJA season)	Yes	Yes	Yes	Yes	Yes
Rainfall	17.5°C during the DJF 288.8°C during the MAM 1,575.4°C during the JJA 672.9 during the SON	16.7mm by 2020 and 17.4mm by 2050 during the DJF 283mm by 2020 and 209mm by 2050 during the MAM 2,147.27mm by 2020 and 2,490.70mm by 2050 during the JJA 827.67mm by 2020 and 896.97mm by 2050 during the SON	Increase rainfall during DJF for 2020 and 2050  Increase rainfall during MAM for 2020 and 2050  Increase rainfall during JJA for 2020 and 2050  Increase rainfall during SON for 2020 and 2050	- Reduction in rainfall during summer and amihan seasons in 2020 and 2050.  - Increase during habagat season, and transition season.  - Drier summer months  - Wetter habagat months	Yes	Yes	Yes	Yes	Yes
No. of hot days	110 days	130 days exceeding 35°C in 2020 627 days exceeding 35°C in 2050	increasing no. of days exceeding 35° in 2020-2050	Significant increase in the number of hot days expected in 2020 and 2050	Yes	Yes	Yes	Yes	Yes
No. of dry days	8,728 days	8,105 days with <2.5 mm of rain in 2020 7,939 days with <2.5 mm of rain in 2050	decreasing no. days from 8,105 days to 7939 from 2020-2050	There will be less dry days compared to baseline expected in 2020 and 2050	Yes	Yes	Yes	Yes	Yes

Extreme daily rainfall events	2 extreme rainfall events exceeding 300 mm	17 days with >150 mm of rain in 2020 6 days with >150 mm of rain in 2050	extreme rainfall events exceeding 300mm in 2020 and 2050	More extreme daily rainfall expected (>300mm in 2020 and 2050 compared to baseline)	Yes	Yes	Yes	Yes	Yes
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**Instructions:**

1. Summarize and organize computed values in columns B and C.
2. Specify expected changes in climate variables in column D. (e.g. increase in temperature and decrease of rainfall)
3. Provide information on the pattern of changes in climate in column E. (e.g. hotter days and reduction of rainfall during  
\* Columns F-J will be discussed in Step 2

**Note:**

PAGASA used three climate scenarios (high, medium and low range scenarios). The medium-range emission scenario The seasonal variations are as follows: (a) the DJF (December, January, February or northeast monsoon locally known

Table 5. Climate change Impacts, Municipality of \_\_\_\_\_, Province of La Union

Climate Variable	General Changes Expected in Climate Variables	Information about Patterns of Change	Population	Natural Resource-Based Production Areas	Critical Point Facilities	Urban Use Areas	Infrastructure and Utilities	Potential Impact Area/s
A	B	C	D	E	F	G	H	I
Temperature	Increasing	slight decrease for the month of JJASON	onset respiratory tract infection system, skin rashes, skin allergy and other related health problems	Crop damage, production loss, damage to ecosystem, decrease in fish catch, poor marketing linkages, increase insect infestation	Increased energy consumption for cooling the provision of key areas (hospitalization), disruption to services, poor basic delivery of basic services,	Increased energy and water consumption of residential and business establishments/ increase of elec bills due to warm temperature	Reduced availability of water, potential changes in water quality	all brigys
Rainfall	increasing	amount of rainfall increases during habagat season and transition season	prevalence of water borne diseases/onset of epidemic diseases/occurrence of skin allergies/improper hygiene sanitation experience by the people	Crop damage, production loss, damage to ecosystem, decrease in fish catch, loss of livelihood, poor marketing linkages, siltation of soil, food loss,soil fertility loss	Disruption to services, poor delivery of basic services, damage to properties, increase cost in operations & maintenance cost of LGU for water supply	slight submersion of houses/ closure of establishments damage to property, inconvenience to living, increased poverty	property damage,increase in operation cost & maintenance cost of NIA / delayed transportation of commodities in the public market	all brigys

Number of Dry days	More dry days in 2050	Warmer days in 2050	prevalence of respiratory tract infection ie: asthma/ prone to heat stroke, higher risk to heart attack/dehydration/ easily irritated	Crop damage, production loss, damage to ecosystem, decrease in fish catch, loss of livelihood, poor marketing linkages, increase insect infestation.	Disruption to services, poor delivery of basic services, damage to properties, increase in operations & maintenance cost of NIA for water supply	Increased energy and water consumption/ increase elec bill of residential and business establishment	Reduced availability of water, potential changes in water quality, salt water intrusion, decrease of potable water	all brgys
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**Instructions:**

Using the sectoral/multi-sectoral impact chain, identify the potential impact of climate stimuli or hazards to the systems of interest, Columns D to I.

**Note:**

Columns B (General Changes Expected in Climate Variables) and C (Information about Patterns of Change) can be derived from Table 1 . Climate Change Projections

Table 5.1 Geologic Hazard Impacts, Municipality/City of \_\_\_\_\_, Province of La Union

Geologic Hazard	Population	Natural Resource-Based Production Areas	Critical Point Facilities	Urban Use Areas	Infrastructure and Utilities	Potential Impact Area/s
A	B	C	D	E	F	G
Earthquake	Damaged houses, psychological Effects	Loss/decrease and buried agri areas, loss/ decrease of crop and livestock production/Watershed (destruction)/loss of shelter	Damaged cracked Daycare Center, Elementary School, Highschool school, brgy hall, churches, municipal hall, brgy health stations	Destruction/ damage on the ff: Residential houses,, Commercial establishment, Eco-Tourism Areas	Destruction/ damage on the ff: Residential houses, Agricultural land, crops, livestock, Commercial establishment, Forest areas, Eco-Tourism Areas, roads and bridges	all 18 barangays

**Instructions:**

Using the sectoral/multi-sectoral impact chain, identify the potential impact of geologic hazards to the systems of interest, Columns D to I.





LLOREN	854	34.16	3,965	116	0	68	0.08	82	35	0.030	97	0.024	0.40%		
MAGSAYSAY	376	15.04	1,836	122	0	55	0.15	33	9	0.023	31	0.017	0.76%		
PIDEG	323	12.92	1,807	140	0	1	0.00	41	14	0.030	37	0.020	0.44%		
POBLACION	181	12.67	813	64	0	25	0.14	14	8	0.027	26	0.032	0.98%		
RIZAL	350	14.0	1,685	120	0	32	0.09	39	10	0.029	62	0.037	0.65%		
STA. TERESA	384	15.36	1,869	122	0	30	0.08	30	17	0.025	50	0.027	0.80%		
<b>TOTAL</b>	<b>6960</b>	<b>295.57</b>	<b>33,578</b>	<b>113.60</b>	<b>0</b>	<b>528</b>		<b>655</b>	<b>225</b>		<b>915</b>		<b>8.26%</b>		
													0.438%		

**Instructions:**

1. List down the all the barangays in Column A.
2. For Exposure, Column B. Using the gathered data and maps, indicate information and values for each population exposure indicators.  
\*Population Density per Hectare of Residential Area = *Barangay Population* ÷ *Residential Area*
3. For Sensitivity, Column C. Using the gathered data and maps, indicate information and values for each population sensitivity indicators.
4. In column D, indicate the adaptive capacity of the barangays

Table 6.3 Existing Natural Resources Attribute Table, Municipality/City of \_\_\_\_\_

BARANGAY	EXPOSURE INDICATORS					SENSITIVITY INDICATORS					ADAPTIVE CAPACITY				
	A		B			C					D				
	Number of farming dependent households	Total area allocation (hectares)	Dominant crop/variety produced	Average output per hectare (Php)	Number farming families who attended climate field schools	Percentage of farming families using sustainable production techniques	Percentage of farmers with access to hazard information	Percentage of production area with infrastructure coverage	Percentage of areas with irrigation coverage	Percentage of areas with water impoundment	Access to Insurance	Agricultural Extension Services of the Local Government	Early Warning Systems	Alternative Livelihood	Government Resources
AMALLAPAY	129	52	RICE	3.9	2,839,200.00	28	25%	25%	21.7	1.55%	1.55%	15%	80% of farming families have access to EMS related to agricultural production	4Ps Livelihood Program / Farmers -Financial Assistance from DA with Provision of Farm Machineries and Certified Seeds (Rice,Veg and Corn)	- Limited government resources to all sectors of society - IRA dependent
ANDUYAN	111	56	RICE	4.9	3,841,600.00	25	25%	22.5	18.92%	18.92%					
CAOIGUE	139	54	RICE	4.2	3,175,200.00	25	25%	18.0	10.79%	10.79%					
FRANCIA SUR	64	81	RICE	5.1	5,783,400.00	25	25%	39.1	67.19%	67.19%					
FRANCIA WEST	78	58	RICE	5.15	4,181,800.00	25	25%	32.1	26.92%	29.92%					
GARCIA	66	60	RICE	5.15	4,326,000.00		25%	0.0	65.15%	65.15%					
GONZALES	81	70	RICE	5.2	5,096,000.00	25	25%	30.9	44.44%	44.44%					
HALOG EAST	178	62	RICE	4	3,472,000.00	25	25%	14.0	3.37%	3.37%					
HALOG WEST	162	71	RICE	4.1	4,075,400.00	50	25%	30.9	12.35%	12.35%					
LEONES EAST	75	35	RICE	4.5	2,205,000.00	25	25%	33.3	6.67%	6.67%					
LEONES WEST	104	52	RICE	4.4	3,203,200.00	25	25%	24.0	0.00%	0.00%					
LINAPEW	126	61	RICE	4.05	3,458,700.00		25%	0.0	6.35%	6.35%					
LLOREN	181	88	RICE	4.7	5,790,400.00	25	25%	13.8	23.20%	23.20%					
MAGSAYSAY	98	66	RICE	4.6	4,250,400.00	25	25%	25.5	11.22%	11.22%					
PIDEG	164	69	RICE	4.3	4,153,800.00	25	25%	15.2	6.10%	6.10%					
POBLACION	9	4	RICE	4.9	274,400.00		25%	0.0	44.44%	44.44%					
RIZAL	158	104	RICE	4.75	6,916,000.00	25	25%	15.8	6.33%	6.33%					
STA. TERESA	121	87	RICE	4.3	5,237,400.00	29	25%	24.0	30.58%	30.58%					
<b>TOTAL</b>	<b>2044</b>	<b>1130</b>		<b>4.3</b>	<b>72,279,900.00</b>										

**Instructions:**

- List down the all the barangays in Column A.
- For Exposure, Column B. Using the gathered data and maps, indicate information and values for each exposure indicators.
- For Sensitivity, Column C. Using the gathered data and maps, indicate information and values for each sensitivity indicators.
- In column D, indicate the adaptive capacity of the barangays.





Table 6.5. Lifeline Facilities Database, Municipality/City of \_\_\_\_\_

BARANGAY	EXPOSURE INDICATORS		SENSITIVITY INDICATORS				ADAPTIVE CAPACITY	
	B		C				D	
	Road Name	Road Classification	Replacement Cost per linear kilometer	Surface type	Existing Condition	Hazard Resistant Design	Insurance Coverage	Available Government Resources
A								
							No Insurance coverage for the damages	Limited resources to fund road improvements or establishments of new roads
AMALLAPAY								
ANDUYAN								
CAOIGUE								
FRANCIA SUR								
FRANCIA WEST								
GARCIA								
GONZALES								
HALOG EAST								
HALOG WEST								
LEONES EAST								
LEONES WEST								
LINAPEW								
LLOREN								
MAGSAYSAY								
PIDEG								
POBLACION								
RIZAL								
STA. TERESA								
<b>Instructions:</b>								
1. List down the all the barangays in Column A.								
2. For Exposure, Column B. Using the gathered data and maps, indicate information and values for each exposure indicators.								
3. For Sensitivity, Column C. Using the gathered data and maps, indicate information and values for each sensitivity indicators.								
4. In column D, indicate the adaptive capacity of the barangays								













**Table 8.3. Critical Facilities CCVA, Municipality/City of \_\_\_\_\_.**  
**Climate Stimuli:**

BARANGAY	EXPOSURE INDICATORS						SENSITIVITY			ADAPTIVE CAPACITY			DEGREE OF IMPACT SCORE	ADAPTIVE CAPACITY SCORE	VULNERABILITY		
	B			C			D			E	F	Vulnerability Index			Vulnerability Score		
	Type	Name	Storeys	Exposed Area	Capacity (Bed/ Classroom capacity, Loading capacity)	Wall Materials Used	Existing Condition	Structure employing hazard resistant design	Insurance Coverage				Local Government Resources for Risk Mitigation				
A																	

**Instructions:**

- In columns B-C, using the gathered data and maps, indicate information and compute values for each critical facility exposure and sensitivity
- In column D, provide existing adaptive or preventive measures of the municipality/city.
- In column E, based on the estimated exposure, the degree of sensitivities of the exposed units, and identified potential impacts, qualitatively determine the degree of impact score using the suggested rating scale.
  - High (3) - Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be disastrous given the extent of exposure and current sensitivity of the system.
  - Moderate (2) - Moderate direct impacts in terms of number of fatalities, injuries and value of property damage are expected given the extent of exposure and current

D. In column F, evaluate the various adaptive capacities of the system being studied by referring to the adaptive capacity indicators in the exposure database. These indicators of adaptive capacities can describe whether the system is able to accommodate or cope with the impacts with very minimal disruption or short to long term detrimental effects/impacts.

High (1) - The system is able to accommodate changes in climate. There are adaptation measures in place to address impacts.

Moderate (2) - Addressing the impacts will require significant cost but it is still within the capacity of the system to adapt to potential impacts.

Low (3) - The system is not able to accommodate changes in the climate. Addressing the impacts will be costly. The LGU and property owners will require external assistance to address the impacts.

E. In column G, compute for the vulnerability index by multiplying the Impact and Adaptive Capacity Scores. Accordingly, based on the computed vulnerability index, categorize the index scores into categories:

High (3): > 6 - 9

Moderate (2): > 3 - 6

**Table 8.4. Lifeline Facilities CCVA, Municipality/City of \_\_\_\_\_.**  
**Climate Stimuli:**

BARANGAY	EXPOSURE INDICATORS					SENSITIVITY			ADAPTIVE CAPACITY		DEGREE OF IMPACT SCORE	ADAPTIVE CAPACITY SCORE	VULNERABILITY		
	A	Road Name	Road Classification	Replacement Cost per linear kilometer (Php)	Exposed length (linear kilometers)	Value of exposed lifeline (1)	Surface type	Existing Condition	Hazard Resistant Design	Insurance Coverage			Available Government Resources	E	F

**Instructions:**

1. In columns B-C, using the gathered data and maps, indicate information and compute values for each lifeline facility exposure and sensitivity  
 (1) Value of exposed lifeline = Replacement Cost per linear kilometer Exposed length (linear kilometers)

2. In column D, provide existing adaptive or preventive measures of the municipality/city.

3. In column E, based on the estimated exposure, the degree of sensitivities of the exposed units, and identified potential impacts, qualitatively determine the degree of impact score using the suggested rating scale.

High (3) - Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be disastrous given the extent of exposure and current sensitivity of the system.

4. In column F, evaluate the various adaptive capacities of the system being studied by referring to the adaptive capacity indicators in the exposure database. These indicators of adaptive capacities can describe whether the system is able to accommodate or cope with the impacts with very minimal disruption or short to long term detrimental effects/impacts.

High (1) - The system is able to accommodate changes in climate. There are adaptation measures in place to address impacts.

Moderate (2) - Addressing the impacts will require significant cost but it is still within the capacity of the system to adapt to potential impacts.

Low (3) - The system is not able to accommodate changes in the climate. Addressing the impacts will be costly. The LGU and property owners will require external assistance to

5. In column G, compute for the vulnerability index by multiplying the Impact and Adaptive Capacity Scores. Accordingly, based on the computed vulnerability index, categorize the index scores into categories:

High (3): > 6 - 9

Moderate (2): > 3 - 6

Low (1): < 3



Table 8.5. Urban Use CCVA, Municipality/City of \_\_\_\_\_  
Climate Stimuli:

BARANGAY	EXPOSURE INDICATORS						SENSITIVITY				ADAPTIVE CAPACITY				DEGREE OF IMPACT SCORE	ADAPTIVE CAPACITY SCORE	VULNERABILITY		
	A		B		C		D		E		F		G	Vulnerability Index			Vulnerability Score		
	Existing land use (Specific Use)	Area per land use per category in hectares	Exposed area in hectares	Percentage of Exposure (1)	Replacement Cost per Sq. Meter (Php)	Exposed Value (Php) (2)	Percentage of buildings with walls made with light to savageable materials	Percentage of building in dilapidated/ condemned condition	Percentage of structures not employing hazard-resistant building design	No access/area coverage to infrastructure-related hazard mitigation measures	Capacity And Willingness to Relocate or Conform with New Regulations	Insurance Coverage	Available Alternative Sites	Government Resources	Local Government Capacity to Impose/ Implement Zoning Regulations	E	F	Vulnerability Index	Vulnerability Score

Instructions :

- In columns B-C, using the gathered data and maps, indicate information and compute values for each urban use facility exposure and sensitivity  
 (1) Percentage of Exposure = Exposed area in hectares/Area per land use per category in hectares  
 (2) Exposed Value= Exposed area in hectares X 10,000 X Replacement Cost per Sq. Meter (Php)
- In column D, provide existing adaptive or preventive measures of the municipality/city.
- In column E, based on the estimated exposure, the degree of sensitivities of the exposed units, and identified potential impacts, qualitatively determine the degree of impact score using the suggested rating scale.  
 High (3) - Estimated direct impacts in terms of number of fatalities, injuries and value of property damage will be disastrous given the extent of exposure and current sensitivity of the system.  
 Moderate (2) - Moderate direct impacts in terms of number of fatalities, injuries and value of property damage are expected given the extent of exposure and current sensitivities of the system.  
 Low (1) - Estimated direct and indirect impacts are low to negligible which can be felt within a short term period.
- In column F, evaluate the various adaptive capacities of the system being studied by referring to the adaptive capacity indicators in the exposure database. These indicators of adaptive capacities can describe whether the system is able to accommodate or cope with the impacts with very minimal disruption or short to long term detrimental effects/impacts.  
 High (1) - The system is able to accommodate changes in climate. There are adaptation measures in place to address impacts.  
 Moderate (2) - Addressing the impacts will require significant cost but it is still within the capacity of the system to adapt to potential impacts.  
 Low (3) - The system is not able to accommodate changes in the climate. Addressing the impacts will be costly. The LGU and property owners will require external assistance to address the impacts.
- In column G, compute for the vulnerability index by multiplying the Impact and Adaptive Capacity Scores. Accordingly, based on the computed vulnerability index, categorize the index scores into categories:  
 High (3): > 6 - 9  
 Moderate (2): > 3 - 6  
 Low (1): < 3

**Table 4.6 Climate Change Vulnerability Assessment Summary Matrix**

System of Interest: \_\_\_\_\_  
 Climate Stimuli: \_\_\_\_\_

Decision Area/s	Technical Findings	Implications	Policy Interventions
A	B	C	D
Sector: Economic _			
Sector: _____			
Sector: _____			

**Instructions:**

A. Based on the vulnerability maps generated for the various exposure units, highlight and identify decision areas or elements. Decision areas can be the barangay or specific sites in the barangay such as coastal area, mountain sides, and riverbanks.

- identify decision areas in need of intervention based on the vulnerability maps
- This can be identified as high to moderate vulnerable areas or may pertain to a specific area in the barangay

B. List down the significant findings/observed conditions and causes by describing the area or element in terms of the level of vulnerability, highlighting the various contributing factors such as exposure, sensitivity, and adaptive capacity.

- identify the climate stimuli and how these may manifest in the identified decision area
- expound on the exposure information (i.e. number of affected population, exposure percentage, exposed area, and cost)
- highlight relevant sensitivities of the exposed element to the identified climate stimulus
- highlight relevant adaptive capacity indicators of the exposed element to the identified climate stimuli

C. List down the planning/development implications when the identified vulnerabilities in the various decision areas are not addressed.

- highlight potential impact as mentioned in the sectoral impact chains
- highlight future scenario if vulnerabilities are not addressed
- identify future needs with emphasis on the spatial framework plan of the municipality

D. Identify various policy interventions that should seek to reduce the level of vulnerability by addressing the exposure, sensitivity, with consideration to the current adaptive capacities

- identify the various climate change adaptation and mitigation measures to reduce vulnerabilities to acceptable and tolerable levels.

Table 10.1 Population Exposure Table, Municipality/City of \_\_\_\_\_ Hazard

BARANGAY	HAZARD		EXPOSURE					VULNERABILITY					SEVERITY OF CONSEQUENCES	RISK	ADAPTIVE CAPACITY									
	B		C					D							E	F	G							
A	Hazard (i.e. Flood)	Likelihood of Occurrence	Barangay Population	Estimated residential area (hectares)	Population Density per Hectare of Residential Area (1)	Affected area (hectares)	Exposed Population (2)	Exposure Percentage (3)	Percentage of informal Settlers	Percentage of population living in dwelling units with walls made of light to salvageable materials	Percentage of young and old dependent persons	Percentage of people with disabilities	Percentage of Households Living below the poverty threshold	Percentage of malnourished individuals	Score	Score	Category	Access to Post Disaster Financing	Philhealth Coverage	Household capacity to relocate or to retrofit	Government Capacity to Generate Job	Government Resources		
	flood																							

**Instructions:**

- Identify in Column A the barangays affected by the hazard based on the overlay of the hazard map and the base exposure map.
  - (1) Population Density per Hectare of Residential Area = Barangay Population/Estimated residential area (hectares)
  - (2) Exposed Population = Population Density per Hectare of Residential Area X Affected area (hectares)
  - (3) Exposure Percentage = Exposed Population / Barangay Population
- Using the gathered data and maps, indicate information and values for each Population exposure and vulnerability indicators, Columns C and D respectively.
- In column E, assigning the severity of consequence score shall be based on expected magnitude of the hazard (hazard characterization), the extent of exposure (determined through hazard exposure mapping), and the vulnerabilities of the exposed elements (compiled in the exposure database), the combination of which will be the basis for determining the severity of consequence rating.
  - Very High (4): > 20% of the population are affected and in need of immediate assistance.
  - High (3): >10 - <20% of affected population in need of immediate assistance
  - Moderate (2): >5%-10% of affected population in need of immediate assistance
  - Low (1): < 5% of the affected population in need of immediate assistance
- In column F, compute and categorize the risk by multiplying Likelihood of Occurrence Score (Column B) and Severity of Consequences Score (Column E). Based on the derived risk scores and corresponding risk categories, reclassify the risk scores into risk categories.
  - Low: 1-4
  - Moderate: 6-10
  - High: 12-24
- In column G, provide existing adaptive or preventive measures of the municipality/city.

Measure of Likelihood	Return Period in Years	Likelihood Score
Frequently or very likely	Every 1- 3 yrs	6
Moderate or likely	Every 3- 10 yrs	5
Occasional slight chance	Every >10-30 years	4
Unlikely, improbable	Every >30-100 years	3
Highly unlikely, rare event	Every >100-200 years	2
Very rare event	Every >200 years	1



**Table 10.3 Critical Facilities Exposure Table, Municipality/City of \_\_\_\_\_.**  
**Hazard:**

BARANGAY	HAZARD			EXPOSURE				VULNERABILITY			SEVERITY OF CONSEQUENCE		RISK		ADAPTIVE CAPACITY	
	B			C				D			E		F		G	
A	Hazard (i.e. Flood)	Likelihood of Occurrence	(flood depth)	Facility Type	Storey	Exposed Area	Capacity (Bed/ Classroom capacity, Loading capacity)	Wall Materials Used	Existing Condition	Structure employing hazard resistant design	Score	Score	Category	Insurance Coverage	Local Government Resources for Risk Mitigation	

**Instructions**

- Identify in Column A the barangays affected by the hazard based on the overlay of the hazard map and the base exposure map.
- In column B, assign the likelihood of occurrence of the hazard:  
 Frequent (1-3 years): 6  
 Moderate (4-10 years): 5  
 Occasional Slight Chance (11-30 years): 4  
 Improbable (31 - 100 years): 3  
 Rare (101-200 years): 2  
 Very Rare (200-1000 years): 1
- Using the gathered data and maps, indicate information and values for each Critical Facilities exposure and Vulnerability indicators, Columns C and D respectively.
- In column E, assigning the severity of consequence score shall be based on expected magnitude of the hazard (hazard characterization), the extent of exposure (determined through hazard exposure mapping), and the vulnerabilities of the exposed elements (compiled in the exposure database), the combination of which will be the basis for determining the severity of consequence rating.  
 Very High (4): Damages may lead to the disruption of services which may last one week or more  
 High (3): Damages lead may to the disruption of services which may last three days to less than a week  
 Moderate (2): Damages may lead to the disruption of service lasting for one day to less than three days  
 Low (1): Damages may lead to the disruption of service lasting less than one day
- In column F, compute the risk by multiplying Likelihood of Occurrence Score (Column B) and Severity of Consequences Score (Column E). Based on the derived risk scores and corresponding risk categories, reclassify the risk scores into risk categories.  
 Low: 1-4  
 Moderate: 6-10
- In column G, provide existing adaptive or preventive measures of the municipality/city.

**Table 10.4 Lifeline Facilities Exposure Table, Municipality/City of \_\_\_\_\_.**  
**Hazard:**

BARANGAY	HAZARD		EXPOSURE						VULNERABILITY			SEVERITY OF CONSEQUENCE		RISK		ADAPTIVE CAPACITY		
	Hazard (i.e. Flood)	Likelihood of Occurrence	(flood depth)	Road Name	Road Classification	Replacement Cost per linear kilometer	Exposed length (linear kilometers)	Value of exposed lifeline (1)	D			Score	Category	Insurance Coverage	Available Government Resources			
									Surface type	Existing Condition	Hazard Resistant Design							
A	B		C						D			E		F		G		

**Instructions**

- Identify in Column A the barangays affected by the hazard based on the overlay of the hazard map and the base exposure map.
- In column B, assign the likelihood of occurrence of the hazard:
  - Frequent (1-3 years): 6
  - Moderate (4-10 years): 5
  - Occasional Slight Chance (11-30 years): 4
  - Improbable (31 - 100 years): 3
  - Rare (101-200 years): 2
  - Very Rare (>200 years): 1
- Using the gathered data and maps, indicate information and values for each Lifeline Facilities exposure and vulnerability indicators, Columns C and D respectively.
- In column E, assigning the severity of consequence score shall be based on expected magnitude of the hazard (hazard characterization), the extent of exposure (determined through hazard exposure mapping), and the vulnerabilities of the exposed elements (compiled in the exposure database), the combination of which will be the basis for determining the severity of consequence rating.
  - Very High (4): Disruption of service by lasting one week or more (for Municipalities) and one day for Highly Urbanized Areas
  - High (3): Disruption of service by approximately five days for municipalities and less than 18 hour disruption for highly urbanized area
  - Moderate (2): Disruption of service by approximately three days for municipalities and less than six hour disruption for highly urbanized areas
  - Low (1): Disruption of service by approximately one day for municipalities and less than six hour disruption for highly urbanized areas
- In column F, compute the risk by multiplying Likelihood of Occurrence Score (Column B) and Severity of Consequences Score (Column E). Based on the derived risk scores and corresponding risk categories, reclassify the risk scores into risk categories.
  - Low: 1-4
  - Moderate: 6-10
  - High: 12-24
- In column G, provide existing adaptive or preventive measures of the municipality/city.

Table 10.5 Urban Use Exposure Table, Municipality/City of \_\_\_\_\_  
Hazard:

BARANGAY	HAZARD		EXPOSURE					VULNERABILITY				SEVERITY OF CONSEQUENCE	RISK		ADAPTIVE CAPACITY						
	B		C					D					E	F		G					
	Hazard (i.e. Flood)	Likelihood of Occurrence (flood depth)	Existing land use (Specific Use)	Area per land use per category in hectares	Exposed area in hectares	Percentage of Exposure (1)	Replacement Cost per Sq. Meter (PHP)	Exposed Value (Php) (2)	Percentage of buildings with dilapidated/condemned condition	Percentage of structures not employing hazard-resistant building design	No access/area coverage to infrastructure-related hazard mitigation measures			Score	Score	Category	Capacity And Willingness to Relocate or Conform with New Regulations	Insurance Coverage	Available Alternative Sites	Government Resources	Local Government Capacity to Impose/Implement Zoning Regulations
A																					

**Instructions**

- Identify in Column A the barangays affected by the hazard based on the overlay of the hazard map and the base exposure map.
  - Percentage of Exposure = Exposed area in hectares/Area per land use per category in hectares
  - Exposed Value= Exposed area in hectares X 10,000 X Replacement Cost per Sq. Meter (PHP)
- In column B, assign the likelihood of occurrence of the hazard:
  - Frequent (1-3 years): 6
  - Moderate (4-10 years): 5
  - Occasional Slight Chance (11-30 years): 4
  - Improbable (31 - 100 years): 3
  - Rare (101-200 years): 2
  - Very Rare (>200 years): 1
- Using the gathered data and maps, indicate information and values for each Urban Use Facilities exposure and vulnerability indicators, Columns C and D respectively.
- In column E, assigning the severity of consequence score shall be based on expected magnitude of the hazard (hazard characterization), the extent of exposure (determined through hazard exposure mapping), and the vulnerabilities of the exposed elements (compiled in the exposure database), the combination of which will be the basis for determining the severity of consequence rating.
  - Very High (4): ≥40% of non-residential structures are severely damaged or ≥20% of residential structures are severely damaged
  - High (3): >20 to <40% of non-residential structures are severely damaged or >10-20% of residential structures are severely damaged
  - Moderate (2): >10 to 20% of non-residential structures are severely damaged or >5 to 10% of residential structures are severely damaged
  - Low (1): <10% of non-residential structures are severely damaged or ≤5% of residential structures are severely damaged
- In column F, compute the risk by multiplying Likelihood of Occurrence Score (Column B) and Severity of Consequences Score (Column E). Based on the derived risk scores and corresponding risk categories, reclassify the risk scores into risk categories.
  - Low: 1-4
  - Moderate: 6-10
  - High: 12-24
- In column G, provide existing adaptive or preventive measures of the municipality/city.

**Table 11. Disaster Risk Assessment Summary Matrix**

**System of Interest: population**

**Hazard:**

Decision Area/s	Technical Findings	Implications	Policy Interventions
A	B	C	D

**Instructions:**

- A. Based on the risks maps generated for the various exposure units, highlight and identify decision areas or elements. Decision areas can be the barangay or specific sites in the barangay such as coastal area, mountain sides, and riverbanks.
  - identify decision areas in need of intervention based on the generated risk maps
  - This can be identified as high to moderate risk areas or may pertain to a specific area in the barangay
- B. List down the significant findings/observed conditions and causes by describing the area or element in terms of the level of risk, highlighting the various contributing factors such as exposure, sensitivity, and adaptive capacity.
  - identify the hazard and how these may manifest in the identified decision area
  - expound on the exposure information (i.e. number of affected population, exposure percentage, exposed area, and cost)
  - highlight relevant sensitivities of the exposed element to the identified hazard
  - highlight relevant adaptive capacity indicators of the exposed element to the identified hazard
- C. List down the planning/development implications when the identified risks in the various decision areas are not addressed.
  - highlight potential impact as mentioned in the sectoral impact chains
  - highlight future scenario if risks are not addressed
  - identify future needs with emphasis on the spatial framework plan of the municipality
- D. Identify various policy interventions that should seek to reduce the level of risks by addressing the exposure, sensitivity, with consideration to the current adaptive capacities
  - identify the various disaster risk adaptation and mitigation measures to reduce into an acceptable and tolerable levels.



Table 12. Climate Change Vulnerability and Disaster Risk Assessment Summary Matrix

Decision Area/s	Description	Problems/Hazards	Impacts/Implications	Policy Interventions
A	B	C	D	E
Sector: Economic-Agriculture (Brgy A, B, C, d)	Majority of the agricultural land of the farming families are located in low lying areas which made them more vulnerable to flooding	45% of the farmers do not have access to hazard information and do not practice /sustainable techniques .A Total of 11 hectares are exposed to flooding	Submerged and damage crops, low yield production, low farmers income, lack of food supply, high farm inputs	Avail crop insurance , Strengthen farmers association or cooperatives that provides financial assistance.
		out of 100% farmers in the area only 32% availed the insurance coverage . Only 10% of the total farmers have alternative livelihood to augment their income	utilization of traditional techniques in agriculture will not help in mitigating the problems or issues being faced	Introduction and adaptation of new technologies in agriculture such as water and drought resistant crops
		Since the agricultural lands of these farmers are located in low lying areas it is considered as high risk and more vulnerable to flooding due to the location of their agricultural area		Conduct Capacity building programs for the farmers such as climate field school, techno demo farm, Introduce new cropping calendars or schedule , Provide alternative livelihood for the farmers such as candle making, handcraft making, bamboo making, goat raising
Sector:_____				
Sector:_____				
Sector:_____				

**Instructions:**

- A. Based on the risks and vulnerability maps generated for the various exposure units, highlight and identify decision areas or elements. Decision areas can be the barangay or specific sites in the barangay such as coastal area, mountain sides, and riverbanks.
  - identify decision areas in need of intervention based on the generated risks and vulnerability maps
  - This can be identified as high to moderate risk areas or may pertain to a specific area in the barangay
- B. Describe the identified decision areas
  - Identified decision areas can be described based on their land uses or their strategic location

- C. List down the significant problems/hazards and causes by describing the area or element in terms of the level of vulnerable and risk, highlighting the various contributing factors such as exposure, sensitivity, and adaptive
- identify the hazards identified from step 4 and 5 and how these may manifest in the identified decision area
  - expound on the exposure information (i.e. number of affected population, exposure percentage, exposed area, and cost)
  - highlight relevant sensitivities of the exposed element to the identified climate stimulus and hazard
  - highlight relevant adaptive capacity indicators of the exposed element to the identified climate stimuli and hazard
- D. List down the planning/development implications when the identified risks and vulnerabilities in the various decision areas are not addressed.
- highlight potential impact as mentioned in the sectoral impact chains
  - highlight future scenario if risks and vulnerabilities are not addressed
  - identify future needs with emphasis on the spatial framework plan of the municipality
- E. Identify various policy interventions that should seek to reduce the level of risks and vulnerabilities by addressing the exposure, sensitivity, with consideration to the current adaptive capacities
- identify the various disaster risk and climate change adaptation and mitigation measures to reduce into an acceptable and tolerable levels.

## **SESSION 2**

### **Setting/Revisiting the Vision**

#### **Objectives**

By the end of this session, participants shall have:

1. Finalized/ updated the LGU vision to respond to recent mandates and prevailing situations in the LGU;
2. Included DRRM-CCA lens in the LGU's vision statement and/or success indicators; and
3. Used the CDRA Results in the Vision-Reality Gap (VRG) Analysis

#### **Duration**

- 1 day

#### **Process**

##### **Part 1: Formulating/ Updating the Vision Statement**

Before starting the session, give an overview of the Comprehensive Development Plan (CDP) emphasizing the five (5) development sectors, which are Social, Economic, Environmental, Infrastructure, and Institutional. Explain that there are sub-sectors for each of the aforementioned, and these will be thoroughly discussed in Session 4: Formulating the Sectoral Development Plan. Nevertheless, provide a brief description of each development sector for the participants to understand the context:

1. Social Development Sector – includes sub-sectors relative to improving the state of well-being of the local population and upgrading the quality of social services such as health, education, welfare, and housing;
2. Economic Development Sector – refers to local investment initiatives, support to agriculture and other food production activities and the promotion of tourism programs;
3. Environmental Development Sector – relates to maintaining cleanliness of air, water and land resources, and rehabilitating or preserving the quality of natural resources;
4. Infrastructure Development Sector – pertains to building programs, and land acquisition for public facilities in support to the other sectors and in conformity with spatial strategies;
5. Institutional Development Sector – focuses on the capability of the local government unit in managing and improving service delivery; this includes manpower development, fiscal management, CSO participation and program administration.

Afterwards, present the five (5) major steps in the CDP Cycle:

1. Organize and Mobilize the Planning Team;
2. Revisit Existing Plans and Review Vision;
3. Prepare Ecological Profile and Structured List of PPAs;
4. Prepare Local Development Investment Programs; and
5. Prepare needed implementation Instruments

Inform the participants that the Planning Team is re-organized every after the local election or as the need arises (resignation or retirement of any member). The session for CDP Formulation, therefore, starts with the second step.

Ask the participants to check their existing vision whether it is still responsive to current mandates of the national government, and prevailing situation in the LGU.

Further, draw insights from the participants on their understanding of vision. Discuss the meaning, importance, characteristics and components of a good LGU Vision, who are responsible for setting the vision and when and how a vision is developed.

The following guide questions can help in the discussion:

- Where do we want to go? How do you see your LGU in the future?
- What is a vision?
- Why is it important for an LGU to have a vision?
- What is a good vision for an LGU?
- Who is responsible for setting the vision?
- When is a vision developed?
- How is a vision developed?

For Workshop 1, elicit from the participants their ideas on what they want the LGU to be in 15 to 30 years.

To capture the outward-looking component of the vision, ask the participants about the role of the city/ municipality in contributing to the development of the province and region.

Write all ideas in a whiteboard or encode them in a document to be flashed onscreen.



*TIP: A technical working group may prepare the groundwork for consensus by culling out from international commitments, existing higher-level plans, laws, administrative issuances and related documents such as, but not limited to, Sustainable Development Goals (SDG), SENDAI Framework, Philippine Development Plan (PDP), National Security Plan (NSP), Regional Development Plan (RDP), and Provincial Development and Physical Framework Plan (PDPFP).*

For Workshop 2, group the participants into five representing the development sectors. Distribute the metacards and ask them to work on the inward-looking component of the vision:

1. Qualities of the people as society (Social) - What do you want your people to be? What are your aspirations as a people?
2. Nature of the local economy (Economic) -What do you desire to be the state of your local economy?
3. State of the natural environment (Environmental) - What do you dream to be the condition of your city's/ municipality's natural environment?
4. Condition of the built environment (Infrastructure) - What do you dream to be the condition of your city's/ municipality's and built environment?
5. Capacity and qualities of the local leadership (Institutional) - What do you desire from your local leaders and institutions?

Remind the participants to take into consideration the desired peace and order situation, capacity to respond to risks including the current health emergency, and other thematic and sectoral concerns.

Ask the participants to write their answers on the metacards, with each metacard containing one idea. Write the Vision elements on the board and let the participants match the descriptors with the vision elements by posting their answers adjacent to its corresponding "element" which is readily written on the board.

For Workshop 3, ask the participants to prepare different versions of the vision statement. Remind them consider the CDRA results when analyzing where they are and where they want their LGU to be in the future. Tell the group that a vision statement is not necessarily long. They may reduce the number of descriptors further to one or two words that encompass the meaning of all the descriptors generated by a particular sector. However, it must still capture the 5 elements of a vision.

During the presentation of the different versions of the vision statement, guide the participants in the evaluation and selection, for them to reach a consensus on what will be the final vision statement that best captures what they want for their city/municipality. Present the final vision statement to the plenary.

Reiterate that the LGU vision should be consistent across all local plans. If there is already a vision in the enhanced CLUP, adopt the vision for the CDP as well. In case the LGU is satisfied with the existing vision, they may update the success indicators of the Vision descriptors.



*TIP: To ensure that DRRM-CCA is integrated in the Vision, ask the following:*

- Will it help improve the LGU's adaptive capacity?*
- Will it help improve the LGU's risk resilience?*

*Note: Please refer to Annex 2 for the presentation materials.*

**SESSION 1:  
SETTING/REVISITING THE VISION**

# **SETTING / REVISITING THE VISION**

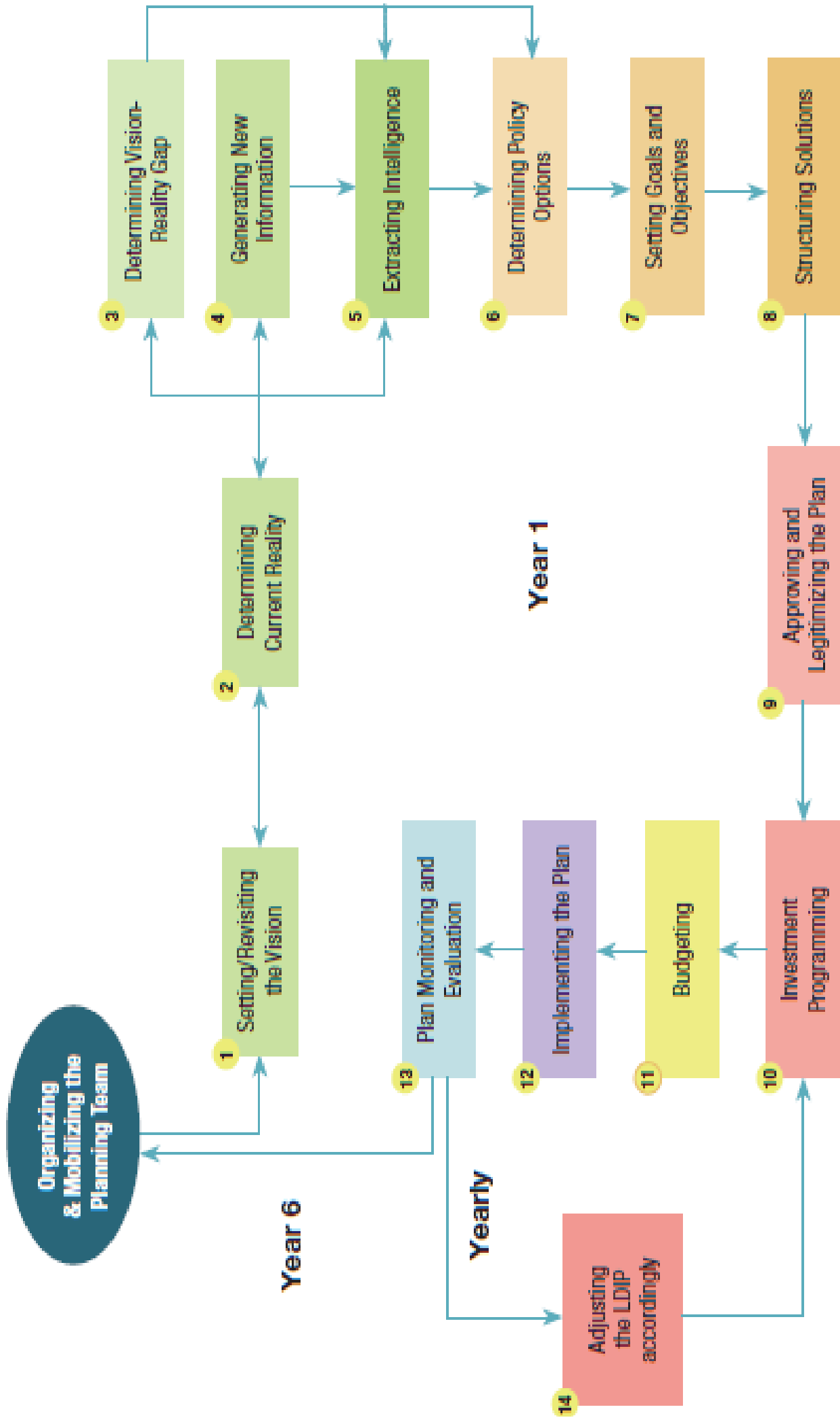




# Session Objective:

**To set/revisit the LGU vision for its responsiveness to recent mandates and prevailing situations and to include DRR-CCA lens in the LGU's vision statement and/or success indicators**

# THE ENHANCED CDP CYCLE





# RISK-INFORMED CDP FORMULATION FRAMEWORK



## SESSION 1:

- **Setting/ Revisiting the Vision**
- Vision Statement
- Success Indicators

## SESSION 2: Updating the Ecological Profile

- Planning Tools:
  - CBMS
  - GIS
  - RAPIDS
  - CDRA
- Integrating the results in the EP
- VRG Analysis
- PSFM
- Sectoral Goals

## SESSION 3: Preparing the Sectoral Analysis

- CDP Sectors
- Linkage of Sectoral Issues
- Transforming Goals into Actions
- Sectoral Development Plan

## SESSION 4: Preparing the Implementation Instruments

- Sifting PPAs and Legislation
- Project Briefs
- Prioritization of Projects
- Resource Mobilization Plan
- LDIP and AIP
- CAPDEV Agenda
- Priority Legislative Requirements
- Annual Accomplishment Report
- M&E Plan

## SESSION 5: Packaging The CDP

- Parts of the CDP



# What is a Vision?



# What is a Vision?

- A desired state or scenario of the LGU and its people
- Stakeholders' shared image of the LGU's future
- Describes what the LGU wants to become or where it wants to go
- Serves as an inspiration and a guide to action
- Keeps the LGU in its course despite changing demands of constituents and shifting political and economic forces



## **VISION answers these questions:**

- Where do we want to go?
- How do you see your LGU in the future?



# Why is it important for an LGU to have a vision?

**It is important for an LGU to set its vision because its serves as:**

- an end toward which all future actions specified in the plan are directed;
- criteria for evaluating alternative strategies, approaches and policies; and
- standard against which success of each action is measured.



## What is a good vision for an LGU?

**A good LGU vision should not deviate from, but rather, be a local variation of the very aspiration of the national government that LGUs, as political and territorial subdivisions, attain *their fullest development as self-reliant communities and become effective partners in the attainment of national goals* (Sec. 2, a. RA 7160)**



# Components of a Good Vision

- ❑ **“outward-looking”** component - Desired role of the LGU or the best contribution it can make to the development of the nation
- ❑ **“inward-looking”** component - defines the desired conditions of the following:
  - Local population (social sector)
  - Local economy (economic sector)
  - Natural environment (environment sector)
  - Built form (infrastructure sector)
  - Local leadership/ governance (institutional sector)



# Characteristics of a Good Vision

**ACHIEVABLE.** Though a vision is ambitious, it certainly must be achievable or well grounded on reality.

**INSPIRING.** It should encourage commitment and inspire enthusiasm. It should be powerful and compelling so that the people concerned can relate to it and work hard to achieve it. It should be a driving force even at trying times. It should capture the imagination, engage the spirit and inspire performance.

**EASILY UNDERSTOOD.** It should be well articulated using simple language.





# Characteristics of a Good Vision

***DISTINCTIVE.*** It should build on distinct character of the LGU., i.e., Marikina City as a river should highlight in its vision its river resource

***COMPLEMENTARY.*** Neighboring LGUs should have complementary not competing visions, i.e., municipalities along the same zone do not all have to serve as ports.



# Who is responsible for setting the Vision?

- Everyone in the community** has a stake in setting the vision. The visioning exercise should be a highly participatory process because it entails determining the desired state or condition of the place where the people live and make a living.
- The LDC and its sectoral and functional committees** shall be at the forefront of the visioning exercise.
- The technical and administrative aspects of the activity, however, shall be the responsibility of the **LPDO**.



# When is a Vision developed?

**The proper occasion for drafting a vision statement is in connection with the preparation of the Comprehensive Land Use Plan (CLUP).**

- The CDP and other short-term plans must NOT have another vision statement. They should simply adopt the vision in the CLUP and must contribute towards its eventual realization.
- The Synchronized Local Planning and Budgeting Calendar suggests that the LGU vision may be formulated or re-visited within the month of July during an election year.



# How is a Vision developed?

It may be done through one or a combination of the following:

- household surveys
- barangay consultations
- seminar – workshops
- Interviews



# How is a Vision developed?

A series of workshops or focus group discussions involving various stakeholders representing the following:

- ❑ **development sectors and sub-sectors** (social, economic, infrastructure, environment and institutional), and
- ❑ **societal sectors** (women, indigenous peoples, youth, business, academe, civil society organizations, religious, farmers, etc. as possible, may be conducted.

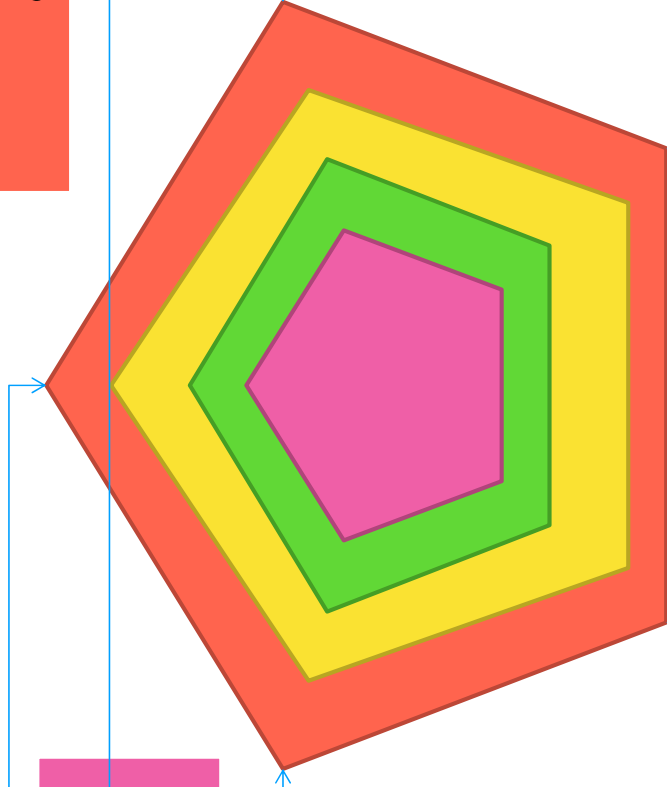


# Setting the **Vision statement**

Essential five (5) elements may be considered:

1. Qualities of the people as individuals

5. Capacity of local leadership



2. Qualities of the built environment

3. Nature of the local economy

4. State of the natural environment



# Let's set your *vision* statement



# Workshop 1: *Visioning Exercise*





# Mechanics

## *To capture the “outward – looking” component of the vision*

- Identify the region/province to which the LGU intends or intends to make unique or substantial contributions and the desired role/s of the LGU in that region/province.
- Ask the question: “What role do you like your city/municipality to perform in relation to the identified region, the province, and/or the country in general?”
- Agree on not more than three (3) desired roles of the LGU.



# Mechanics

## To capture the “inward – looking” component of the vision

1. Group the participants into five (5) smaller groups, each to be assigned to characterize one of the “elements” of a vision by suggesting not more than three (3) “descriptors” or adjectives to describe the desired:
  - **Qualities of the people as society** - What do you want your people to be? What are your aspirations as a people?
  - **Nature of the local economy** - What do you desire to be the state of your local economy?
  - **State of the natural environment** - What do you dream to be the condition of your city’s/ municipality’s natural environment?



# Mechanics

- ***Condition of the built environment*** - What do you dream to be the condition of your city's/ municipality's and built environment?
- ***Capacity and qualities of the local leadership*** - What do you desire from your local leaders and institutions?



# Mechanics

2. Match the descriptors with the vision elements as shown in the example below. Use colored metacards corresponding to the color of each vision elements

VISION ELEMENTS	DESCRIPTORS
People as a Society (Yellow)	God-loving, empowered, vigilant
Local Economy (Blue)	Competitive, diversified, environment – friendly
State of the Natural (Green) Environment	Clean, safe, restored
Condition of the Built (Orange) Environment	Balanced, planned, attractive
Capacity and Quality of the Local Leadership/ Governance (Red)	Firm, decent, progressive



# Mechanics

Formulate a vision statement from the participants' declaration of the following:

- *the role they desire for their city/municipality in relation to the “outside” world; and*
- *the descriptors they assigned to each vision element.*



# Mechanics

VISION ELEMENTS	DESCRIPTORS
OUTWARD LOOKING:	
INWARD LOOKING:	
1. People as a Society (Yellow)	
2. Local Economy (Blue)	
3. State of the Natural (Green) Environment	
4. Condition of the Built (Orange) Environment	
5. Capacity and Quality of the Local Leadership/ Governance (Red)	



## Mechanics

Create a vision team of 3 – 5 members to prepare different versions of the vision statement for presentation in the plenary.

## SAMPLE VISION STATEMENT

*"Dagupan City: The premiere center of the north for education, information technology, health, commerce and trade, aquaculture, where a God-loving, empowered and vigilant citizenry live in a balanced, attractive and safe environment and a globally competitive, diversified and environment-friendly economy under a firm, decent and progressive leadership."*

*Dagupan City : The premiere center of the north for education, information technology, health, commerce and trade, aquaculture*

*with God-loving, empowered and vigilant citizenry*

*and a globally competitive, diversified and environment-friendly economy*

*who live in a balanced, attractive and safe environment*

*under a firm, decent and progressive leadership."*

**INWARD-LOOKING**

Qualities of the people as individuals and as society

State of the local economy

State of the natural & built environment

Capacity of local government leadership



## SAMPLE VISION STATEMENT

*Palo, Leyte:* “The prime location of government and IT-BPM centers, the core of culture and the arts, and the major economic convergence point in the Province of Leyte; with God-loving and empowered citizenry, in an economically vibrant and disaster resilient community, served by people-oriented and proactive leaders exercising good governance.”

*The prime location of government and IT-BPM centers, the core of culture and the arts, and the major economic convergence point in the Province of Leyte*

*with God-loving and empowered citizenry*

*in an economically vibrant*

*and disaster resilient community*

*served by people-oriented and proactive leaders exercising good governance.*

Qualities of the people as individuals and as society

State of the local economy

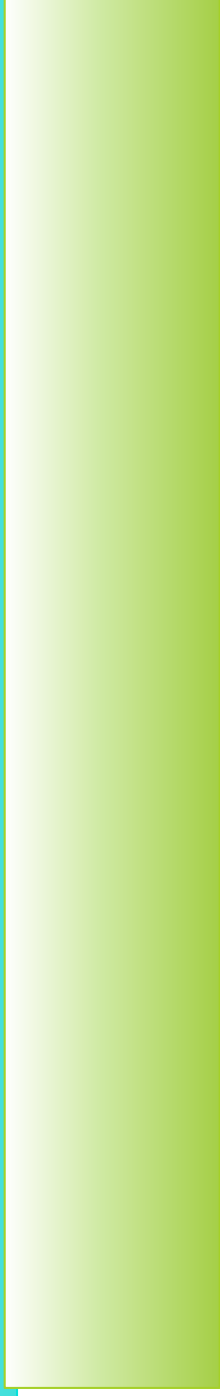
State of the natural & built environment

Capacity of local government leadership

**INWARD-LOOKING**

## SAMPLE VISION STATEMENT

*Binmaley, Pangasinan:* "We envision Binmaley to be an Integrated Aquaculture Center of the North, anchored on quality aquaculture products and services in a diversified and competitive economy, under a sustainable and resilient environment, maintained by an interconnected and safe infrastructure developed, supported by empowered, responsible and peace-loving citizens, and managed by competent, gender-sensitive and transparent leaders."



Qualities of the people as individuals and as society



State of the local economy



State of the natural & built environment



Capacity of local government leadership

**INWARD-LOOKING**



## SAMPLE VISION STATEMENT

*Binmaley, Pangasinan:* "We envision Binmaley to be an Integrated Aquaculture Center of the North, anchored on quality aquaculture products and services in a diversified and competitive economy, under a sustainable and resilient environment, maintained by an interconnected and safe infrastructure developed, supported by empowered, responsible and peace-loving citizens, and managed by competent, gender-sensitive and transparent leaders."

*To be an Integrated Aquaculture Center of the North*

*supported by empowered, responsible  
and peace-loving citizens*

*anchored on quality aquaculture products  
and services in a diversified and  
competitive economy*

*Under a sustainable and resilient  
environment, maintained by an  
interconnected and safe infrastructure  
development*

*managed by competent, gender-  
sensitive and transparent leaders*

Qualities of the people as  
individuals and as society

State of the local  
economy

State of the natural &  
built environment

Capacity of local  
government leadership

**INWARD-  
LOOKING**

**SESSION 1:  
SETTING/REVISITING THE VISION**

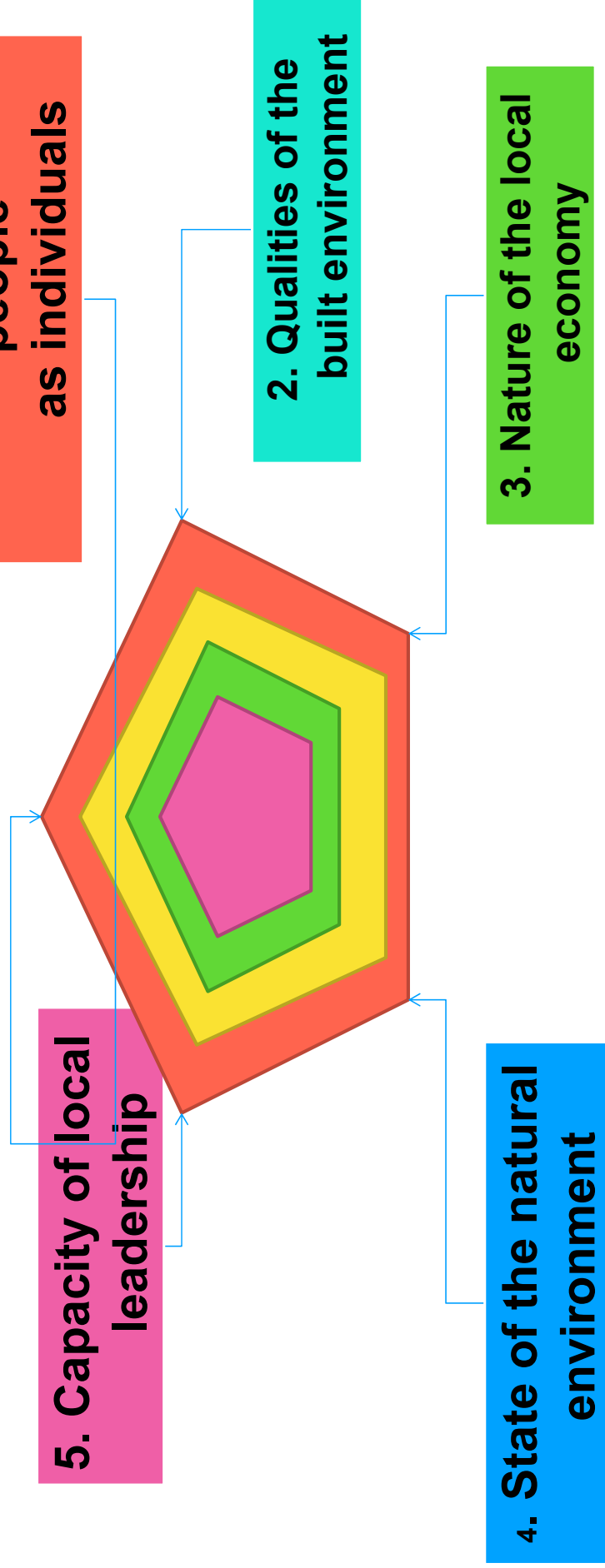


# **TRANSLATING THE VISION INTO SUCCESS INDICATORS**



# CDRA and the Vision Statement

Mainstreaming climate and disaster risks in the vision statement involves the integration of climate change adaptation and disaster risk reduction concepts/principles in describing the ideal state for:



The Vision statement being the overall guide to the planning process, is the most logical starting point where CCA/DRR integration should first take place.



# CDRA and the Vision Statement

---

Results of the CDRA can be used in supplying vision **descriptors** or **success indicators** for each element:

**Descriptors** may be thought as **words** that express the aspired or ideal state (Qualitative).

*i.e.* What is a word that can best summarize what we want to achieve?

**Success indicators** may be thought of as **measures** that can be tracked to observe change (Quantitative)

*i.e.* What needs to happen to say that we are where we exactly want to be?





# What are Indicators?

Indicators define **concepts** in terms of the **measurements and data** it is possible to collect and analyze. They define what data to collect and at what time intervals.

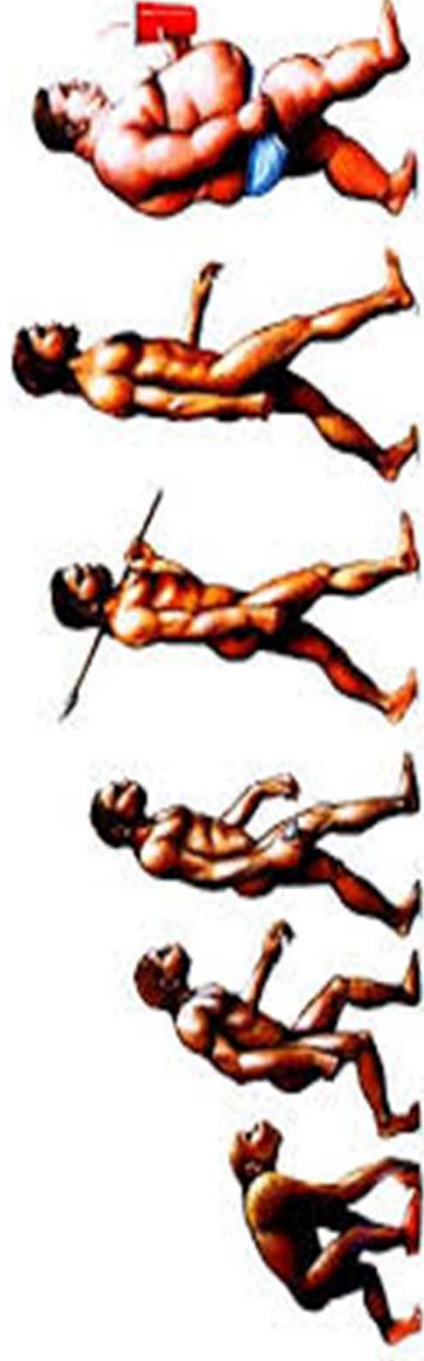
“Indicators are measuring devices.”



# What are Indicators?

Indicators are signposts of change along the path to development. They describe the way to track intended results and are critical for monitoring and evaluation. (UNDP, 2002)

“What can we see to know if change is happening?”







# Basic Minimum Indicators from the RaPIDS

Core Concern / Element Descriptor / Development Anchors	Indicator
Demography	Household Population per Barangay
Demography	Population Growth Rate, urban and rural, short-term, medium term, long term (formula used)
Demography	Population density per barangay
Demography	Percent of urban/rural population
Level of Well-Being	Proportion of 6-12 year old children who are not in elementary school, by sex, latest
Level of Well-Being	Proportion of 13-16 year olds who are not in secondary school, by sex, latest
Level of Well-Being	Percent of households without sanitary toilets, latest
Level of Well-Being	Proportion of children 0-5 years old who are below normal weight for their age
Level of Well-Being	Proportion of children under 5 years old who died of illness, 2 reference years
Level of Well-Being	Proportion of women who died due to pregnancy, 2 reference years
Level of Well-Being	Proportion of births attended by skilled health personnel to total deliveries, latest



## Basic Minimum Indicators from the RaPIDS

Core Concern / Element Descriptor / Development Anchors	Indicator
Social Justice	Proportion of population with incomes below poverty line (region)
Social Justice	Proportion of households who are informal settlers
Social Justice	Proportion of households with dwelling structures unable to protect them from the elements (focus on roofing and outer walls)/ Proportion of households with dwelling structures made of light materials
Social Justice	Proportion of households with members victimized by crime to total households
Gender Equality	Ratio of girls to boys in elementary, secondary and tertiary school, latest
Gender Equality	Share of women in non-agricultural wage employment
Economic Performance General	Percent of labor force to total number of population
Economic Performance General	Percent of labor force employed by sex, 2 reference years
Economic Performance General	Dependency ratio, 2 reference years (youth and old age)
Economic Performance General	Percent of workers employed per Industry over the total number of employed individuals
Economic Performance General	Proportion of persons 15 years old and above who are not working but actively seeking work
Economic Performance General	Proportion of children below 15 years old who are employed to the total number of employed persons



## Basic Minimum Indicators from the RaPIDS

Core Concern / Element Descriptor / Development Anchors	Indicator
Social Support	Percent of HH served by electric power
Social Support	Ratio of HH served by piped water supply to total urban HH
Social Support	No. of hospital beds per 1000 population
Social Support	Classroom-to-pupil ratio in elementary schools; in secondary schools
Economic Support	Road density (area covered by roads to total land area)
Economic Support	Total length of roads in km/total land area of A&D land
Economic Support	Kilometer of road per 100 population
Economic Support	Percent of permanent bridges to the total number of bridges?
Social Support	No. of fire trucks per capita
Administrative Support	No. of police outposts/1000 households
Administrative Support	No. of prisoners/detention cell
Administrative Support	Percent occupancy of municipal cemetery
Local Fiscal Management	Total revenue per capita, 2 reference yrs
Local Fiscal Management	Self-reliance index, 2 reference years



## Basic Minimum Indicators from the RaPIDS

Core Concern / Element Descriptor / Development Anchors	Indicator
Local Fiscal Management	Proportion of delinquencies to total RPT collected, 2 reference years
Local Fiscal Management	Proportion of delinquent RPT payers to total listed taxpayers
Local Fiscal Management	Ratio of proceeds from special levies to total revenues, 2 reference years in previous and present administrations
Local Fiscal Management	Ratio of financial grants or donations to total LGU income, 2 reference years in previous and present administrations
Local Fiscal Management	Total public expenditure on capital outlay per capita, 2 reference years
Local Fiscal Management	Total revenue collected as percent of annual collection target, 2 reference years
Local Fiscal Management	Percent RPT collected to total potentially collectible
Local Fiscal Management	Amount of tax arrears recovered over total tax arrears at the beginning of budget year
Local Fiscal Management	Proportion of receipts from municipal enterprises to total local revenues
Organization and Management	Proportion of vacancies to total plantilla positions, previous and present administrations
Organization and Management	Ratio of employees to total no. of personnel by type, 2 reference years (Managerial, Technical, Administrative Support)



## Basic Minimum Indicators from the RaPIDS

Core Concern / Element Descriptor / Development Anchors	Indicator
Organization and Management	Ratio of Co-terminous positions to total plantilla positions, previous and present administrations
Public Participation	Ratio of LDC member NGOs and POs per capita, previous and present administrations
Development Administration	Proportion of “development” legislation to total sanggunian output, last and current administrations
Development Administration	Total public debt incurred by the LGU per capita, past and present administrations
Solid Waste Management	Average Solid waste per capita in m.t. or cu.m. per day
Solid Waste Management	Non-biodegradable waste per capita (m.t. or cu,m.)
Solid Waste Management	Number of times in a week garbage is collected from house to house
Economic Performance General	Number of Businesses registered in the locality by capitalization type (Micro, Small, Medium)
Access to Health Services	Number of Poor residents enrolled in Philhealth
Social Support	Percentage of barangays with covered courts to total number of barangays



# **Formulating Success Indicators**

**Formulate as many success indicators for each descriptor.**

**The success indicators are the desired end-state scenarios about the development of each sector and sub-sector.**

**Success indicators may take the form of inputs, outputs or outcomes.**





# Formulating Success Indicators

## VISION ELEMENTS

**Qualities of  
the people as  
individuals  
and as a  
society**

## ELEMENT DESCRIPTORS

**Peaceful**

**Empowered**

**Highly skilled**

**God-loving**

## SUCCESS INDICATORS

**0% crime rate**

**Active citizen  
participation in  
planning, project  
implementation &  
monitoring**

**Labor force  
fully employed**

**0% crime rate**



# Formulating Success Indicators

## VISION ELEMENTS

## ELEMENT DESCRIPTORS

## SUCCESS INDICATORS

State of the natural & built environment

**Sustainably developed**

Presence of greenbelts  
Use of “green” technology promoted & adopted

**Ecologically balanced**

Pollution control/ prevention measures strictly enforced

Nature of the local economy

**Progressive**

Increased business permits issued

Capacity and characteristics of local government leadership

**Well-governed**

**1. Transparent**

**2. Accountable**

**3. Proactive**

Increased the number of commercial & industrial establishments  
Prompt & adequate delivery of basic services





# Guide Questions in Revisiting the LGU Vision

What is the existing Vision?	
What is the assessed risk situation?	What is the current reality of the city/municipality based on CDRA results?
How will the risk affect the LGU ?	Does the existing vision reflect a situation wherein the assessed risk based on the CDRA is already addressed? If not, improve the existing vision
How can the Vision be more responsive to risk situation (applying risk lens)?	Which descriptors aspire for resiliency?
Vision Statement – Descriptor – Success Indicators with risk lens	What will be the basis that the vision has been achieved? These indicators must be measurable.



To ensure risk lens in the vision, the following primary questions should be asked in reviewing the LGU vision:

- ✓ Will it help improve the LGU's adaptive capacity?
- ✓ Will it help improve the LGU's risk resilience?



## **Descriptors (DRR-CCA lens)**

## **Success indicators (examples only, inferred from CDRA results, or refined later by a CDRA-informed SEPP)**

### **Resilient**

- \*100% of Farmers/Farmer's Coop are covered by crop insurance
- \*90% of public infrastructure employs hazard and climate change-proof design

### **Adaptive**

- \*Farmers are utilizing climate-smart agriculture
- \*Improved livelihood and well-being of the people even after a disaster
- \*100% access to evacuation centers

### **Safe**

- \*Availability of quick response team and facilities in all barangay
- \*Early warning systems covers all hazard areas
- \*Only 1% of population are exposed to high risk (low exposure)



**Sample LGU Vision with risk lens**

**Tacloban City: “A globally competitive,  
green and resilient city propelled by  
God-loving, gender responsive leaders  
and empowered citizenry”**



## Sample Success Indicators with risk lens

### SUCCESS INDICATORS

DRRM Activities is fully implemented
100% of the barangays conducted community risk assessment
100% of BDRRMC are trained and capacitated
All MDRRMC members are trained and capacitated
100% of SDRRMCs (High School Level) are trained and capacitated
100% of SDRRMCs (Elementary Level) are trained and capacitated
Full participation & attendance of the MDRRMC members during regular meetings
Full participation and attendance of BDRMMC members during regular meetings
Full participation and attendance of SDRRMC members during regular meetings
100 % of day care centers have integrated DRR in their lesson plans
100% of pre-elem schools have integrated DRR in their lesson plans
100% of elem schools have integrated DRR into their lesson plans
100% of high schools have integrated DRR into their lesson plan
Identified school evac. Center have access to potable water
Identified school evac center have electricity
Identified school evac center have adequate toilets.
Updated municipal contingency plans
Quarterly municipal level earthquake drill conducted

Basey,  
Samar

Descriptor:  
Disaster  
Resilient



## Sample Success Indicators with risk lens

### SUCCESS INDICATORS

Yearly municipal level landslide drill conducted
Yearly municipal level tsunami drill conducted
Yearly municipal level flood drill conducted
100% of barangays have contingency plans
100% of barangays conducted yearly community drills on worst case scenario
All day care centers have contingency plans
all day care centers conducted quarterly school earthquake drills
100% of elem schools have contingency plans
100% of elem schools conducted quarterly earthquake drill
100% of high schools have contingency plans
100% of high schools conducted quarterly earthquake drills
all of the population are informed on local hazards, safety tips
all of the population are informed on early warning system
100% of the MDRRMCs are oriented on DRRM Act
100% of the BDRRMCs are oriented on DRRM Act
100% of the SDRRMCs are oriented on DRRM Act
Rescue teams fully trained
Rescue teams fully equipped
Database program of facilities, equipment and human resources
70% of 5% of Calamity Fund utilized for Disaster Prevention, Mitigation, and Preparedness

Basey,  
Samar

Descriptor:  
Disaster  
Resilient



## Sample Success Indicators with risk lens

<b>SUCCESS INDICATORS</b>
Full upgrading of the Early Warning System Devices
100% of early warning reports harmonized
100% of day care centers have integrated CCA in their lesson plans
100% of pre-elem schools have integrated CCA in their lesson plans
100% of elem schools have integrated CCA into their lesson plans
100% of high schools have integrated CCA into their lesson plan
Institutionalized MDRRMO with permanent building
Institutionalized MDRRMO with permanent staff (1 MDRRM Officer and 3 staff)
Disaster volunteers are established
Availability of fire hydrants at strategic places.
Evacuation Centers are provided by basic supplies

**Basey,  
Samar**

**Descriptor:  
Disaster  
Resilient**





# **Workshop 2: *Translating Vision into Success Indicators***





# Mechanics

1. Flash the Vision Statement of the LGU.
2. Let the participants identify the Element Descriptors. Identify descriptors that aspire for resiliency
3. Formulate Success Indicators for each element descriptor. Formulate success indicators with risk lens, where applicable. You may use risk and vulnerability indicators from CDRA.



# VISION

**“We envision the municipality to be an Integrated Aquaculture Center of the North, anchored on quality aquaculture products and services in a diversified and competitive economy, under a sustainable and resilient environment, maintained by an interconnected and safe infrastructure development, supported by empowered, responsible and peace-loving citizens, and managed by competent, gender-sensitive and transparent leaders.”**

## Risk and Vulnerability Indicators

Vulnerability/ Risk Framework	POPULATION	URBAN USE	NATURAL RESOURCE USE	CRITICAL POINT FACILITIES	LIFELINE UTILITIES
Exposure	Percent of Residential areas exposed to hazard	Percent of Urban Use Exposed to Hazard	Percent of Natural Resource use areas exposed to hazard	Percentage of Critical Point Facilities (enumerate) exposed to hazard	Percent of Lifeline Utilities exposed to hazard
	Percent of Barangay Population exposed to hazard		Percentage of farming dependent household exposed to flooding		
Sensitivity	Percent of Informal Settlers	Proportion of Buildings made of light materials	Percentage of farming households who attended climate field school	Percent of Structures with Light Materials used for Wall	Roads by surface type (Percent)
	Percentage of Population living in dwelling units made of light materials	Proportion of Buildings that are dilapidated / condemned condition	Proportion of farming families using sustainable farming techniques	Percent of Structures in Poor Condition	Percent of Roads by type of Condition
	Percentage of Young and Old Dependents	Percent of Structures employing hazard resistant building design	Proportion of farmers with access to hazard information	Structure Employing Hazard Resistant Design	Percent of Lifeline utilities employing hazard resistant design
	Percentage of Person with Disabilities		Percentage of production areas covered with irrigation		

# Risk and Vulnerability Indicators

Vulnerability/ Risk Framework	POPULATION	URBAN USE	NATURAL RESOURCE USE	CRITICAL POINT FACILITIES	LIFELINE UTILITIES
Adaptive Capacity	Percentage of households living below poverty threshold		Percent of areas with water impoundment		
	Percentage of Malnourished Individuals				
	Access to post disaster financing	Percentage of Insurance Coverage	Percentage with access to Insurance Coverage	Percentage of Buildings Insurance Coverage	Percentage of Buildings Insurance Coverage
Vulnerability	Philhealth Coverage		Percent of agricultural areas with Early Warning System Coverage		
	Percent of Population with High Vulnerability to Hazard	Percent of Urban Use with High Vulnerability to Hazard	Percent of Natural Resource use areas with High Vulnerability to Hazard	Percent of Critical point facility with High Vulnerability to Hazard	Percent of Lifeline utilities with High Vulnerability to Hazard
Risk	Percent of Population with High Risk to Hazard	Percent of Urban Use with High Risk to Hazard	Percent of Natural Resource use areas with High Risk to Hazard	Percent of Critical point facility with High Risk to Hazard	Percent of Lifeline utilities with High Risk to Hazard





# Mechanics

4. Put their answers on a manilla paper in a table form as shown in the table below

Vision	Elements	Element Descriptor	Success Indicators per element descriptor (risk-sensitive)
1	2	3	4
	OUTWARD LOOKING:		
	INWARD LOOKING:		
	1. People as a Society		
	2. Local Economy		
	3. State of the Natural Environment		
	4. Condition of the Built Environment		
	5. Capacity and Quality of the Local Leadership/ Governance		



# Mechanics

5. After completing the table, let the participants “paint” their vision reflecting the risk situation of the LGU.
6. Presentation and critiquing.



# Mechanics

**You have 1 hour to do this.**

## SESSION 3

### Updating the Ecological Profile

#### Objectives

By the end of this session, participants shall have:

1. Understood the use of the Ecological Profile (EP) in the planning perspective;
2. Incorporated in the EP the results of the various tools such as Climate and Disaster Risk Assessment (CDRA), Community Based Monitoring System (CBMS), Geographic Information System (GIS), and Rationalized Planning Indicators and Datasets (RaPIDS);
3. Identified the LGU issues/concerns and recommended strategies through the use of the Problem-Solution-Finding Matrix (PSFM); and
4. Prepared and updated the LGU's EP.

#### Duration

- 2-3 days

#### Process

##### PART 1: Revisiting Ecological Profile

Begin the session by discussing the definition and importance of an EP.

An **EP** is the more comprehensive replacement of the usual socioeconomic profile which gives equal coverage to the physical, biological, socioeconomic, cultural and built environments.



#### **TIP**

Mention that EP is like the image of your LGU.

#### **Importance of an Ecological Profile**

- A. To help the LGU determine the:
  - current level of services to its constituents,
  - resources available, and
  - environmental factors which will affect policy and to which policy is expected to bring changes
- B. To identify problem situations affecting the target or specific segments of the population



Discuss the content and template of the EP according to each chapter. Emphasize the 5 Development Sectors of the CDP which is captured/represented in the EP as follows:

**Chapter 1:** History

**Chapter 2:** Geo-Physical Environment (ENVIRONMENT)

**Chapter 3:** Population and Social Profile (SOCIAL)

**Chapter 4:** Local Economy (ECONOMIC)

**Chapter 5:** Infrastructure/Utilities/Facilities (INFRASTRUCTURE)

**Chapter 6:** Local Institutional Capability (INSTITUTIONAL)

## **PART 2: Utilizing the Results of Various Tools (GIS, CBMS, RaPIDS & CDRA)**

Review the various tools by providing a brief discussion on GIS, CBMS, CDRA, and RaPIDS.

Begin by defining each assessment tool.

**GIS** – is a system designed to support capture, management, manipulation, analysis,

modeling, and display of spatially referenced data for solving complex planning and management problems. It is an information system applied to geographic data that transforms and displays spatial data through maps. It is used to organize and manage spatial data through maps.

**CBMS** - an organized technology-based system of collecting, processing and validating data that may be used for planning, program implementation and impact monitoring at the local level while empowering communities to participate in the process

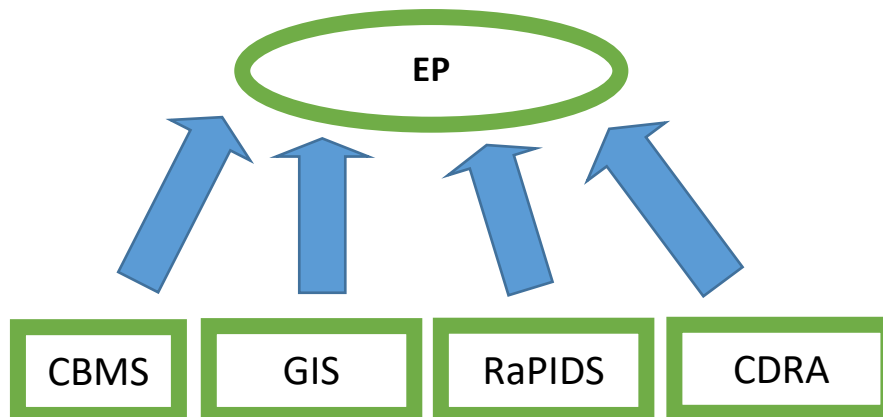
**RaPIDS** - is a tool developed under the EU PFM2 Project that aims to guide LGUs in

identifying development indicators and appropriate data set that specifically applies to the needs and characteristics of their localities

**CDRA** - this assessment tool provides LGUs the additional planning information for

DRR-CCA mainstreaming to the CDP. It seeks to establish a deeper understanding of natural hazards (frequency of occurrence and magnitude) and climate change impacts that may affect the local territory; the vulnerabilities of the various exposed elements; and the magnitude of risks involved in order to identify the pressing development challenges and issues.

Present the Framework to the participants and discuss the utility of the tools to the EP.



Discuss how the results of the tools are integrated in the EP.

- ✓ **CBMS** generated result such as Senior Citizens with ID by sex can be integrated to the population and social profile of the EP which is under the social welfare services. Show the result derived from the CBMS vis-à-vis Chapter 3 where the Number of types of clientele is highlighted. Then show another example of integration i.e. malnourished children 0-5 years old which is integrated in the population and social profile of the EP under Health.

**Note** Explain that CBMS is only applicable for LGUs that have implemented CBMS.

- ✓ Proceed with the integration of the **RaPIDS** results. Show samples of the result such as volume of agricultural crop which can be indicated or incorporated to the chapter of Local Economy under Agricultural crops.
- ✓ Discuss the results of the **CDRA** and emphasize that these came from Session 1 which is Conducting the CDRA. The generated climate projections (increase of seasonal temperature and changes in seasonal rainfall can be integrated in Chapter 2 Geo-Physical Environment under Climate and Hazards susceptibility of barangay which is also under Natural Hazards /Constraints.
- ✓ Further, cite examples of **CDRA** such as percentage of population living in dwelling units with walls made of light to salvageable materials and barangays with low adaptive capacity but with high risk in flooding. Show the integration under Chapter 3 social-profile particularly under Housing.

Ask the participants to incorporate the results using the data generated from the various tools to the EP. Give them three (3) hours to work on their output. After which, tell them to choose a representative for each group who will present their outputs. Provide recommendations to improve their outputs.



**TIP**

In providing comments/suggestions, follow the template of the EP according to development sectors (Social, economic, environment, infrastructure and Institutional) and mention the area or sector that needs refinement/enhancement.

### **PART 3: Determining the Vision Reality Gap (VRG)**

Before going to the details of VRG, link the topic to Session 2 – Setting or Revisiting the LGUs Vision Statement. State that the VRG emanates from the vision that was developed /formulated during Session 2.

Discuss the definition or meaning of VRG and how the VRG is determined.

The vision-reality gap (VRG) is the space or “distance” between the desired state of the area by sector, and the current situation of the sector/s. Once you know exactly where and what the gaps are, you can identify the necessary actions to close the gap.

A vision-reality gap is determined by conducting a VRG analysis.

This type of analysis shows:

- a. How large the difference is between the vision or ideal state of the LGU and the existing situation, or
- b. How near the current situation in the city or municipality is to the vision as defined by the constituents and the LGU.

Mention that the results of the CDRA should be incorporated in the VRG.

Present and explain the current reality rating scale. From the vision descriptors and success indicators identified in the visioning exercise, ratings can be assigned to describe the degree of attainment or non-attainment of a particular vision element.

Rating	Current Reality Rating Scale
0	Absolutely nothing has yet been done about the goal.
1 2 3 4	Something is already being done to achieve the goal but the level of attainment is still on the low side
5	The goal is half accomplished
6 7 8 9	Goal is more than half-fulfilled but still short of full attainment
10	The goal is completely attained and no further effort is needed

Present an example for the workshop. Highlight that they have to use the vision and the success indicators they have previously formulated and identified.

DESCRIPTORS	SUCCESS INDICATORS	CURRENT REALITY RATING	VISION REALITY GAP	WHAT TO DO TO CLOSE THE GAP
Peaceful	0% Crime rate	6	4	
Highly skilled	Full employment	4	6	
Empowered	Citizen participation	3	7	

Explain the process on how to obtain the vision reality gap. Simply subtract the current reality rating from 10. The difference is the vision-reality gap. If the gap is other than zero, suggest what can be done to close the gap. The output of this exercise may be presented in the suggested format above.

Let them do the VRG analysis for four (4) hours. Emphasize that in identifying the VRG, they have to do it by sector or by vision element.

Further explain that the question “What to do to close the gap?” means the LGU policy interventions in the form of programs, projects and activities, as well as legislations.

Also, mention that part of updating the EP is incorporating the output of the VRG.

After the workshop, proceed with the presentation and critiquing of outputs.



**TIP**

In providing comments/suggestions, look at the policy interventions provided. Emphasize that when they reach the PSFM, the interventions will just be culled out from the VRGA.

## Part 4: Diagnosing Development Issues using the Problem–Solution Finding Matrix (PSFM)

Provide a brief discussion on the PSFM. Explain that the PSFM will be used in determining the issues of or the observed conditions in the LGU based on the various assessment tools, EP and VRG.

The problem-solution finding matrix (PSFM) is a tool used to **diagnose development issues** or what is known as the **problem-finding phase**. It is also utilized to determine appropriate policy interventions or what is called the solution-finding phase. The problem-finding phase includes making **meaningful observations** from the available information, **determining the causes or explanations of the observed conditions** and **exploring the positive and negative implications** if no significant intervention is made.

On the other hand, the **solution-finding phase** entails **identifying the appropriate policy interventions** to **curtail the negative implications** and **strengthen the positive ones**.

Present the PSFM template and highlight that the identified observed conditions should be based on the five (5) development sectors which are further categorized into sub-sectors. Discuss that the observed condition can be culled out from the result of the VRG. Highlight that it is important to come up with a good VRG because it will serve as input to the PSFM.

Observed Condition	Cause/s	Implications		Policy Options			Objectives/ Targets	Strategies
		Negative	Positive	Programs/ Projects	Actions/ Services	Regulatory Measures		

Emphasize the underlying reasons of the observed condition in the column on Cause/s. Advise the participants to refrain from indicating reasons such as “not a priority of the LGU” and/or “budgetary constraints”.

Point out that data to be indicated in the observed condition should be in a negative statement. Require statistics if available (i.e. *Increasing mortality rate: 2018 - 8%, 2019-10%*). Likewise, underscore the results of the CDRA and the other tools used. Encourage the participants to identify as much policy options as possible because these will serve as input to the structuring solutions document (Form 2a and 2b).

Introduce the workshop on the preparation of the PSFM that will incorporate all the tools used specifying the 5 sectors and sub-sectors of the CDP. Divide the participants according to the development sectors. Give them 2 hours to complete their output. Proceed with the presentation and critiquing of outputs. Each group will be given 20 minutes to present.

During the presentation, check if the presented PSFM has integrated the DRR-CCA perspectives which can be culled out from the technical findings of the CDRA result. Further, check if the various tools were also incorporated in the PSFM.

**CBMS data :**

SOCIAL: Health and Nutrition 1: Malnourished children 0-5 year old  
Housing 2: Household living in makeshift housing

**RaPIDS data:**

SOCIAL: Health conditions: Maternal Mortality Rate  
Social Welfare: Percentage of barangays with Daycare Services to the total number of barangays

**CDRA data:** Number of families displaced and population at risk  
Presence of informal settlers along Apunit River (352 based on CDRA Result)

Note: All presentations are attached to Session 3 Annexes.



# Templata of Ecological Profile

## **CHAPTER I HISTORY**



## **CHAPTER II GEO-PHYSICAL ENVIRONMENT**

- 2.1 Geographical Location
- 2.2 Political Boundaries
- 2.3 Topography
  - 2.3.1 Elevation
  - 2.3.2 Slope
- 2.4 Geology
  - 2.4.1 Rock Formations
  - 2.4.2 Landforms
  - 2.4.3 Soils
  - 2.4.4 Land Capability Classes
- 2.5 Land Resources
  - 2.5.1 Land Classification
  - 2.5.2 Existing General Land use
  - 2.5.3 Urban Land Use Pattern





## **CHAPTER II GEO-PHYSICAL ENVIRONMENT**

**2.6 Mineral Resources**

**2.7 Coastal Resources**

**2.7.1 Coral Reef**

**2.7.2 Seagrass Communities**

**2.7.3 Mangrove Forests**

**2.7.4 Coral Lifeforms and  
Associated Species**

**2.7.5 Reef Fish Communities**

**2.8 Freshwater Resources**

**2.8.1 Surface Run-off**

**2.8.2 Groundwater Resources**



## **CHAPTER II GEO-PHYSICAL ENVIRONMENT**

### **2.9 Climate**

#### **2.9.1 Atmospheric Temperature**

#### **2.9.2 Relative Humidity**

#### **2.9.3 Cloudiness**

#### **2.9.4 Rainfall**

#### **2.10 Natural Hazards/ Constraints**

##### **2.10.1 Flooding**

##### **2.10.2 Erosion and Siltation**

##### **2.10.3 Infiltration and Soil Drainage**



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

- 3.1 Social Composition and Characteristics**
- 3.2 Population Size and Growth Rate**
- 3.3 Growth of Barangay Population**
- 3.4 Migration Patterns**
- 3.5 Population Density**
- 3.6 Household Distribution**
- 3.7 Urban – Rural Distribution**
- 3.8 Tempo of Urbanization**
- 3.9 Age – Sex Distribution**
- 3.10 Dependency Ratio**



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

### **3.11 Present Status of Well-being**

#### **3.11.1 Health**

- a. Health Personnel and Facilities, Public and Private**
- b. Ten (10) Leading Causes of Morbidity (All Ages)**
- c. Ten (10) Leading Causes of Mortality (All Ages)**
- d. Nutritional Status**
- e. Other Health Statistical Data**
  - i. Total number of births**
  - ii. Total number of deaths**
  - iii. Total number of infant deaths (Under 11 months old)**
  - iv. Total number of maternal deaths**



## CHAPTER III POPULATION AND SOCIAL PROFILE

Total number of neo-natal deaths (1 – 27 days old)

vi. Total number of deaths (50 years old)

vii. Total number of deaths with medical attendance

viii. Birth rate

ix. Death rate

x. Infant mortality rate

xi. Maternal mortality rate

f. Family Planning Services



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

### **3.11.2 Social Welfare**

- a. Social welfare programs and services available
- b. Number of types of clientele
- c. Number and location of day care centers

### **3.11.3 Education**

- a. Educational Attainment and Literacy Rate
- b. School-age population and Participation Rate, by level (elementary, secondary, tertiary)
- c. Number and location of schools, by level, public and private
- d. Other Educational Statistics
- i. Total Enrolment (past 3 school years)



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

- ii. Number of teachers
- iii. Number of classrooms

### **3.11.4 Housing**

- a. Number of housing units, by type of building (single, duplex, etc.) and construction materials
- b. Tenure on the house and homelot
- c. Sources of drinking water
- d. Type of fuel used for lighting and cooking
- e. Types of garbage disposal



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

### **3.11.5 Employment and Income**

- a. Employment rate, by sector
- b. Number of overseas Filipino workers (OFWs)

### **3.11.6 Recreation and Sports Facilities**

- a. Type, number and location of sports and recreational facilities

### **3.11.7 Protective Services**

- a. Total number of police personnel
- b. Police – population ratio
- c. Types and volume of crime in the LGU
- d. Fire-fighting personnel and facilities
- e. Occurrence of fire and response time





## **CHAPTER IV LOCAL ECONOMY**

### **4.1 The Primary Sector**

#### **4.1.1 Agricultural Crops**

- a. Agricultural Croplands
- b. Crop Production

#### **4.1.2 Livestock and Poultry**

- a. Number and volume of production by type of livestock and poultry
- b. Livestock and Poultry Production – Consumption Relationship

#### **4.1.3 Fisheries**

- a. Inland Fisheries
- b. Municipal Fisheries
- c. Commercial Fisheries



## **.1.4 Food Self-sufficiency Assessment**

### **4.1.5 Forestry**

- a. Forest-based production activities
- b. Type and volume of production

### **4.1.6 Agricultural Support Facilities**

- a. Production Support Facilities
- b. Post-harvest Facilities

## **4.2 The Secondary Sector**

### **4.2.1 Manufacturing**

### **4.2.2 Construction**

### **4.2.3 Mining and Quarrying**

### **4.2.4 Electricity, gas and Water**



## **4.3 The Tertiary Sector**

### **4.3.1 Financial Institutions**

### **4.3.2 Wholesale and Retail Trade**

### **4.3.3 Transportation and Communications**

### **4.3.4 Personal Services (e.g. beauty parlors, dress and tailoring shops, piano/photo studios, funeral parlors, etc.**

- a. Community services (janitorial and security services, courier services, etc.)



## **CHAPTER V INFRASTRUCTURE/ UTILITIES/ FACILITIES**

- 5.1 Inventory of Roads by classification (Barangay, City/ Municipal, Provincial and National), length and type of pavement (concrete, asphalt, gravel and earth)
- 5.2 Inventory of Bridges by classification (Barangay, City/ Municipal, Provincial and National), length, type of construction (RCDG, steel truss, timber, others) and condition (passable, unpassable, needs repair, etc)
- 5.3 Irrigation System



## **CHAPTER V INFRASTRUCTURE/ UTILITIES/ FACILITIES**

- 5.4 Flood Control and Drainage Facilities, by location, type of facility (group riprapping, concrete lining, etc.), length, width, thickness
- 5.5 Domestic Water Supply
- 5.6 Electric Power Supply
- 5.7 Transport Facilities
- 5.8 Communication Facilities
- 5.9 Waste Disposal System
- 5.10 Port
- 5.11 Municipal/ City Cemetery
- 5.12 Slaughterhouse
- 5.13 Public Market



## **CHAPTER VI LOCAL INSTITUTIONAL CAPABILITY**

- 6.1 Local Government Structure
  - a. The LGU's Organizational Structure
- 6.2 Local Fiscal Management
  - a. Status of Financial Health
  - b. Revenues by Source
  - c. Actual Expenditures by General Account
- 6.3 Development Legislation
  - a. Inventory of resolutions passed/ ordinances enacted, by sector, by year
- 6.4 LGU – CSO – Private Sector Linkages



# **Problem - Solution Funding Matrix (PSFM)**



The **problem-solution finding matrix (PSFM)** is a tool used to **diagnose development issues** or what is known as **problem-finding phase** and for determining appropriate policy interventions or what is called the **solution-finding phase**. The **problem-finding phase** includes making **meaningful observations** from the available information, **determining the causes or Explanations of the observed conditions** and **Exploring the positive and negative implications** if no significant intervention is made.





**On the other hand, the solution-finding phase entails identifying the appropriate policy interventions to curtail the negative implications and strengthen the positive ones.**





## Mechanics:

1. The group will work on the PSFM by sub-sector for 1 hr. (pls. provide only 1 sample /sub-sector)
2. Discuss with your group who will present .
3. Present the PSFM output for 15 minutes.
4. After the presentation critiquing follows.



# **RaPIDS**

# **Rationalized**

# **Plannning**

# **Indicators and**

# **Data Sets**



# What is RaPIDS?

The **Rationalized Planning Indicators and Data Set (RaPIDS)** is a tool developed under the EU PFM2 Project that aims to guide Local Government Units (LGUs) in identifying development indicators and appropriate data set that specifically applies to the needs and characteristics of their localities



Another notable feature of RaPIDs is the clustering of indicators

- **per ecosystem,**
- **area characteristics and**
- **development thrusts.**

The RaPIDs, however, prescribes a set of **“basic minimum indicators” for all local government units.**



# 4 Major groups of Indicators

## (1) Basic Minimum Indicators (Mandated; Must include All)

- \*Indicators on General Wellbeing of Population based on Local Government Code
- \*Indicators on Institutional Capacity
- \*Indicators on DRRM and CCA
- \*Indicators on Gender Equality

## (2) Indicators based on Ecosystems (Choose as needed)

- \*Indicators for Coastal Areas
- Indicators for Forest Areas
- Indicators for Lowland Agricultural
- Indicators for Urban Areas

## (3) Indicators based on other Area Characteristics (Choose as Needed)

(4) Indicators based on Development Thrust (Choose as Needed)

- \*Indicators on Business Friendliness
- Indicators on Child Friendliness
- \*Indicators on Heritage Conservation
- \*Indicators for Tourism Development
- \*Indicators for Conflict Sensitivity



# Basic Minimum Indicators

Consist of development metrics applicable to all kinds of planning areas. These indicators measures the well-being of **the local population** that is responsible for the delivery of basic social services stipulated in the LGCode Section 16 .





# Basic Minimum

## Indicators

This set also includes some indicators for the state of local economy, environment & natural resources, infrastructure support and indicators for Gender Equality, DRR-CCA and others.



# Ecosystem-Based

## Indicators

These indicators covers the use and services required by an ecological y unit. Data for these concerns measures the well being of the environment and the ability of the LGUs to manage these natural resources .



CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDER-DEVELOPMENT	WHAT TO MEASURE	PLANNING AREA (Municipality)	LARGER SPATIAL UNIT (Province)	SMALLER SPATIAL UNIT OF PLANNING AREA	DATA
Agriculture						
Agricultural Land Utilization	Land Use changes (ha/year)	Land Use and Land Productivity			0.33% ha / year	DA
Agricultural Areas	Extent of Agricultural area under mechanized cultivation (in %)	Land Use and Land Productivity			0	DA



# Ecosystem-Based

## Indicators

These indicators are further categorized into 4 major ecosystems namely:

- 1. Lowland Agricultural-** This set consolidates the indicators for areas with land resources that are suited for growing crops.



The indicators show the extent of land use and its productivity, soil degradation, and use of fertilizer and pesticides.



CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDER-DEVELOPMENT	WHAT TO MEASURE	PLANNING AREA (Municipality)	LARGER SPATIAL UNIT (Province)	SMALLER SPATIAL UNIT OF PLANNING AREA	DATA
					1 (URBAN) 2 (RURAL)	
<b>SOCIAL SECTOR</b>						
Demography						
Population Size	Total number of Population	Total Number of Population	83,052	2,956,726		MPDC
		MALE	41,917	1,507,351		MPDC
		FEMALE	41,135	1,449,375		MPDC



**2. Forest** - The indicators are applied to forest lands for the measurement of production, resource base and land use and tenure agreement to enable management and control of community-based forestry projects, and pollution.



**3. Urban** – The indicators are relevant to urban areas defined by the Philippine Statistics Authority. It characterizes the profile of the area based on built-up areas and open space, and infrastructure and mobility such as communication, motorized vehicles, roads, transport terminals, and water utilities.





**4. Coastal** – The indicators are applicable to coastal lands and waters. It measures production, consumption, resource base, threats and water transport facilities.



# Indicators based

## on other Area

### Characteristics

RaPIDS acknowledge that ecosystem alone may not be enough to properly characterize planning areas as there may be certain physical characteristics of localities which are unique and specific to the area.



Development for these municipalities is largely affected on how the respective local governments are able to utilize these areas for development and monitor the conditions affecting them. This set of indicators is further subcategorized into:



**1. Freshwater Sources – The primary local government concern for areas with river, bay and streams is the quality of these major freshwater bodies.**



**2. Mining Areas** – The indicators take consideration of public safety, health and well-being and environmental measures arising from mining activity in the area and the contribution of mining industry to the local economy.



**3. NIPAS Areas – The indicators are mainly concerned on threats to protected areas, biodiversity and conservation effort.**



# **Indicators based on Development Thrusts/Special Thematic Concerns**



**RAPIDS** promote the inclusion of development concerns and priorities of a locality. These indicators are subcategorized to

**1. Conflict Sensitivity** - These indicators are based on Conflict Sensitivity and Peace Promotion (CSPP)





Principles as espoused by the Office of the Presidential Adviser on the Peace Process (OPAPP). This subset is applicable for LGUs with conflict areas and records of armed conflict.



**2. Business-Friendliness** – This set is based on the criteria set by DILG in evaluating LGUs for applying for business-friendliness award. It measures LGU’s performance in businesses and attracting new ones.



**3. Child-friendliness** – This set is based on the criteria set by DILG in evaluating LGUs for child-friendliness. It contains indicators that measure services affecting children.



**4. Tourism Development – This set contains measures on the contribution of tourism to the economy in terms of jobs and income generated from tourism activities. It also gives the LGU information on its tourism potential.**



**5. Heritage Conservation** – This set contains measures on the alignment of LGU’s conservation efforts to the mechanism accepted by the national government and the contribution of heritage conservation to local economy.



CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDER-DEVELOPMENT	WHAT TO MEASURE	PLANNING AREA (Municipality)	LARGER SPATIAL UNIT (Province)	SMALLER SPATIAL UNIT OF PLANNING AREA	DATA
With Tourism Areas	Number of communities, households and population settled in non-build zones	Environmental Security				MPDC



# Local Development Indicators (LDIs)



# The LDIs Matrix depicts information in three dimension:

1. **Sectoral dimension** - Data are arranged according to five (5) sectors contributing to the development of an area. These sectors are: Social, Economic, Environment, Physical/ Infrastructure, and Institutional.





**2. Spatial dimension** - LDIS matrix prescribes the monitoring of indicators for smaller planning areas (barangays) that consist the LGU and the larger planning area (the province) to which the LGU belongs to. In so doing, comparison of the LGU's performance in relation to the performance of the province they belong to and among the barangays in their localities are possible.



**3. Temporal** - Provided that the entries in LDIS are updated on a regular time interval, LDIS can also provide analysis across time to establish patterns and trends in the behavior of outcome indicators.



SECTOR CORE	CONCERNS	INDICATORS OF DEVELOPMENT OR UNDERDEVELOPMENT	PLANNING AREA	LARGER SPATIAL UNIT	SMALLER SPATIAL UNITS OF PLANNING AREA
					1
					2
					3



# **Updating the Ecological Profile utilizing the results of the Planning tools**



# The Ecological Profile (EP)

An Ecological Profile (EP) is the more comprehensive replacement of the usual socioeconomic profile which gives equal coverage to the physical, biological, socioeconomic, cultural and built environments.

Generating the data that goes into the Ecological Profile (EP) is the first step in characterizing the planning area – whether it is a province, city, municipality, barangay or any other geographical or political territory.

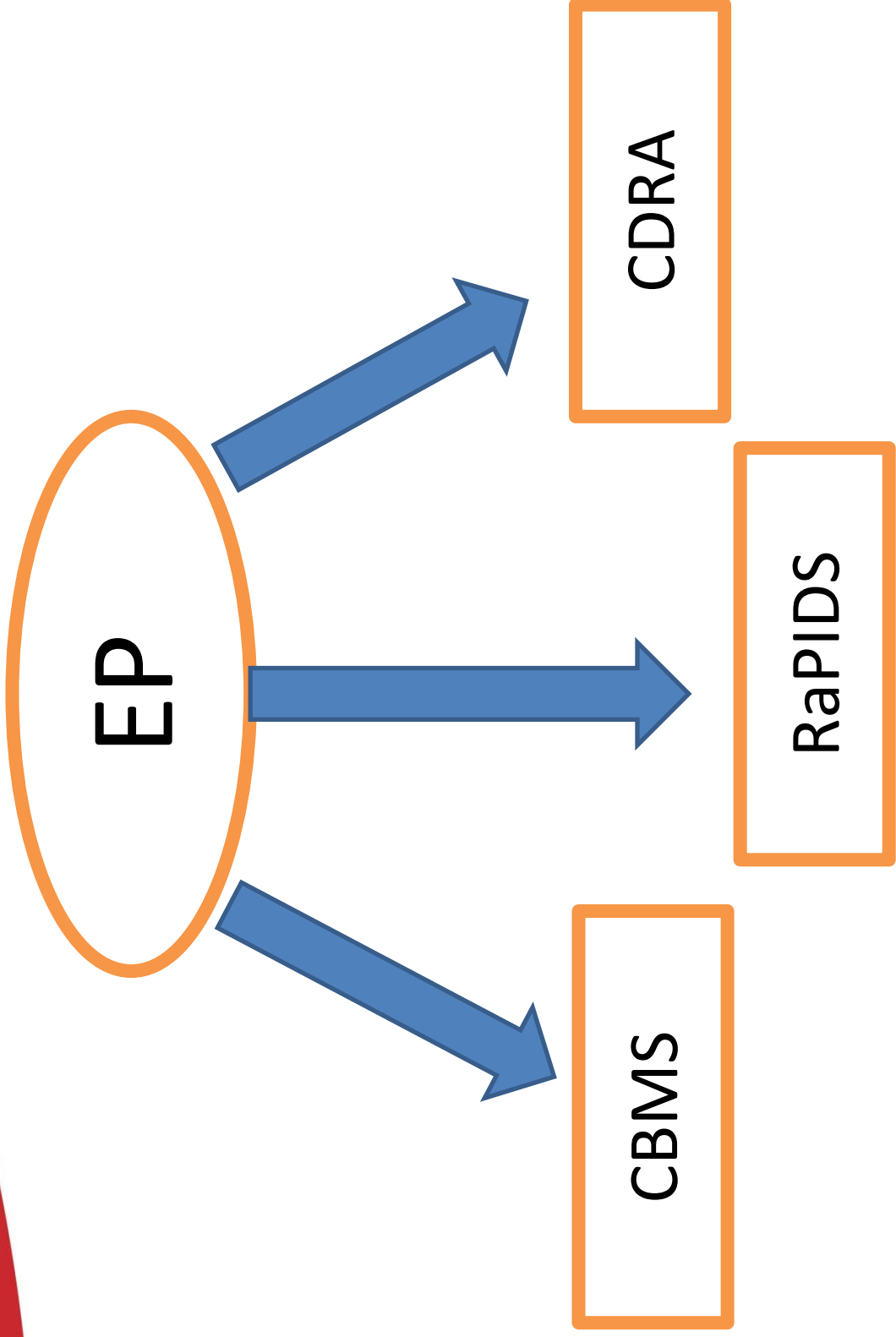




# Importance of an Ecological Profile (EP)

1. To help the LGU determine the:
  - a. current level of services to its constituents,
  - b. **resources available**, and
  - c. **environmental factors** which will affect policy and to which policy is expected to bring changes
2. To **identify problem situations affecting the target or specific segments of the population.**









# *CBMS Generated Data and Information*



## DATA COLLECTED THROUGH THE CBMS-HPQ

- Household/member characteristics
- Education
- Political participation
- Health and nutrition
- Income, employment and livelihood
- Housing and tenure, water sources and sanitation
- Migration
- Impacts of climate change
- Access to programs

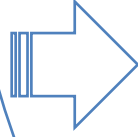




## DATA COLLECTED THROUGH THE CBMS-BPQ

- Physical and demographic characteristics of the village (barangay)
- Demographic reference
- Service institutions and infrastructure
- Disaster risk reduction and preparedness
- Peace and order
- Programs, projects and activities
- Budget, revenue and expenditure





### Ecological Profile

- a. Population and Social Services
- b. Local Economy
- c. Infrastructure and Physical base
- d. Environmental Management  
and Natural Resources
- e. Institutional



## **CHAPTER III POPULATION AND SOCIAL PROFILE**

**3.1 Social Composition and Characteristics**

**3.2 Population Size and Growth Rate**

**3.3 Growth of Barangay Population**

**3.4 Migration Patterns**

**3.5 Population Density**

**3.6 Household Distribution**

**3.7 Urban – Rural Distribution**

**3.8 Tempo of Urbanization**

**3.9 Age – Sex Distribution**

**3.10 Dependency Ratio**

CBMS StatSim Pro 6.0		Province: MOUNTAIN PROVINCE, CAR - CORDILLERA ADMINISTRATIVE REGION									
CBMS Core Indicators, Municipality		City/Municipality: BARLIG									
The 13+1 dimensions of poverty		Households					Population				
Indicator	Magnitude	Proportion		Magnitude			Proportion				
		Total	Female	Male	Total	Female	Male	Total	Female	Male	
<b>DEMOGRAPHY</b>											
Population	1270			5204	2753			100	52.9		46.9
Average household size	4										
Children under 1 year old	62	4.9		65	33			1.2	1.2		1.3
Children under 5 years old	315	24.8		406	208			7.8	7.6		8
Children 0-5 years old	364	28.7		505	262			9.7	9.5		9.9
Children five years old	99	7.8		99	54			1.9	2		1.8
Children 6-11 years old	431	33.9		609	290			11.7	10.5		13.1
Children 6-12 years old	470	37		704	331			13.5	12		15.3
Members 12-15 years old	322	25.4		410	211			7.9	7.7		8.1
Members 13-16 years old	341	26.9		448	241			8.6	8.8		8.4
Members 16-17 years old	211	16.6		222	121			4.3	4.4		4.1
Members 6-15 years old	568	44.7		1019	501			19.6	18.2		21.2
Members 6-16 years old	606	47.7		1152	572			22.1	20.8		23.7
Members 6-17 years old	626	49.3		1241	622			23.8	22.6		25.3
Members 10 years old and above	1270	100		4289	2293			82.4	83.3		81.4
Members of the labor force	1122	88.3		2371	1418			45.6	51.5		38.9
Source: CBMS Census 2017											





## CHAPTER III POPULATION AND SOCIAL PROFILE

### 3.11 Present Status of Well-being

#### 3.11.1 Health

- a. Health Personnel and Facilities, Public and Private
- b. Ten (10) Leading Causes of Morbidity (All Ages)
- c. Ten (10) Leading Causes of Mortality (All Ages)
- d. Nutritional Status
- e. Other Health Statistical Data
  - i. Total number of births
  - ii. Total number of deaths
  - iii. Total number of infant deaths (Under 11 months old)
  - iv. Total number of maternal deaths

CBMS StatSim Pro 6.0		Province: MOUNTAIN PROVINCE, CAR - CORDILLERA ADMINISTRATIVE REGION									
CBMS Core Indicators, Municipality		City/Municipality: BARLIG									
The 13+1 dimensions of poverty											
Indicator	Households		Population				Proportion				
	Magnitude	Proportion	Total	Male	Female	Total	Male	Female	Total	Male	Female
<b>HEALTH AND NUTRITION</b>											
children under 5 years old who died	0	0	0	0	0	0	0	0	0	0	0
women who died due to pregnancy related-causes	0	0	0	0	0	0	0	0	0	0	0
malnourished children 0-5 year old	15	4.1	16	8	8	3.2	3.1	3.3			
<b>HOUSING</b>											
households living in makeshift housing	10	0.8	44	24	20	0.8	0.9	0.8			
households who are informal settlers	9	0.7	40	19	21	0.8	0.7	0.9			
Source: CBMS Census 2017											





## CHAPTER III POPULATION AND SOCIAL PROFILE

- ii. Number of teachers
- iii. Number of classrooms

### 3.11.4 Housing

- a. Number of housing units, by type of building (single, duplex, etc.) and construction materials
- b. Tenure on the house and homelot
- c. Sources of drinking water
- d. Type of fuel used for lighting and cooking
- e. Types of garbage disposal



CBMS StatSim Pro 6.0		Province: MOUNTAIN PROVINCE, CAR - CORDILLERA ADMINISTRATIVE REGION									
CBMS Core Indicators, Municipality		City/Municipality: BARLIG									
The 13+1 dimensions of poverty											
Indicator	Magnitude	Households			Population			Proportion			
		Proportion			Magnitude			Proportion			
		Total	Male	Female	Total	Male	Female	Total	Male	Female	
<b>HEALTH AND NUTRITION</b>											
children under 5 years old who died	0	0	0	0	0	0	0	0	0	0	0
women who died due to pregnancy related-causes	0	0	0	0	0	0	0	0	0	0	0
malnourished children 0-5 year old	15	4.1	16	8	8	3.2	3.1	3.3			
<b>HOUSING</b>											
households living in makeshift housing	10	0.8	44	24	20	0.8	0.9	0.8	0.8	0.9	0.8
households who are informal settlers	9	0.7	40	19	21	0.8	0.7	0.8	0.7	0.9	0.9
Source: CBMS Census 2017											



## CHAPTER III POPULATION AND SOCIAL PROFILE

### 3.11.2 Social Welfare

- a. Social welfare programs and services available
- b. Number of types of clientele
- c. Number and location of day care centers

### 3.11.3 Education

- a. Educational Attainment and Literacy Rate
- b. School-age population and Participation Rate, by level (elementary, secondary, tertiary)
- c. Number and location of schools, by level, public and private
- d. Other Educational Statistics
- i. Total Enrolment (past 3 school years)



**MOUNTAIN PROVINCE, CAR -  
CORDILLERA ADMINISTRATIVE  
REGION**

**Province:**

## Senior Citizens

### Senior citizens with ID, Municipality

**Table 1. Senior citizens with ID by sex, by Municipality**

<b>Municipality</b>	<b>number of senior citizens</b>			<b>Senior citizens with ID*</b>					
	<i>Total</i>	<i>Male</i>	<i>Female</i>	<b>Magnitude*</b>			<b>Proportion**</b>		
				<i>Total</i>	<i>Male</i>	<i>Female</i>	<i>Total</i>	<i>Male</i>	<i>Female</i>
<b>MOUNTAIN PROVINCE</b>	<b>619</b>	<b>271</b>	<b>345</b>	<b>569</b>	<b>243</b>	<b>323</b>	<b>91.92</b>	<b>89.67</b>	<b>93.62</b>
<b>BARLIG</b>	619	271	345	569	243	323	91.92	89.67	93.62

*\*Senior citizens with ID*

*\*\*Number of senior citizens (60 years old above) with ID over number of senior citizens*

*Source: CBMS Census 2017*



# *RaPIDS Generated Data and Information*

CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT	(WHAT TO MEASURE)	DATA REQUIREMENT	PLANNING AREA	Data Source
Access to Health Services					
Sanitation Concerns	Number of households without sanitary toilets, Total Number of households	Percentage of households without sanitary toilets to Total Number of Households	RSI 393/8872=4.4%	RSI 393/8872=4.4%	MHO
Health Conditions	Number of children 0-5 years old who are below normal weight for their age, Total Number of children	Proportion of children 0-5 years old who are below normal weight for their age to total Number of children under 5	165/6393=2.58%	165/6393=2.58%	MHO
Access to health services	Number of Child Deaths, Causes of Death	Proportion of children under 5 years old who died of illness to total number of child deaths	8/13	8/13	MHO
Health Conditions	Number of women who died due to pregnancy-related causes to	Maternal Mortality Rate	0	0	MHO

CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT	(WHAT TO MEASURE)	DATA REQUIREMENT	PLANNING AREA	Data Source
Social Welfare					
Access to Day Care/ECCD services					
Applies to All	Number of 3-5- year-old children attending center-based day care services	Responsible Parenthood	1,070	1,070	MSWDO
Applies to All	Percentage of Barangays with Daycare Services to the total number of barangays	Education Participation	21/21	21/21	MSWDO & DepEd
Access to Services	Number of Senior Citizens Issued with Senior Citizens' ID , total Number of senior citizens	Senior Citizen Enrollment Rate	4,136	4,136	MSWD
Access to Services	Number of PWDs issued with PWD ID, Total Number of PWDs	PWD Enrolment Rate	349	349	MSWD



## CHAPTER IV LOCAL ECONOMY

### 4.1 The Primary Sector

#### 4.1.1 Agricultural Crops

- a. Agricultural Croplands
- b. Crop Production

#### 4.1.2 Livestock and Poultry

- a. Number and volume of production by type of livestock and poultry
- b. Livestock and Poultry Production – Consumption Relationship

#### 4.1.3 Fisheries

- a. Inland Fisheries
- b. Municipal Fisheries
- c. Commercial Fisheries



CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT	(WHAT TO MEASURE)	DATA REQUIREMENT	PLANNING AREA	Data Source
Crop Production					
Agricultural Areas	Volume/value of agricultural crop production by major crop, 2 reference years (2015-2016)	Agricultural Production Corn 13MT Yellow Corn Rice 12.25MT/Ha	Corn (2,000 Ha @ 6.2MT=₱148,800,000) Rice= (3,036 Ha @ 5.49=₱250,014,600)	Corn (2,000 Ha @ 6.2MT=₱148,800,000) Rice= (3,036 Ha @ 5.49=₱250,014,600)	DA
Agricultural Areas	Per capita value of production	Production Rice = 117 kg per capita	Rice = 3,036ha*6.2 MT = 18,595.5MT	Rice = 3,036ha*6.2 MT = 18,595.5MT	DA



# Vision Reality Gap Analysis (VRGA)



## ***What is a Vision – reality gap?***

The vision-reality gap is the “space” or “distance” between the desired state of the area by sector, and the current situation of the sector/s. Once you know exactly where and what the gaps are, you can identify the necessary actions to close the gap.



## *How is the vision – reality gap determined?*

A vision – reality gap is determined by conducting a **vision – reality gap analysis**. This type of analysis shows:

- a. how large the difference is between the vision or ideal state of the LGU and the existing situation; or
- b. how near the current situation in the city or municipality is to the vision as defined by the constituents and the LGU.



The **vision – reality gap** may be expressed qualitatively or quantitatively. Ratings, as shown in the

**Current Reality Rating Scale** can be assigned to describe the **degree of attainment or non attainment** of a particular vision element vis-à-vis the success indicators assigned to each descriptor by vision element.



## Rating

## Current Reality Rating Scale

0 Absolutely nothing has yet been done about the goal.

1

2 Something is already being done to achieve the goal but the

3 level of attainment is still on the low side

4

5 The goal is half accomplished

6

7 Goal is more than half-fulfilled but still short of full  
8 attainment

9

10 The goal is completely attained and no further effort is  
needed



# Vision – Reality Gap

measure of the difference between the end state and the existing situation

DESCRIPTORS	SUCCESS INDICATORS	CURRENT REALITY RATING	VISION – REALITY GAP	WHAT TO DO TO CLOSE THE GAP
Peaceful	0% Crime rate	6	4	
Highly skilled	Full employment	4	6	
Empowered	Citizen participation	3	7	



# Workshop Mechanics

1. Divide the participants into five (5) sectoral groups: social, economic, infrastructure, environment and institutional.
2. Review the descriptors corresponding to each sector.
3. Within each sectoral group success indicators were earlier identified for each descriptor.
4. For each success indicator, determine the current reality rating. The Current Reality Rating Scale may be used in determining the current level of attainment. (30 minutes for the current reality rating)
5. After the 30 minutes , presentation follows.





# Presentation & Critiquing

1. Assign a presenter who will discuss your outputs by sector (5 minutes for each sector)
2. Critiquing will follow after all the sectors has been presented.



**NOT EVERYTHING THAT CAN BE  
COUNTED COUNTS, AND  
NOT EVERYTHING THAT COUNTS  
CAN BE COUNTED.**

**ALBERT EINSTEIN (1879-1955)**

*Inspiring/Thinker*

<https://www.dilg.gov.ph/inspiring-thinker-albert-einstein>



## **SAMPLE OUTLINE OF AN ECOLOGICAL PROFILE**

### **CHAPTER I HISTORY**

### **CHAPTER II GEO-PHYSICAL ENVIRONMENT**

- 2.1 Geographical Location
- 2.2 Political Boundaries
- 2.3 Topography
  - 2.3.1 Elevation
  - 2.3.2 Slope
- 2.4 Geology
  - 2.4.1 Rock Formations
  - 2.4.2 Landforms
  - 2.4.3 Soils
  - 2.4.4 Land Capability Classes
- 2.5 Land Resources
  - 2.5.1 Land Classification
  - 2.5.2 Existing General Land use
  - 2.5.3 Urban Land Use Pattern
- 2.6 Mineral Resources
- 2.7 Coastal Resources
  - 2.7.1 Coral Reef
  - 2.7.2 Seagrass Communities
  - 2.7.3 Mangrove Forests
  - 2.7.4 Coral Lifeforms and Associated Species
  - 2.7.5 Reef Fish Communities
- 2.8 Freshwater Resources
  - 2.8.1 Surface Run-off
  - 2.8.2 Groundwater Resources
- 2.9 Climate
  - 2.9.1 Atmospheric Temperature
  - 2.9.2 Relative Humidity
  - 2.9.3 Cloudiness
  - 2.9.4 Rainfall
- 2.10 Natural Hazards/ Constraints
  - 2.10.1 Flooding
  - 2.10.2 Erosion and Siltation
  - 2.10.3 Infiltration and Soil Drainage

### **CHAPTER III POPULATION AND SOCIAL PROFILE**

- 3.1 Social Composition and Characteristics
- 3.2 Population Size and Growth Rate
- 3.3 Growth of Barangay Population
- 3.4 Migration Patterns
- 3.5 Population Density
- 3.6 Household Distribution
- 3.7 Urban – Rural Distribution
- 3.8 Tempo of Urbanization
- 3.9 Age – Sex Distribution
- 3.10 Dependency Ratio

### 3.11 Present Status of Well-being

#### 3.11.1 Health

- a. Health Personnel and Facilities, Public and Private
- b. Ten (10) Leading Causes of Morbidity (All Ages)
- c. Ten (10) Leading Causes of Mortality (All Ages)
- d. Nutritional Status
- e. Other Health Statistical Data
  - i. Total number of births
  - ii. Total number of deaths
  - iii. Total number of infant deaths (Under 11 months old)
  - iv. Total number of maternal deaths
  - v. Total number of neo-natal deaths (1 – 27 days old)
  - vi. Total number of deaths (50 years old)
  - vii. Total number of deaths with medical attendance
  - viii. Birth rate
  - ix. Death rate
  - x. Infant mortality rate
  - xi. Maternal mortality rate
- f. Family Planning Services

#### **3.11.2 Social Welfare**

- a. Social welfare programs and services available
- b. Number of types of clientele
- c. Number and location of day care centers

#### **3.11.3 Education**

- a. Educational Attainment and Literacy Rate
- b. School-age population and Participation Rate, by level (elementary, secondary, tertiary)
- c. Number and location of schools, by level, public and private
- d. Other Educational Statistics
  - i. Total Enrolment (past 3 school years)
  - ii. Number of teachers
  - iii. Number of classrooms

#### **3.11.4 Housing**

- a. Number of housing units, by type of building (single, duplex, etc.) and construction materials
- b. Tenure on the house and homelot
- c. Sources of drinking water
- d. Type of fuel used for lighting and cooking

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- e. Types of garbage disposal

#### **3.11.5 Employment and Income**

- a. Employment rate, by sector
- b. Number of overseas Filipino workers (OFWs)

#### **3.11.6 Recreation and Sports Facilities**

- a. Type, number and location of sports and recreational facilities

#### **3.11.7 Protective Services**

- a. Total number of police personnel
- b. Police – population ratio
- c. Types and volume of crime in the LGU
- d. Fire-fighting personnel and facilities

e. Occurrence of fire and response time

## **CHAPTER IV LOCAL ECONOMY**

### **4.1 The Primary Sector**

#### **4.1.1 Agricultural Crops**

- a. Agricultural Croplands
- b. Crop Production

#### **4.1.2 Livestock and Poultry**

- a. Number and volume of production by type of livestock and poultry
- b. Livestock and Poultry Production – Consumption Relationship

#### **4.1.3 Fisheries**

- a. Inland Fisheries
- b. Municipal Fisheries
- c. Commercial Fisheries

#### **4.1.4 Food Self-sufficiency Assessment**

#### **4.1.5 Forestry**

- a. Forest-based production activities
- b. Type and volume of production

#### **4.1.6 Agricultural Support Facilities**

- a. Production Support Facilities
- b. Post-harvest Facilities

### **4.2 The Secondary Sector**

#### **4.2.1 Manufacturing**

#### **4.2.2 Construction**

#### **4.2.3 Mining and Quarrying**

#### **4.2.4 Electricity, gas and Water**

### **4.3 The Tertiary Sector**

#### **4.3.1 Financial Institutions**

#### **4.3.2 Wholesale and Retail Trade**

#### **4.3.3 Transportation and Communications**

#### **4.3.4 Personal Services (e.g. beauty parlors, dress and tailoring shops, piano/ photo studios, funeral parlors, etc.**

- a. Community services (janitorial and security services, courier services, etc.)

## **CHAPTER V INFRASTRUCTURE/ UTILITIES/ FACILITIES**

5.1 Inventory of Roads by classification (Barangay, City/ Municipal, Provincial and National), length and type of pavement (concrete, asphalt, gravel and earth)

5.2 Inventory of Bridges by classification (Barangay, City/ Municipal, Provincial and National), length, type of construction (RCDG, steel truss, timber, others) and condition (passable, unpassable, needs repair, etc)

5.3 Irrigation System

5.4 Flood Control and Drainage Facilities, by location, type of facility (group riprapping, concrete lining, etc.), length, width, thickness

5.5 Domestic Water Supply

5.6 Electric Power Supply

5.7 Transport Facilities

5.8 Communication Facilities

5.9 Waste Disposal System

5.10 Port

- 5.11 Municipal/ City Cemetery
- 5.12 Slaughterhouse
- 5.13 Public Market

**CHAPTER VI LOCAL INSTITUTIONAL CAPABILITY**

- 6.1 Local Government Structure
  - a. The LGU's Organizational Structure
- 6.2 Local Fiscal Management
  - a. Status of Financial Health
  - b. Revenues by Source
  - c. Actual Expenditures by General Account
- 6.3 Development Legislation
  - a. Inventory of resolutions passed/ ordinances enacted, by sector, by year
- 6.4 LGU – CSO – Private Sector Linkages

## SESSION 4

### Formulating the Sectoral Development Plan

#### Objectives

By the end of this session, the participants shall have:

1. Formulated the goals and objectives of the five (5) development sectors;
2. Prepared an introduction and situational analysis prior to the identification of programs, projects and activities;
3. Linked sectoral issues vis-à-vis specific sectors;
4. Translated the sectoral goals into policy options;
5. Identified appropriate interventions for each development sector; and
6. Crafted a five (5)-sector development plan.

#### Duration

- Part 1 and 2 - 4 hrs.
- Part 3 - 4 hrs.
- Part 4 - 1 day

#### Process

##### **PART 1: Formulating the Sectoral Goal and Objectives**

Begin the session by showing the enhanced CDP Cycle. Explain that once the risk informed ecological profile and the PSFM has been prepared, the planning team can now proceed to the formulation of development sectoral goals and objectives. This sub-step serves as a throughput in the CDP preparation as it helps in defining interventions for the planning area. The sectoral goals and objectives serve as the bases in the formulation of specific interventions in the planning area. Having risk-sensitive sectoral goals and objectives ensures that risks and vulnerabilities identified in the analysis of the LGU situation will be addressed as well as in the identification of interventions for each of the development sectors.

Explain that the EPSFM and VRG conducted during the analysis of the LGU situation shall be the bases for the formulation of risk-sensitive goals and objectives in the CDP.

Discuss the concepts of a goal which shall include the importance of a goal in planning, sources of sectoral goals, and how goals are formulated.

#### Guide Questions:

- ✓ What are goals?
- ✓ What are sectoral goals?
- ✓ What is the importance of goals in planning?
- ✓ What are the sources of sectoral goals?
- ✓ How are goals formulated?

Discuss how to utilize the results of PSFM as source of sectoral goals. Give examples of goal statements that meet the SMART criteria. Also, provide examples of risk-sensitive goals and objectives derived from the VRG and PSFM.

Emphasize that the sub-sectoral goals should contribute to the attainment of the sectoral goal and should be aligned to the local, national and international commitments.

Trigger question: Using the observed conditions from the previous workshops (EPSFM and VRG) as a guide, what do you want to achieve for the people in your city/municipality for the next six years according to the 5 development sectors and sub-sectors?

Highlight the proper constitution of the Sectoral Committees.

Note: Suggested Sectoral Committee Composition:

**Social**: C/MPDO Staff, SWDO, C/MHO, POSO, LDC Representative (Brgy.), LDC Representative (CSO), District Supervisor, PTA Federation, Sanggunian Representative

**Economic**: PESO, Agriculturist, Tourism Officer, Cooperative Development Officer, C/MPDO Staff, LDC Representative (Brgy.), LDC Representative (CSO), Sanggunian Representative

**Environment**: C/MPDO Staff, LDC Representative (Brgy.), LDC Representative (CSO), General Services Head, LG-ENRO, Sanggunian Representative

**Infrastructure**: C/Municipal Engineer, Zoning Officer, C/MPDO Staff, LDC Representative (Brgy.), LDC Representative (CSO), Sanggunian Representative, Municipal Architect

**Institutional**: C/MPDO Staff, LDC Representative (Brgy.), LDC Representative (CSO), LGOO

Facilitate Workshop on Setting Risk-sensitive Goals, Objectives and Targets. Group the participants per sector. Let them write their answers on a metacard (one answer per metacard). Ask them to collect and cluster similar responses. Major clusters of issues or categories of desired conditions may form a goal category. Explain that they may form goal statements around these issue clusters. Let them agree on their sectoral goal.

For each goal, guide the participants into formulating corresponding objective statements. Explain that objectives are immediate results that the LGUs and the



LCEs are directly accountable for. Reiterate that objectives and targets should be SMART.

Using manila paper and marker, let them finish the matrix. Each group will be given time to present their output. After each presentation, the facilitators and other groups will give their inputs and comments.

## **PART 2: Cross Sectoral Integration (Linkage of Sectoral Issues Vis-à-vis Specific Sectors)**

After the formulation of goals and objectives, discuss the cross sectoral integration.

### **Process**

Present the common list of issues that cut across various sectors, and explain how they cut across sectors.

- Sector Pairs:
  - Economic-Social
  - Household income and expenditure
  - Labor force participation rate
  - Employment, unemployment, underemployment

Under this sector the best way to explain it is that these emerging issues under economic sector affect and effect the social life of the people or the well- being of the people/community.

#### Economic-Institutional

- Private investment incentives and regulations (local ordinance)
- Budget allocation for economic development
- Economic performance of public enterprises

In this sector pair, the economic development of the LGU is affected by the institutional mechanism such as ordinances and the budget allocation intended for the development of the economy or businesses.

#### Environmental-Land Use/Infrastructure

- Infrastructure vulnerable to environmental hazards
- Infrastructure to mitigate or prevent environmental disasters

This particular sector integration shows how infrastructures are affected by various hazards. It also shows how mitigating or preventive infrastructures address the adverse effects of environmental disasters.

### Social-Environmental

- Domestic waste generation disposal
- Air pollution by source

In this example, the waste that affects the environment comes from the people or community which is the social aspect of the development sector

### Economic-Environmental

- Sustainability in resource use
- Effluent generation and disposal

The result of the wastewater coming from the different economic industries affects the environment.

### Economic-Land Use/Infrastructure

- Economic support infrastructure
- Land use pattern that promotes economic efficiency

In this particular example, the use of the land promotes economy in a particular community (i.e. agricultural areas promote economy in the agricultural sector).

Let the participants go over their PSFM (assignment) and instruct them to note the specific cross-sectoral issues relevant to their LGU. Ask them to review if policy actions in the different sectors are identified.

Remind the participants to ensure that interventions are also identified for each applicable sub-sector. This is to rationalize the local planning system by integrating the cross-sectoral concerns in the planning process. This implies that the NGAs advocating or requiring LGUs to prepare certain sectoral, thematic or system plan must integrate these requirements into the CDP and allow the local planning structure and processes to respond to the requirements.

## **PART 3: Transforming Goals into Actions: Formulation of a Strategy /Elaboration of Strategy and Structuring Solutions**

Discuss the definition and forms of policy. Cite examples to further explain the topic.

### *Guide Questions:*

1. What is a policy?
2. What are the forms of a policy? Give examples of each form.

Discuss the steps in identifying solutions through the elaboration of strategies into programs and its component projects and activities.

*Guide Questions:*

1. What is a strategy?
2. What are the components of a strategy? Provide some examples.
3. What is meant by actions/interventions? Give examples.

Proceed with the session by discussing what regulatory measures or legislations are. Situate this session in the entire planning cycle. Show to the group the simplified planning process and reiterate that they are already under the structuring solutions phase. This takes place before the prioritization of PPAs.

**Regulatory measures or Legislations** may take in the form of resolutions and ordinances enacted by the Sanggunian, and/or executive and administrative orders issued by the local chief executive.

Present the appropriate actions to take regarding local legislations. Proceed by giving examples of an ordinance and resolution. Differentiate a Program from a Project.

Programs and projects may be derived from clearly formulated sectoral goals and objectives complemented by appropriate regulatory measures. They complete the array of government interventions that effect or affect development in the area.

**A Program is a cluster of projects.** It is sometimes synonymous with a project. It may cover a period of 3-6 years.

1. It defines a particular clientele and their priority needs.
2. It defines the strategic decision in a plan into different components or projects which are tactical or short term in nature.
3. It comprises the operational components of a long-term plan.

**A Project is a cluster of activities.** It is sometimes synonymous with a program.

1. It is a specific yet complex effort consisting of interrelated activities performed by various functional units and specialists.
2. It has a well-defined objective, a definite schedule, and a set budget.
3. It may cover a period of 1-3 years.

Continue to discuss the definition of Service or “non-projects”.

**Services or “non-projects”** are regular functions of a given office to be performed by a regular staff using the existing facilities and budget. They need not be included in the LDIP but are carried out through the maintenance and other operating expenditures (MOOE) of the relevant offices or departments

Give the difference between a Project and a Service or “Non-project”

<b>PROJECTS</b>	<b>SERVICES OR NON-PROJECTS</b>
1. Specific life cycle	1. Continuous life from year to year
2. Defines start and completion points with calendar dates	2. No specific event tied to calendar dates other than fiscal year budgets
3. Can be abruptly terminated if goals are not met; always terminated when the project is completed	3. Assured of continuous function even in a major reorganization
4. Often unique; not done before; not repeated when completed	4. Usually involves performance of well-established functions and tasks are only slightly different from past efforts
5. Total effort must be completed with fixed budget and schedule	5. Maximum work is performed within the annual budget calling
6. Prediction of ultimate time and cost is difficult	6. Prediction of annual expenditures
7. Involves multi-disciplinary skills from different departments or organizations which may change from one life cycle to another	7. Involves one or a few inter-related skills and disciplines within one well defined stable organization
8. Rate and type of expenditure constantly changing	8. Relatively constant rate and type of expenditure
9. Basically dynamic in nature	9. Basically steady state in nature.

Present the definition of an Activity.

An **activity** is a cluster of tasks. It is a very short-term effort performed by one or several members of a project team or of an office or organization. Some activities must be completed before the project can move on to other activities.

It can either be done simultaneously or lie on wait as other tasks go on. Activity may last from one week to one year

Employ a workshop on classifying what is a program, project, activity, service or legislation.

Distribute metacards for each group/sector. Instruct the participants to post their answers in a manila paper. The metacards given are color coded as follows:

- ✓ Program/s - Green
- ✓ Project/s - Blue
- ✓ Service/s or Non-project - Yellow
- ✓ Activity - Red
- ✓ Legislation/s - Pink

Allot 30 minutes for the workshop.

SECTOR	Programs	Projects	Service/Non-Project	Activity	Legislation
Social					
Economic					
Infrastructure					
Environment					
Institutional					

For Non-Projects” or Services, (i) collect all non-projects and check for possible project upgrade, and (ii) if project upgrade is not possible, retain activity as non-project.

Employ another workshop regarding legislation (15 mins). This time the groups will identify the status of legislations whether New, for Amendment or Replacement. Each group will post their answer using color coded metacards:

- New: Green
- Amendment: Red
- Replacement: Blue

Sift all the needed local legislations.

Ordinance Needed	Status			Subject Classification	Sanggunian Committee for Referral	Possible Sponsorship
	New	Amendment	Replacement			

Process the answers posted in the manila paper.

Proceed to the next workshop which is the sifting of all projects according to “ownership “or responsibility using Section 17 of the LG Code.

For projects, sift all projects and classify under the following headings (30 minutes):

PROJECTS	NATIONAL	LOCAL			PRIVATE SECTOR
		Province	City/Municipality	Barangay	

Process the answers by (a) collecting all municipality/city projects and process as inputs to the LDIP, (b) distributing the other projects to various levels and sectors concerned, (c) lobbying national projects before your congressman or directly to the NGA concerned, and (d) inviting private investors to take on projects that promise reasonable returns.

For LGU-owned projects, (a) consolidate redundant or repetitive project, (b) screen out obviously impractical or undesirable projects, and (c) “park” projects that are more appropriately taken up by other levels of government or private sector.

After the discussion on programs, projects, activities, and legislation, present the topic on **Structuring Solutions (Form 2a and 2b)**.

Present Forms 2a and 2b, and discuss each template by linking it to the answers in the PSFM particularly the columns on programs, projects and actions.

**CDP Preparation Template Form 2a\*. Structured List of PPAs per Sector (Long List)**

**Sectoral Goal:**

NO.	PROGRAM	PROGRAM COMPONENTS	ACTIONS/ INTERVENTIONS

**CDP Preparation Template Form 2.b. Structured List of PPAs per Sector and development indicator (Long List)**

SECTOR / SUB-SECTOR	GOALS	STRATEGY/ OBJECTIVES	CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT (LDIs / RaPIDS)	PROGRAM	PROGRAM COMPONENTS	ACTIONS / INTERVENTIONS

Present Form 2b and link it to the answers in the PSFM and RaPIDS. State that the indicators in Form 2b can be culled out from the RaPIDS that was earlier accomplished.

Conduct workshops for the two forms and divide the participants into five groups representing the five development sectors. Allot the groups 4 hours to complete their output. Let them present their outputs for 20 minutes. Remind the groups that their Form 2b outputs should be consistent with Form 2a since PPAs found in Form 2a are the same with Form 2b.

Provide samples for the two templates and ensure that their outputs are categorized into appropriate sectors and sub-sectors to facilitate reviewing/checking.

**PART 4: Crafting the Sectoral Development Plan**

Enumerate and discuss the parts of the sectoral plan:

- 1. Introduction**
- 2. Sectoral Goal and sub-sectoral goals**
- 3. Situational Analysis**
- 4. Structuring Solutions (Form 2a and Form 2b)**

Begin with the **Introduction**. Elucidate that the introduction only states the sector and its sub-sectors. Also, the alignment and complementation of plans is explained in this part. Mention that the sectoral plans crafted are in consonance with the international (Sustainable Development Goals), national (Philippine Development Plan (2017-2022, Ambisyon Natin 2040), regional (Regional Development Plan), and provincial commitments (Provincial Development Physical Framework Plan/PDPFP).

Present an example of an Introduction.

Enumerate the previously formulated sectoral and sub-sectoral goals under the sub-title heading Goal.

Proceed by presenting the situational analysis derived from the results of the CDRA, RaPIDS, CBMS and the Updated Ecological Profile. Present an example of the situational analysis. Summarize what was incorporated in the observed condition under the PSFM.

Present the structured solutions (Forms 2a and 2b). Discuss the forms for each sector taking into account the sub-sectors.



**TIP:**

In discussing the programs, projects and activities, emphasize that these PPAs came from the previous workshops such as the PSFM to establish linkage for all workshops/sessions.

**Note**

**All attachments are indicated /specified in Session 4 Annexes.**





# Sectoral Development Plan



## The Comprehensive Development Plan

1. Social Development Plan
2. Economic Development Plan
3. Infrastructure and Physical Development Plan
4. Environmental Development Plan
5. Institutional Development Plan



# Sectoral Development Plan

- Introduction
- Contents
  - >>> Sector
  - >>> Sub-sectors
  - >>> International Commitment (SDG)
  - >>> National Commitment
    - xxx PDP 2017-2022
    - xxx Ambisyon Natin (2040)
  - >>> Regional
    - xxx Regional Development Plan (RDP)
  - >>> Provincial
    - xxx PDPFP



## Sectoral Development Plan

- ❑ Sectoral Goal (Social , Economic, Environment, Infrastructure and Institutional)
- ❑ Situational Analysis
  - >>> Results of the various tools such as : CDRA, CBMS,RaPIDS or the summary of the PSFM based on the observed condition of the LGU
- ❑ Structured Solutions
  - >>> Form 2a
  - >>> Form 2b



# 1.0 Social Development Plan

## Introduction

The **Social Development Sector** captures the six( 6) sub-sectors namely: (1) Health and Nutrition, (2) Social Welfare Services, (3) Education, (4) Housing and Basic Utilities , (5) Peace and Order and Public Safety and (6) Disaster Risk Reduction and Management . Under this sector , the well-being and the quality of life of the people are being presented in such a way that all sectors of the society are involved (Elderlies, Person with Disabilities , Women, Youth, Children, Farmers, Fisherfolks). Issues and problems faced by the LGU along the social sector are specified in the situational analysis and the interventions that will address the problems can be visibly seen in the Structuring solutions in the form of Programs, Projects, Activities and legislations (Form 2a). Further, programs, projects and activities identified are aligned to the International (SDGs) and National Commitment (PDP 2017-2022) of the Government geared towards Ambisyon Natin 2040 with “MATATAG, MAGINHAWA AT PANATAG NA BUHAY” – A long-term Vision



## 1.0 Social Development Plan

### **Sectoral Goal**

**Enhancement of the quality of lives of the people through good education, adequate provision of social Welfare and protective services geared towards a resilient community.**



# 1.0 Social Development Plan

## Objectives

- To provide quality health and nutrition services to the community by 4th quarter of 2020 and beyond.
- To have an equal opportunities (all sectors of society) in accessing the social welfare services of the LGU by 2020 and onwards
- To access quality education for all student by 2021 and onwards
- To have an access on the potable water and decent houses by 2021 and beyond
- To maintain peace and order by 2021 and beyond
- To have a disaster and resilient community by 2020 and beyond



# 1.0 Social Development Plan

## Situational Analysis

Given the scope of basic services to be delivered directly to the people and the risks posed by the identified hazards in this plan to the population - flood, storm surge, drought and ground shaking, our primary goal is to provide the necessary services to improve the lives of our people and eventually enhancing their coping capabilities to the effects of disasters.

With 19 barangays with an aggregate population of 66,178 identified to be susceptible to moderate risk for flooding (.5m to 1.5m), these areas must be provided priority services to increase the affected population's adaptive capacity. Meanwhile, the municipality is at more risk to storm surge, with 94% of the population at high storm surge risk, hence, the need to improve disaster readiness and management.

Poverty, health issues and the inadequacy in disaster management in the social sector and the susceptibility to said hazards intensify the population's vulnerability to disaster. Hence, the aim is to enhance basic services by the local government with the end goal of empowering its people and increasing their adaptive capacity. Below are the programs, projects, activities that can address the issues faced by the LGU.





# Form 2a : Structured List of PPAs Per Sector (Long List)

PROGRAMS	PROGRAM COMPONENTSS	ACTIONS/INTERVENTIONS
<b>Health and Nutrition</b>		
1. Home and Community Food Production	IEC on promotion of good nutrition	>> Conduct Pabasa sa Nutrisyon >> Conduct Family Development Session
	Food fortification on nutrition	Use of sangkap pinoy seal
		Resolution adopting a nutrition in emergencies program
	Conduct training on Nutrition during emergency situations	>> Tap agencies that can provide assistance >> Coordinate with the Budget Officer re:availability of funds



## DILForm 2b : Structured List of PPAs Per Sector and Development Indicators

SECTOR / SUB-SECTOR	GOALS	STRATEGY/OBJECTIVES	CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT (LDIs / RaPIDS)	PROGRAM	PROGRAM COMPONENTS	ACTIONS / INTERVENTIONS
SOCIAL Health and Nutrition	Enhancement of the quality of lives of the people through good quality education, adequate provision of social welfare and protective services geared towards a resilient community.	To provide quality health and Nutrition services to the community by 4th quarter of 2020 and beyond	Access to Health and Nutrition	No. of Home and Community Food Production Implemented  No. of IEC conducted  No. of Pabasa Sa Nutrisyon conducted  No. of FDS conducted	Home and Community Food Production	IEC on promotion of good nutrition	>> Conduct Pabasa sa Nutrisyon  >> Conduct Family Development Session



# Sifting Programs, Projects, Activities



**Sectoral Goal**

**Strategy 1**

**Strategy 2**

**Program 1**

**Program 2**

**Program 3**

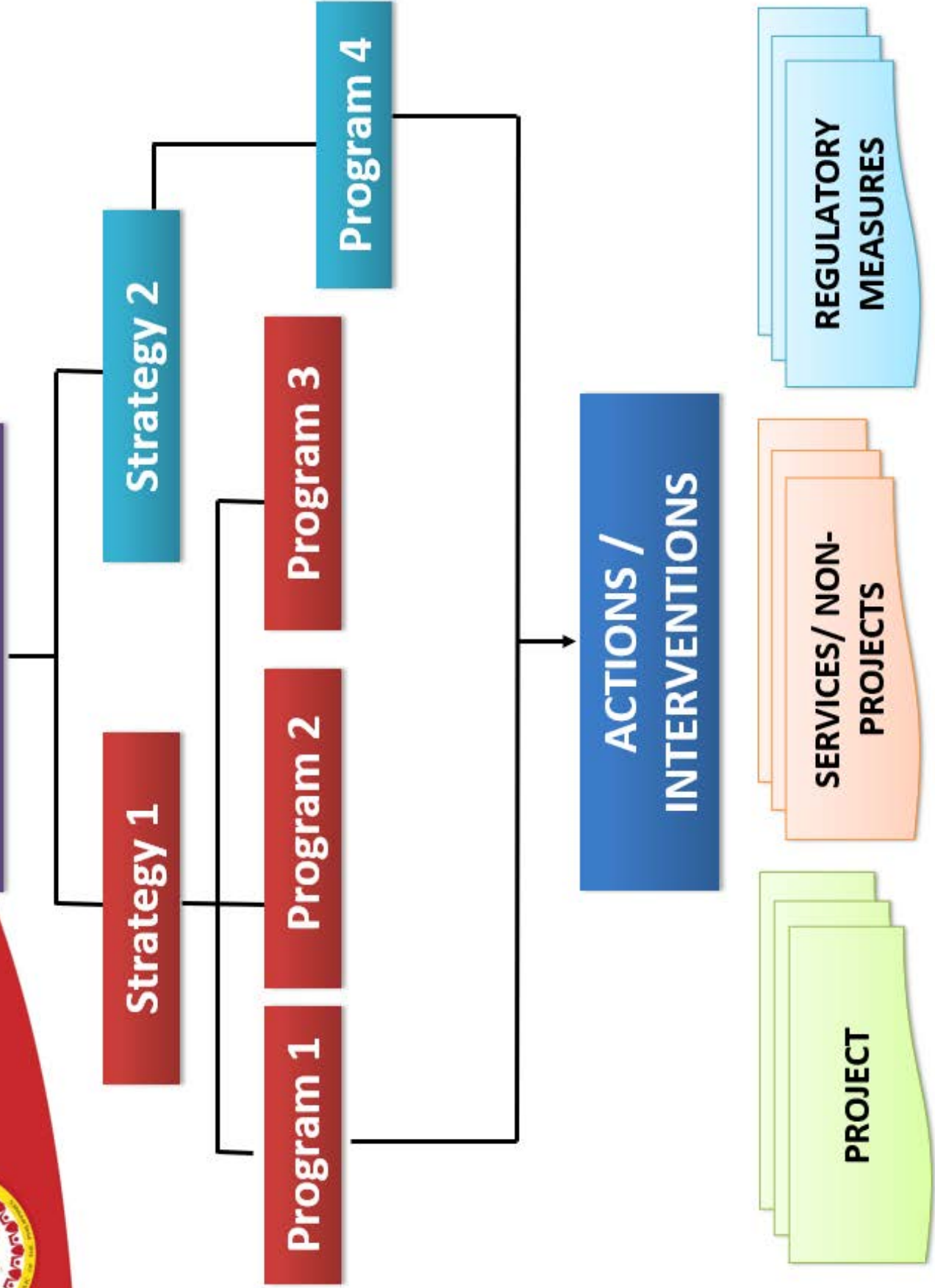
**Program 4**

**ACTIONS / INTERVENTIONS**

**PROJECT**

**SERVICES / NON-PROJECTS**

**REGULATORY MEASURES**





## PROGRAM

- a cluster of projects
- comprises the operational components of a long-term plan
- defines a particular clientele and their priority needs
- breaks down the strategic decisions in a plan into different components or projects which are tactical or short-term in nature.

## PROJECT

- a cluster of activities
- Has specific but complex effort consisting of interrelated activities performed by various functional units and specialists
- has a well-defined objective, a definite schedule, and a set budget and it may cover a period of one (1) to three (3) years.



## SERVICES/ NON-PROJECT

- regular functions of a given office to be performed by the regular staff of that office using its existing facilities
- budget need not be included in the LDIP but are carried out through the MOOE of the relevant offices or departments

## REGULATORY MEASURES

- resolutions or ordinances enacted by the Sanggunian
- executive and administrative orders issued by the Local Chief Executive

PROJECTS	SERVICES OR NON-PROJECTS
1. Specific life cycle	1. Continuous life from year to year
1. Defines start and completion points with calendar dates	2. No specific event tied to calendar dates other than fiscal year budgets
1. Can be abruptly terminated if goals are not met; always terminated when the project is completed	3. Assured of continuous Function even in a major reorganization
1. Often unique; not done before; not repeated when completed	4. Usually involves performance of well-established functions and tasks are only slightly different from past efforts
1. Total effort must be completed with fixed budget and schedule	5. Maximum work is performed within the annual budget calling
1. Prediction of ultimate time and cost is difficult	6. Prediction of annual expenditure
1. Involves multi-disciplinary skills from different departments or organizations which may change from one life cycle to another.	7. Involves one or a few inter-related skills and disciplines within one well defined stable organization
1. Rate and type of expenditure constantly changing	8. Relatively constant rate and type of expenditure



## Structure Solutions

Sift Actions/  
Interventions

Sift all  
projects  
according to  
"ownership"

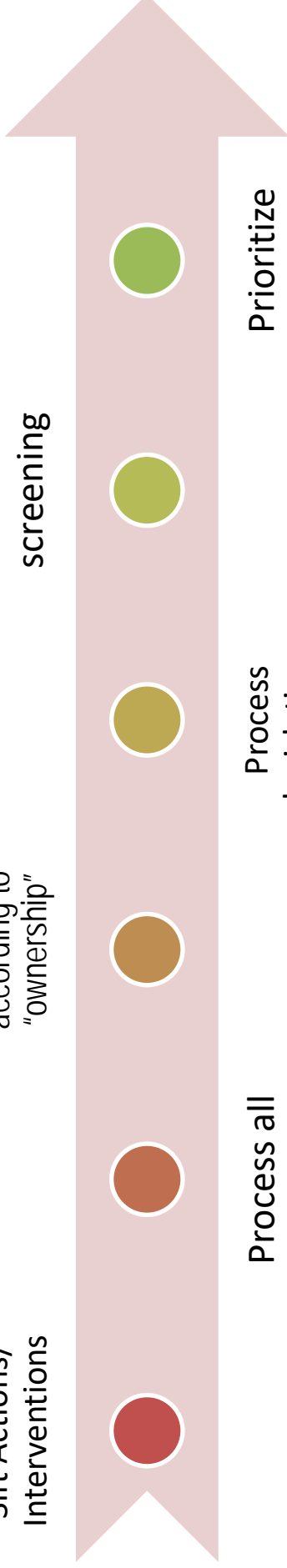
Do initial  
screening



Process all  
non-  
projects

Process  
legislations

Prioritize  
PPAs







# 1. Sift Actions/Interventions

Actions/  
Interventions



Non-  
Projects

Projects





## 2. Process all non-projects first, to determine possible upgrade.

- If project upgrade is not possible, retain activity as non-project.
- Break down the service or non-project into activity or task component
- Match the activity/ task components to the existing capacity of the office responsible for carrying out the activity/ task
- Suggest appropriate actions as needed.

SERVICE/ NON-PROJECT PROPOSED	ACTIVITY OR TASK COMPONENTS	DEPARTMENT/ OFFICE RESPONSIBLE	CAPACITY OF RESPONSIBLE DEPARTMENT/ OFFICE	RECOMMENDED ACTIONS





## 4. Initial screening of projects for prioritization

- ✓ Consolidate redundant or repetitive projects
- ✓ Screen out obviously impractical or undesirable projects
- ✓ “Park” projects that are more appropriately implemented by other levels of government or other national government agencies, or the private sectors



# **FORM 2a –Structured List of PPAs**



No.	PROGRAM	PROGRAM COMPONENTS	ACTIONS/ INTERVENTIONS



# Mechanics

1. Divide the group according to the 5 sectors as follows:
  - Social- under Sub-sector Education
  - Economic
  - Environment
  - Infrastructural
  - Institutional
2. Each group to work for 30 minutes
3. Present the group outputs within 5 minutes (each group)





# **FORM 2b -Structured List of PPAs with Development Indicators**



# Mechanics:

**Using the output from the previous workshop, build the structured list of PPAs using Form 2b by populating additional columns for:**

- **Col. 1: the development sector and sub-sector you are planning for**
- **Col. 2: the previously formulated goal for the sector**
- **Col. 3: indicate the strategy/ies or objectives**
- **Col. 4: indicate the core concerns of the sector / sub-sector**
- **In Col. 5: identify the indicator of development or underdevelopment based on the LDIs/RaPIDS**

**Time allocation: 30 minutes**





SECTOR / SUB-SECTOR	GOALS	STRATEGY/ OBJECTIVES	CORE CONCERNS	INDICATOR OF DEVELOPMENT OR UNDERDEVELOPMENT (LDIs/RaPIDS)	PROGRAM	PROGRAM COMPONENTS	ACTIONS/INTERVENTIONS
SECTOR: <u>ECONOMIC</u>  SubSector: <u>Agriculture</u>	To raise average income of farming households	Enhance farm based income	Agricultural Production	<ul style="list-style-type: none"> <li>Volume/value of agricultural crop production by major crop. 2 reference years</li> </ul>	1. Increased farm yield	1.10 Intensify production support services	1.11 Install communal pump irrigation 1.12 Promote use of certified seed
						1.20 Improve post- harvest facility	1.21 Construct mechanical dryers 1.22 Put up storage facilities



# Transforming Goals into Actions



# Steps in Transforming Goals into Actions



Consolidate all policy options transformed into goal statements

**1**

Process the goal statements

**2**

Prioritize the goal statements

**3**

Sort the prioritized goals

**4**

Formulate strategy

**5**

Elaborate each strategy

**6**

Structure Solutions

**7**



Consolidate all policy options transformed  
into goal statements generated from:

- Problem – Solution Matrix
- Vision – reality Gap analysis
- Map overlays
- CBMS
- LGPMS



2



## Process the goal statements



Weed out duplications



Combine goals pertaining to same  
subject

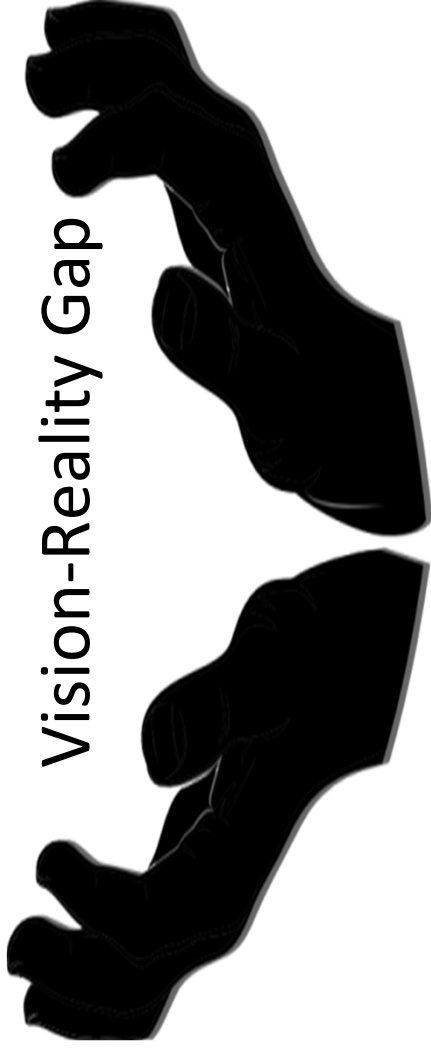




3



Prioritize the goal statements



Vision-Reality Gap

Goal



Prioritize





## Sort the prioritized goals

4



**SIMPLE**

suggests an explicit action and a clearly identifiable actor or responsibility center to carry out the action

**COMPLEX**

multi-faceted and require the involvement of different sectors to carry out the action they suggest



# Quick exercise: Simple or complex?

To make clean safe drinking water accessible to all rural barangay households	COMPLEX
To enact an anti-jaywalking ordinance	SIMPLE
To concrete-pave all streets in the Poblacion	SIMPLE
To reduce vulnerability of poor residents to natural disasters	COMPLEX



# Examples

Simple Goals	Complex Goals
To enact an anti-jaywalking ordinance	To make clean safe drinking water accessible to all rural barangay households
To concrete-pave all streets in the Poblacion	To reduce vulnerability of poor residents to natural disasters
To vaccinate all infants less than one-year old	To double the average income of farming households



# Sort the prioritized goals

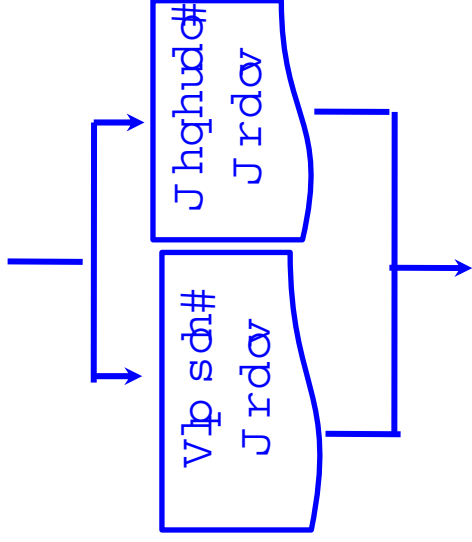


**SIMPLE**

Ghwhup lqjqj #  
Srdf | #R swtr qv

Projects	Non-Projects	Legislation

Vhwjqj #J rdav #  
R emfwy hv # #  
Wduj hnw



VWUX FWX UIQ J #  
VR\_OX WIR O V



Sort the prioritized goals

4



## COMPLEX

- Analyze complex goals and further break them down into the more manageable components so as to identify the actions needed and the actors or responsibility centers to carry them out.
- Examine its various facets or various aspects of the problem goal which they intend to resolve or reverse



5



Formulate strategy



Formulate a strategy that addresses each facet of the goal/problem



6



## Elaborate strategy



Elaborate each strategy by identifying its program components, each program its project and activity components.





**Sectoral Goal**

**Strategy 1**

**Strategy**

**Program 1**

**Program 2**

**Program 3**

**Program 4**

**ACTIONS /  
INTERVENTIONS**



## **SESSION 5**

### **Preparing the Implementation Instruments**

#### **Objectives**

By the end of this session, participants shall have:

1. Prepared project briefs of identified development projects based on the Structured List of PPAs;
2. Come up with a list of priority projects for investment programming;
3. Identified strategies for Resource Mobilization;
4. Prepared the Local Development Investment Program;
5. Prepared the Annual Investment Program;
- 6.
7. Prepared their Annual Accomplishment Report
8. Crafted a Monitoring and Evaluation Plan to assess the impact of the projects, and determine whether these need to be sustained and revised.

#### **Duration**

- 7 days

#### **Process**

##### **Part 1: Crafting the Project Brief**

Start by linking the previous topic to the discussion. After sifting the identified solutions into programs, projects, activities, legislation and services, the participants will now prepare the project briefs. It has been a common practice that the proponent of the project will formulate the project brief. However, there are also cases in which activities will be done by various departments in the LGU, hence preparing the project brief becomes a collaboration.

Emphasize that the project briefs need to be prepared first before prioritizing. It was a practice in the past that only projects deemed “urgent” will be prioritized. However, the urgency of a project or its relevance in general cannot be truly determined by just its title. The project brief will provide the participants the necessary insight to determine if a project is urgent, if it can mitigate hazards, if it has an impact on LGU resources, if it complements other projects, and if it achieves sectoral goals.

Present the template for the Project Brief, and describe the different parts:

1. Title – short and specific, can be catchy/ localized.
2. Description – briefly describe what the project is.
3. Rationale/ Justification - state the reason for implementing the project, the issue/s it will address.

4. Components/ Activities – this will include IEC campaigns, meetings, trainings, procurement activities and other activities as applicable in order to implement the project.
5. Estimated Cost of Inputs – refers to the estimated expenses that will be incurred for project implementation, and will include the source of funds.
6. Implementing Units/ Agencies – LGU will identify partner agencies that would provide assistance (financial or technical), as well as the responsible unit in the LGU that would oversee project implementation.
7. Target Beneficiaries – the LGU shall specify the target beneficiaries, this will aid in the project prioritization in determining the impact of the project.
8. Outputs/ Success Indicator – this refers to targets that need to be achieved upon project completion, and will form part of the monitoring plan of aid project.
9. Possible Risks/ External factors that could affect the realization of the project – this refers to variables, both internal and external, that would affect project implementation and completion, to include mitigating measures
10. Plan for Monitoring and Evaluation – this would include the ff. data: who will monitor, what indicators will be monitored, how often should the indicators be monitored, what are reports required, where to submit monitoring report

### **Workshop 1:**

Group the participants according to the department in which they belong, or according to development sector. Ask them to evaluate the list of PPAs and identify the development projects.

Provide the template for the Project Brief and ask the participants to prepare one for each development project.

Ask the participants to choose one member from their group to present their outputs. Solicit feedback from other participants, and provide inputs to enhance the project briefs.



*TIP: The template may be provided in advance to the participants to facilitate the conduct of the workshop. In the case of some LGUs, there may be existing project briefs that will need to be enhanced.*

*In providing inputs, check the consistency of the rationale with the issues identified in the Problem-Solution Finding Matrix (PSFM), and the integration of CDRA results as applicable. Reiterate that the data in the brief should be specific because this will facilitate the prioritization later on.*

## Part 2: Prioritizing the Identified Projects

Begin by saying that the outputs of the previous workshop will now be the basis for prioritizing the projects for funding and investment programming.

Before ranking, the facilitator will discuss the **Prioritization Tools**, emphasizing the need to use the four tools for a more accurate picture of what projects need to be prioritized. The facilitator may add that if only one tool is used, though the project may be urgent, it may not complement other projects or may have a negative impact on LGU resources.

1. **Compatibility-Complementarity-Conflict Matrix** – this determines the relationships of the projects; those that are in conflict with most projects will either be deferred or their project briefs revised.
2. **Level of Urgency** – this determines whether the implementation of a project is necessary for public improvement, integrating DRR criteria.
3. **Resource Impact Matrix** – this examines the project's demand or impact on LGU resources (natural, infrastructure, human and financial).
4. **Goal Achievement Matrix** – this operates a scoring calculation on a list of projects based on sectoral goals

### Workshop 2:

After discussing the tools, the facilitator will group the participants according to the sectors present in the LGU (i.e. Farmers, Women and Youth, Academe, Faith-based organizations).

Using the Technical Notes, the facilitator will guide the participants in prioritizing the identified projects. They will see the project briefs to aid in scoring the projects.

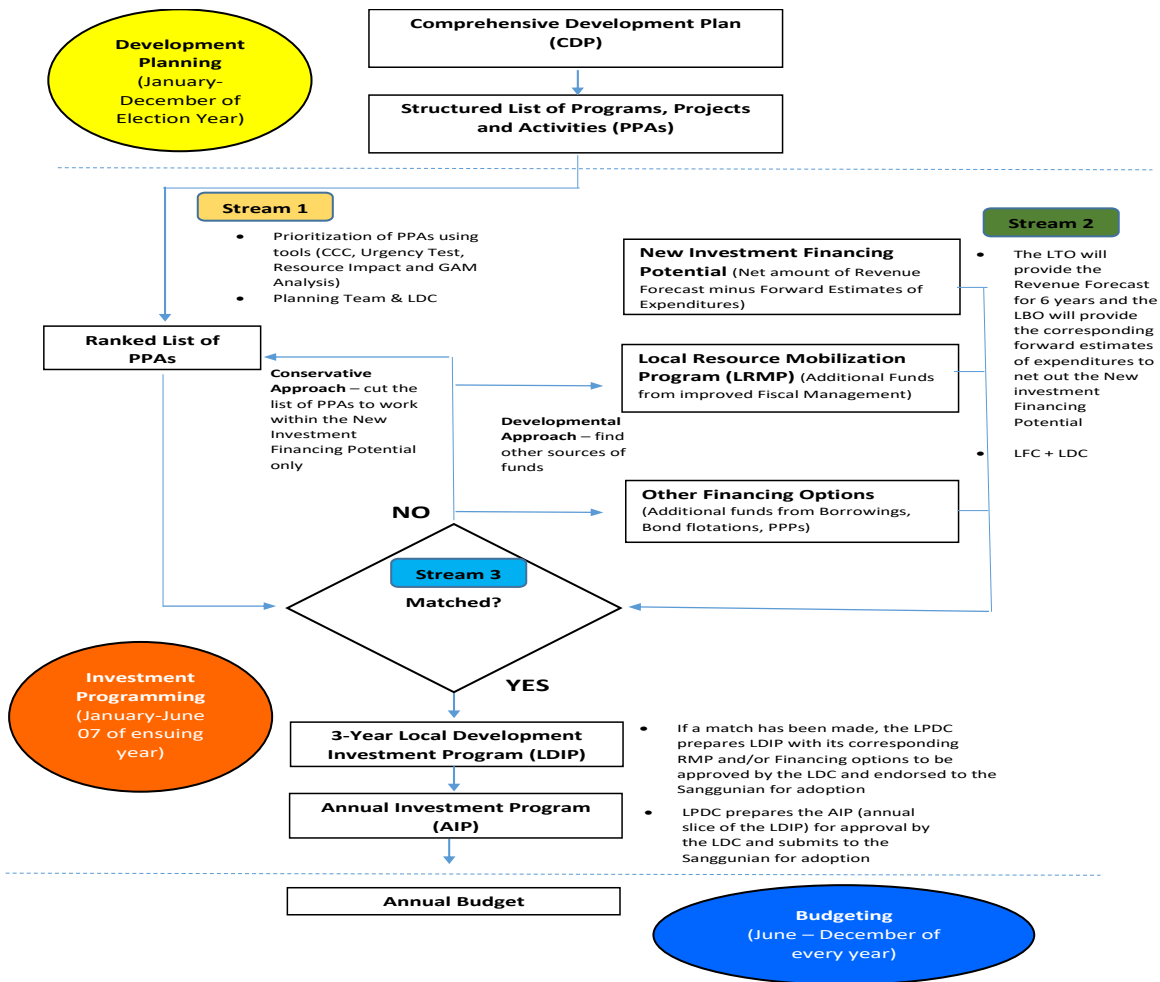
After the workshop, the list of ranked projects will be presented in plenary for comments.



*TIP: Before prioritizing, make sure that you have clustered similar activities into one project. It would also be good if projects can easily be located in a map for the participants to see whether the implementation of infrastructure projects are complementary or contradictory. Reiterate the need to be more specific in writing their rationale/ justification, the outcomes of the project, etc. These will help them decide whether a project is urgent, beneficial and can reduce disaster risks.*

### Part 3: Projecting Investment Potentials and Preparing the Resource Mobilization Plan

For this topic, present the framework below:



Explain the three (3) streams in development planning. While development projects are being prioritized (Stream 1), the Local Finance Committee can already start preparing the revenue forecast, and prepare the Resource Mobilization Plan.

Briefly explain what a Resource Mobilization Plan is and how it helps the LGU in securing new and additional finances, or human resources for the implementation of development projects.

Workshops on the preparation of this plan is conducted by the Department of Finance through the Bureau of Local Government Finance (DOF-BLGF).

After the workshops on prioritization and resource mobilization, the participants will assess if the funds are sufficient to fund all the development projects within the next six (6) years. The LGU can choose one of two approaches: the conservative approach or the developmental approach.

In the conservative approach, the list of priority projects will be shortened to work within the financing potential of the LGU. The developmental approach, on the other hand, would seek to fund all priority projects by identifying other financing options, such as grants, loans or private partnerships.



*TIP: Recommend the developmental approach by emphasizing that the priority list of projects were identified to address the most pressing needs of the LGU. Reiterate that LGUs have improved financial capacity due to the Mandanas ruling, in which revenue allotment for local governments were increased by around 30%.*

#### **Part 4: Preparing the Local Development Investment Program (LDIP) and Annual Investment Program**

Begin by defining what the Local Development Investment Program (LDIP) is. Emphasize that the LDIP is the link between the CDP and budget. It translates the CDP into programs and projects that are essential for the promotion of the general welfare.

Explain that an investment program is a program that utilizes the investible portion of the local budget. The investible portion includes the 20% revenue allotment, non-office maintenance and other operating expenses (MOOE) and non-office capital outlay (CO).

Show the template for the LDIP and discuss how to accomplish the form based on the ranked projects.

Note that the LDIP should have a time frame of three (3) years. Its annual component is referred to as the Annual Investment Program (AIP).



*TIP: Investment programs must be spatially, rather than just sector-focused. The projects must therefore be selected not only for their potential to satisfy sectoral requirements but also for their impact on the direction and intensity of growth geared toward the realization of the vision.*

Discuss **Climate Change Expenditure Tagging (CCET)**. This is the process of prioritizing and assigning codes to climate change programs, projects and activities. This will also be done during the preparation of the Annual Investment Program.

CCET helps local government units:

- Identify, prioritize, and tag climate change programs, projects, and activities (PPAs)
- Take stock of climate change PPAs, track and report climate change expenditures

Climate change expenditures can be either adaptation or mitigation measures.

The RS will show some example of the Climate Change Topologies for LGUs from DBM-DILG JMC No. 2015-01 dated July 23, 2015.

Afterwards, discuss the coding for the Provincial Results Matrix, which localizes the Philippine Development Plan and Sustainable Development Goals (PDP-SDG).

Part of the localization processes is the validation and identification of applicable core and relevant indicators from the PDP-SDG and Regional Results Matrix that the provinces, highly urbanized cities, component cities and municipalities can address or are addressing. It demonstrates the alignment of local plans and programs with that of national goals and international commitments.



*TIP: It is better for participants to be provided with the updated Provincial Results Matrix. This will facilitate the accomplishment of the LDIP form, and will also make it easier to check if the priority programs and projects are aligned with the objectives of the province. This will also help in identifying the programs and projects that may be funded by the provincial government.*

*Note: Please refer to Annex 5 for the presentation materials.*



**TRAINER'S TRAINING ON  
RISK-INFORMED COMPREHENSIVE  
DEVELOPMENT PLAN FORMULATION**

**CAPACITY DEVELOPMENT  
AGENDA FORMULATION**







# **CAPACITY DEVELOPMENT AGENDA (CAPDEV)**



## **CAPACITY DEVELOPMENT**

- **Any system, effort or process which aims to strengthen the capability of local elective officials, department heads and personnel of the LGU to:**
  - **Plan**
  - **Implement**
  - **Manage or evaluate policies, strategies or programs**
  - **Designed to impact on social conditions of the community**



## Capacity Development

- Enhancing **individual** competencies and **organizational** capacity through **strategic** and **integrated interventions** to **equip and empower** LGUs to **fulfill their** **accountabilities**, and produce **desired results**



# CAPACITY

- **Ability** of LGUs to **perform** functions to fulfill their accountabilities and produce desired results



# PERFORMANCE

- **Effectiveness** of the LGU in doing its **mission** or what its **mandate** says, and producing **desired results**

# Capacity and Performance

## Capacity

**Resources,  
enabling  
mechanisms**

to run...

**Processes  
Systems  
Programs**

to produce/  
deliver ...

**Products  
Services**

that lead/  
contribute to ...

**Benefits**

that meet the  
needs of  
constituents  
and lead to...

**Development**

Improvement  
in the lives of  
constituents  
(e.g., MDG)

## Performance

*Ability of LGU to perform  
functions to fulfill their  
accountabilities and produce  
desired results*

**“means”**

*Effectiveness of the LGU in doing its  
mission or what its mandate says,  
and producing desired results*

**“end”**

# Performance vs. Capacity

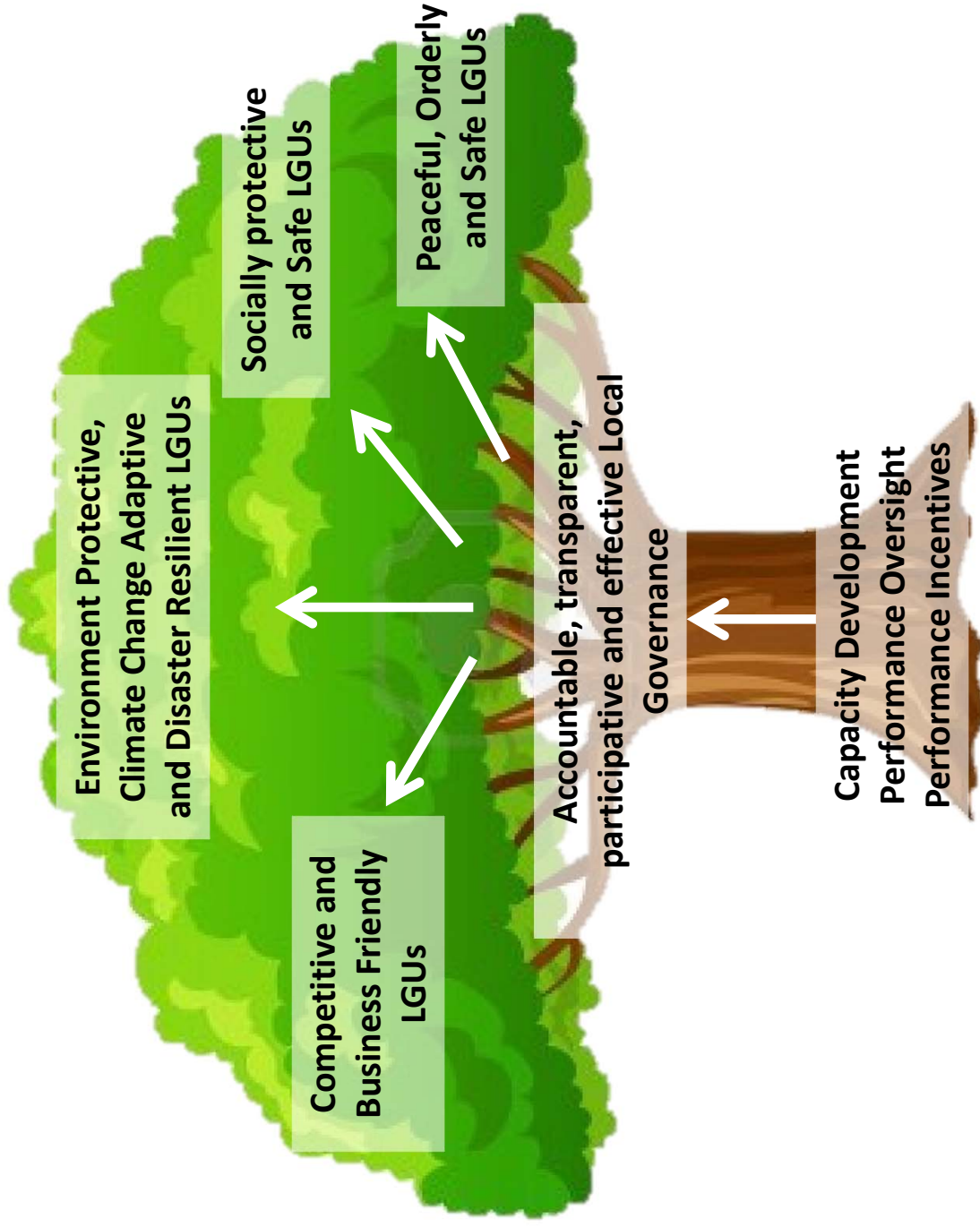
## Performance

- Increase in farmers participating in agri-extension program
- Increase in business registration
- Increase in local revenues
- Increase in income of farmer households
- Decrease in infant mortality
- Client satisfaction
- Compliance with Environmental Code

## Capacity

- Appropriate organizational structure
- Competent employees
- Efficient and effective Management systems
- Enabling policies
- Presence of Knowledge management mechanisms
- Adequate resources
- Effective leadership

# LGU Capacity and Performance

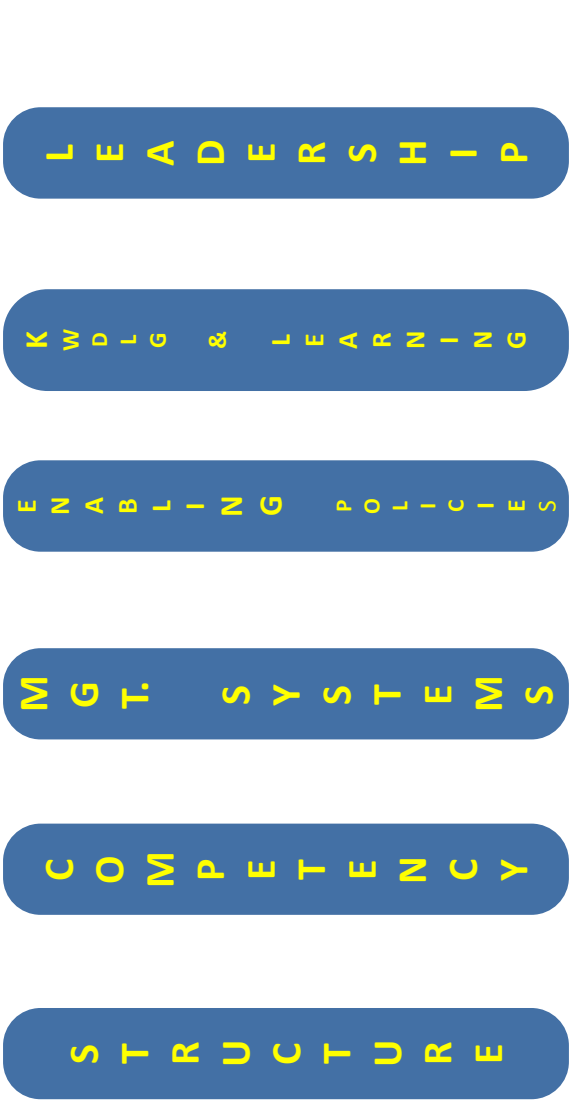


-----Performance

Capacity



**Environment Protective, Climate Change Adaptive  
and Disaster Resilient LGUs**



**Pillars of  
Capacity**



# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<p><b>1. STRUCTURE</b></p> <ul style="list-style-type: none"><li>• Presence of office, committee with defined authority and accountability for performing the necessary functions within a program</li><li>• In place or formally established</li><li>• Functional with appropriate staffing/membership, meeting regularly, producing required outputs, provided with budget</li></ul>	<ul style="list-style-type: none"><li>• Presence/absence of formal structure?</li><li>• Functional?<ul style="list-style-type: none"><li>- appropriate staffing/membership,</li><li>- meeting regularly</li><li>- producing required outputs</li><li>- provided with budget</li></ul></li></ul>

# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<p data-bbox="504 1653 544 2033"><b>2. COMPETENCY</b></p> <p data-bbox="647 1128 804 2033"><b>Knowledge and skills of people who need to perform their assigned functions in the program</b></p> <ul data-bbox="871 1218 1198 1951" style="list-style-type: none"><li data-bbox="871 1375 919 1951">➤ <b>Technical competencies</b></li><li data-bbox="986 1218 1198 1951">➤ <b>Program management competencies such as: planning, designing, implementing and monitoring and evaluation</b></li></ul>	<ul data-bbox="647 327 919 1093" style="list-style-type: none"><li data-bbox="647 327 804 1093">• <b>Level of proficiency (proficient, needs improvement, not proficient)</b></li><li data-bbox="871 327 919 1093">• <b>Level of motivation/productivity</b></li></ul>

# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<p data-bbox="507 1406 552 2033"><b>3. MANAGEMENT SYSTEMS</b></p> <p data-bbox="667 1169 772 2033"><b>Systems, processes and procedure for managing programs</b></p> <ul data-bbox="836 1330 1050 1948" style="list-style-type: none"><li>➤ <b>Planning and budgeting</b></li><li>➤ <b>Design and development</b></li><li>➤ <b>Implementation</b></li><li>➤ <b>Monitoring and evaluation</b></li></ul>	<ul data-bbox="667 309 1161 1093" style="list-style-type: none"><li>• <b>Documented? (manual, flowchart, plan, protocols, SOP)</b></li><li>• <b>Approved?</b></li><li>• <b>Standardized?</b></li><li>• <b>Streamlined?</b></li><li>• <b>User-friendly/customer-focused?</b></li><li>• <b>Implemented/used?</b></li><li>• <b>Participatory?</b></li><li>• <b>Transparent?</b></li></ul>

# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<b>4. ENABLING POLICIES</b>	
<p><b>Presence of policy and legislative support for:</b></p> <ul style="list-style-type: none"><li>➤ <b>Planning, developing, implementing, monitoring and evaluating service delivery functions, programs and projects</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Presence/absence?</b></li><li>• <b>Sufficient/effective/with gaps?</b></li><li>• <b>Conflicting?</b></li><li>• <b>Up-to-date?</b></li><li>• <b>Disseminated?</b></li></ul>

# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<p><b>5. KNOWLEDGE AND LEARNING</b></p> <p><b>Mechanisms for generating, analyzing and using data and information as basis for decision-making and continuous improvement</b></p>	<ul style="list-style-type: none"><li>• <b>Data or database is accessible to and used by stakeholders?</b></li><li>• <b>M &amp; E data are used</b></li><li>• <b>Engaging citizens/stakeholders to provide feedback on service delivery</b></li><li>• <b>Continuous benchmarking with good practices</b></li><li>• <b>Comparing own performance with other LGUs</b></li><li>• <b>Documenting and sharing good practices</b></li></ul>

# CAPACITY PILLARS

PILLAR	POINTS FOR ASSESSMENT
<p><b>6. LEADERSHIP</b></p> <p><b>Presence of mechanism for:</b></p> <ul style="list-style-type: none"><li>➤ <b>Defining vision, mission and values and setting strategic directions</b></li><li>➤ <b>Ensuring transparency and accountability in the LGU's operations</b></li><li>➤ <b>Instituting participatory mechanisms</b></li><li>➤ <b>Establishing partnerships and collaboration</b></li><li>➤ <b>Visible sponsorship of programs</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Social Contract, CDP-ELA, Strategic Plan, etc.</b></li><li>• <b>SGH Compliance, Ulat ng Bayan</b></li><li>• <b>Involvement of CSOs, citizens</b></li><li>• <b>Feedback mechanisms</b></li><li>• <b>Partnerships with NGAs, regional, sectoral groups, private sector, media, etc</b></li></ul>

1. **CBMS**
2. **EBPLS**
3. **MDC**
4. **PLEB**
5. **TODA**
6. **Planning Database from CBMS**
7. **Revenue Code**
8. **MDRRMO Plantilla**
9. **Mun. Market**
10. **Inventory of Roads**
11. **Tax Mapping**
12. **Registration of Voters**
13. **Registration of Business**
14. **NGOs/CSOs Accreditation**
15. **CSO Convention**
16. **GAD Mainstreaming Seminar**
17. **Investment and Incentive Code**
18. **General Services Office**
19. **LGU Water System**
20. **MOA with Sanitary Landfill**
21. **Conduct of SOMA**
23. **Provision of Anti-drug Abuse Support to  
Barangays**
24. **Suspension of Classes**
25. **Purchase of Ambulance**

# **FAMILIARIZATION**



# What is the Capacity Development Agenda

- A **roadmap** of appropriate **individual and organizational** enhancement interventions
  - within specific timeframes
  - identified milestones and deliverables
  - available and accessible resources
- .... to **address priority** capacity development needs along defined **LGU performance outcomes**

**HOW TO DO THE CAPDEV?**

# Workshop

CHANGE MATRIX		
	PERFORMANCE	
<p><b>CURRENT STATE</b> (Ano ang kasalukuyang sitwasyon, kakulangan, problema?)</p>	<p><b>DESIRED STATE</b> (Ano ang mangyari kapag natugunan ang problema o kakulangan?)</p>	<p><b>INTERVENTION</b> (Ano ang mga aksyon na dapat gawin?)</p>
<p><b>Example:</b> <b>REVENUE GENERATION</b></p> <ul style="list-style-type: none"> <li>▪ Revenue Code is not updated</li> <li>▪ Low Collection Efficiency</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revenue Code updated</li> <li>▪ Increase collection efficiency</li> </ul>	<ul style="list-style-type: none"> <li>• Local Finance Committee to review existing tax bases</li> <li>• Conduct workshop on updating the Revenue Code</li> <li>• Adopt Financial Management Information System</li> </ul>

# SAMPLE CAPACITY CHANGE MATRIX

CHANGE MATRIX	
PERFORMANCE	A
<b>Current State</b>	<b>Desired State</b>
<b>Solid Waste Management</b>	
<ul style="list-style-type: none"> <li>• 5MT/ day solid waste dumped in dumpsite</li> <li>• ___ (#) of household practicing waste segregation</li> <li>• “Huge” waste heaps on the coastline</li> <li>• Low compliance to Environmental Code</li> </ul>	<ul style="list-style-type: none"> <li>• Solid waste dumped in dumpsite reduced by 60% in 3 years</li> </ul> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Households practicing waste segregation increased to ___ %</li> <li>• Waste heaps in the coastline reduced to “none”</li> <li>• Compliance to Environmental Code improved by ___ %</li> </ul>
CAPACITY	
Desired State	B2
<b>Current State</b>	<b>Intervention</b>
<p><b>Structure</b></p> <p>MENRO and staff are all designates</p> <ul style="list-style-type: none"> <li>- Operational strategy half-baked</li> <li>- Inadequate service delivery</li> </ul> <p>SWMB organized but not functional</p> <ul style="list-style-type: none"> <li>- Poor plans and programs</li> <li>- Insufficient financial support</li> </ul>	<p>Appointment of MENRO and staff</p> <ul style="list-style-type: none"> <li>• Provision of budget</li> <li>• Strategic planning</li> <li>• Team and commitment building</li> <li>• Regular meetings</li> <li>• Formulate SWM plan</li> </ul> <p>Creation of TWG with focus on M&amp;E of SWM Plan</p> <p>Reactivation and reorientation of the ESWMB</p> <p>Conduct of monthly meetings</p> <p>Issuance of designation</p>
Desired State	B3
<p>MENRO appointed with office and personnel</p> <ul style="list-style-type: none"> <li>- Operational strategy are in place</li> <li>- Service delivery very satisfactory</li> </ul> <p>Functional SWMB with regular meetings and proper coordination</p>	
Current State	B1



# Sample CapDev Agenda

Current state of capacity	Desired state of capacity	Capacity Development Interventions	Expected Output	Target of CapDev	Time Frame	Funding Requirements			Process owner/ Office responsible	Source of support/ Technical Assistance
						Yr 1	Yr 2	Yr 3		
1	2	3	4	5	6	7	8	9	10	11
<b>Structure</b> ESWMB organized but not functional	Functional ESWMB with regular meetings and proper coordination	Activation of SWM Board	Memo of Understanding defining roles of the SWM Board	Members of the SWMB	3 mos	P30K			Environment Officer or Designate or the MPDC	DILG-MLGOO, LGRRC, or DENR-EMB Regional Office
MENRO and staff are all designates - Operational strategy half-baked - Inadequate service delivery	MENRO appointed with office and - Personnel operational strategy are in place - Service delivery very satisfactory	Appointment of MENRO and staff - Provision of budget - Strategic planning - Team and commitment building - Regular meetings - Formulate SWM plan	MENRO created	MENRO	1 year	100K			Office of the Mayor, SB	DILG, MLGOO (TA)

# Sample CapDev Agenda

Current state of capacity	Desired state of capacity	Capacity Development Interventions	Expected Output	Target of CapDev	Time Frame	Funding Requirements			Process owner/ Office responsible	Source of support/ Technical Assistance
						Yr 1	Yr 2	Yr 3		
1	2	3	4	5	6	7	8	9	10	11
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MENRO and staff are all designates - Operational strategy half-baked - Inadequate service delivery	MENRO appointed with office and personnel - Operational strategy are in place - Service delivery very satisfactory	Appointment of MENRO and staff - Provision of budget - Strategic planning - Team and commitment building - Regular meetings - Formulate SWM plan	MENRO created	MENRO	1 year	100K			Office of the Mayor, SB	DILG, MLGOO (TA)







**Conclusion!**

**Working Together  
and Moving Forward  
Towards One Vision!**

**“FOR TOMORROW BELONGS  
TO THE PEOPLE WHO  
PREPARE FOR IT TODAY” .  
AFRICAN PROVERB**

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# PRIORITY LEGISLATIVE REQUIREMENTS

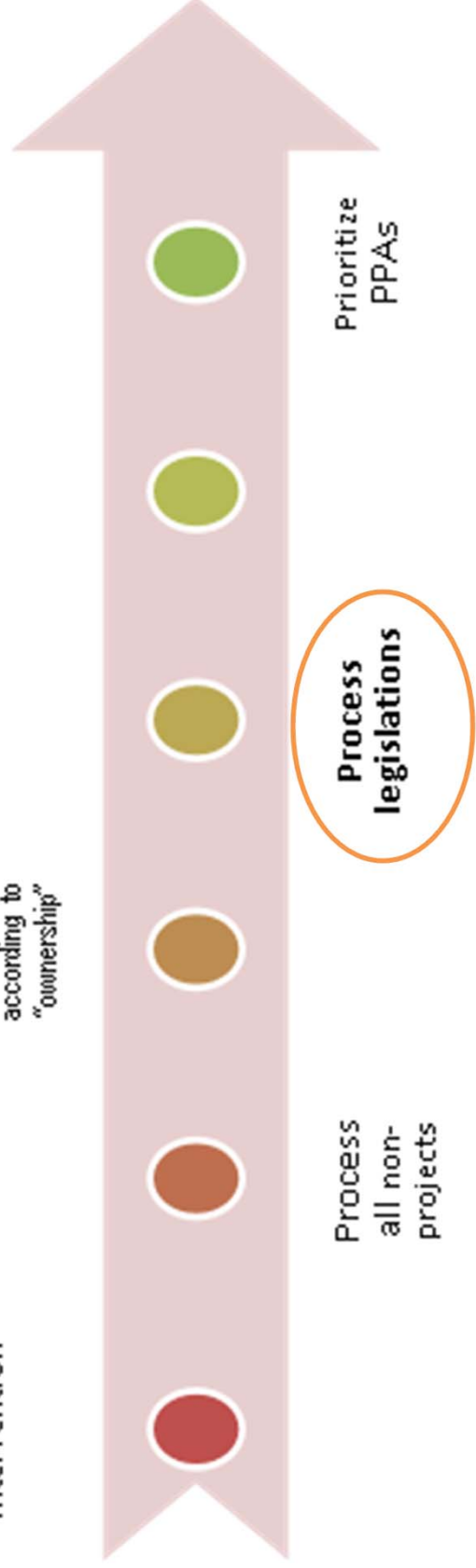


# Structure Solutions

Sift Actions/  
Intervention

Sift all  
projects  
according to  
"ownership"

Do initial  
screenin





**Regulatory measuresor Legislations may take in the form of resolutions and ordinances enacted by the Sanggunian or executive and administrative orders issued by the local chief executive.**



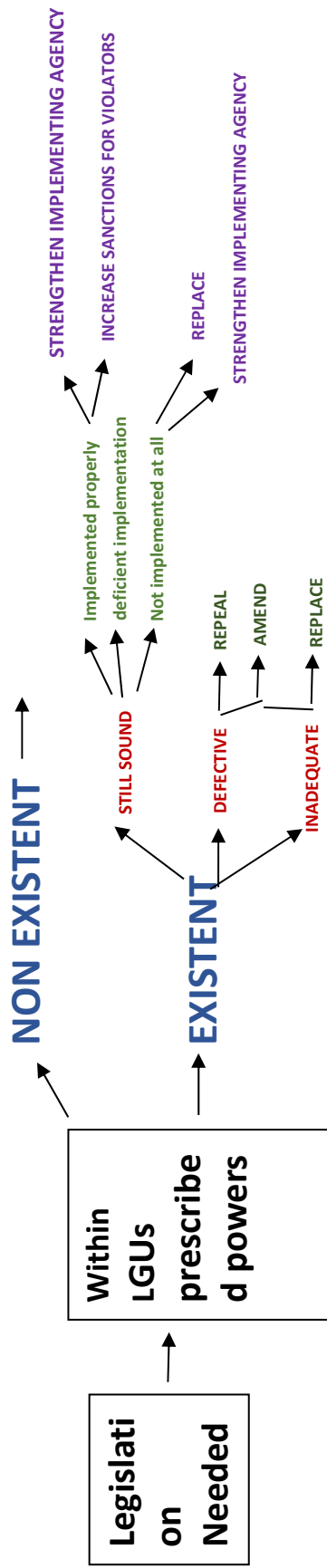
# DETERMINING LEGISLATIVE REQUIREMENTS

## Problem –Solution Finding Matrix

OBSERVED CONDITION	CAUSES (EXPLANATIONS)	IMPLICATIONS	POLICY OPTIONS
			Programs
			Projects
			Services/Non Projects
			Legislations



# DEVELOPING LEGISLATIVE REQUIREMENTS





## new legislation

### DEVELOPING LEGISLATIVE REQUIREMENTS



- Is it needed?
- Is it within the limits of the prescribed powers of the LGU?
- Is it necessarily implied from the prescribed powers of the LGU?
- Is it really necessary, appropriate, or incidental for the LGU's effective and effective governance?
- Is it essential to the promotion of the general welfare?





## CDP Preparation Template Form 5.b. Priority Legislative Requirements Summary Form

Sector	Goal	Objective	Priority Programs and Projects	Legislative Requirements	Time Frame	Committee Responsible
Economic	Improved local economy	To increase investments by 2019 and onwards	Investment Promotion Program	Amendment of Investment Code	2019	Finance, Appropriations, ways and means
Institutional	Improved capacity of LGU	To reduce fiscal gap by 1 <sup>st</sup> quarter of 2021 and beyond	Revenue Enhancement Program	Updating the Revenue Code	2020	Finance, Appropriations, Ways & Means
Environment	Improved marine environment		Mangrove Rehabilitation Program	SB Resolution adopting a Mangrove Rehabilitation in the LGU	2017	Environment



# CDP Preparation Template Form 5.b. Priority Legislative Requirements Summary Form

Sector	Goal	Objective	Priority Programs and Projects	Legislative Requirements	Time Frame	Committee Responsible



## LEGISLATIVE AGENDA

1. Primary tool of the Sanggunian in performing its role as the legislative body of the LGU
2. Roadmap to guide the Sanggunian in the formulation and enactment of appropriate ordinances and resolutions during their term of office
3. Should have a timeframe of 3 years consistent with the term of office

# RANK PROGRAMS AND PROJECTS



Support to the Local Government Units for More Effective and  
Accountable Public Financial Management (LGU PFM 2 Project)



- Conflict-Compatibility-Complementarity Matrix
- Level of Urgency
- Resource Impact Matrix
- Goal Achievement Matrix (GAM)



Support to the Local Government Units for More Effective and Accountable Public Financial Management (LGU PFM 2 Project)



**Conflict-Compatibility-Complementarity Matrix**

PROPOSED PROJECTS	PROJECT 1	PROJECT 2	PROJECT 3	PROJECT 4	PROJECT 5	PROJECT 6	PROJECT 7
PROJECT 1							
PROJECT 2							
PROJECT 3							
PROJECT 4							
PROJECT 5							
PROJECT 6							
PROJECT 7							

**INSTRUCTIONS:**

1. Indicate relationships among the proposed projects.
  - a) If relationship is one that is **repetitive or redundant**, mark the appropriate cell with **Y**.
  - b) If relationship is one of **conflict** (where the expected benefits of the projects tend to nullify each other or when the implementation of one obstructs the implementation another), mark the appropriate cell with an **X**.
  - c) If relationship is one of **complementarity**, mark the appropriate cell with an **O**.
  - d) If relationship is one of **compatibility** (or if it is neutral), leave the **cell blank**.
2. Consolidate projects identified as redundant or repetitive and decide on the appropriate proponent office.
3. Remove projects which conflict with many or most of the other projects.
4. Revise projects which conflict with some but are compatible or complementary with others to resolve the conflict(s).

## 4. Rank Programs and Projects by Level of Urgency

**URGENT**

- Cannot be reasonably be postponed
- Would remedy conditions dangerous to public health, safety & welfare
- Needed to maintain critically needed programs
- Needed to meet emergency situations

**ESSENTIAL**

- Required to complete or make usable a major public improvement
- Required to maintain minimum standards as part of on-going programs
- Desirable self-liquidating projects
- External funding is available





## NECESSARY



- Should be carried out to meet clearly identified and anticipated needs
- Needed to replace obsolete or unsatisfactory facilities
- Repair or maintenance projects to prolong life of existing facilities

## DESIRABLE



- Needed for expansion of existing projects
- Designed to initiate new programs considered appropriate for a progressive community

## ACCEPTABLE



- Can be postponed without detriment to present operations if budget cuts are necessary

## DEFERRABLE



- Recommended for postponement or elimination from immediate consideration in the current LDIP
- Questionable in terms of over-all needs, adequate planning or proper timing.





# RESOURCE IMPACT MATRIX

FORM 4 - PROJECT/RESOURCE IMPACT MATRIX

PROPOSED PROJECTS	NATURAL RESOURCES	HUMAN RESOURCES	INFRA-STRUCTURE	FINANCIAL	TOTAL IMPACT	
					(+)	(-)

- (+) Indicates that projects increases stock or improves quality of existing resources
- (-) Shows depletion of stock or reduction in quality of existing resources.

# RESOURCE IMPACT MATRIX

Examine each item in terms of demand or impact of each type of resources. If the rating is done by each individual member of the LDC or a small group, the rating should be done as follows:

- *If the project contributes to an increase in the quantity or an improvement in the quality of resources, put a positive sign (+) in the appropriate cell.*
- *If the project is expected to lead to a decrease in the quantity or lowering of the quality of the resource, put a negative sign (-) in the appropriate cell.*
- *If no effects are seen, one way or the other put a zero (0) in the appropriate matrix cell.*

Enter the positive scores and the negative scores in the proper cell.

Subtract the total negative from the total positive scores in the proper cell.

Reject the projects with net negative scores.

Re-arrange the projects with the net positive scores from the highest to the lowest. Put the estimated cost opposite each project.



## Using the Goal Achievement Matrix (GAM) for Ranking & Prioritizing Programs & Projects

Goal Achievement Matrix (GAM) is essentially a listing of the LGU's social and political goals, weighed according to the local administration's priorities and commitments and consensus – based sectoral goals set by the community.

The extent to which proposed projects contribute to the attainment of these goals is then estimated.



## Using the Goal Achievement Matrix (GAM) for Ranking & Prioritizing Programs & Projects

1. Divide the participants into clusters representing various societal sectors, e.g.

- ❖ Business
- ❖ Government
- ❖ Academe
- ❖ Women
- ❖ Religious/ Faith-based
- ❖ Elderly / Persons with Disabilities
- ❖ Youth



## Using the Goal Achievement Matrix (GAM) for Ranking & Prioritizing Programs & Projects

2. Make sure your projects are LGU-owned, or co-owned with the national government or private sectors.
3. List the projects corresponding to the numbers in the GAM
4. Based on the perceived importance of each goal to the interests of the sector one group represents, assign weights to each goal. The numerical total of the weights should be 1 or 100%.



# USING GAM FOR RANKING & PRIORITIZING PROGRAMS & PROJECTS

## SECTORAL GOALS

SECTOR: **BUSINESS**

GOAL	SECTOR ASSIGNED WEIGHT	RATING	PROJ. NO. 1	RATING	PROJ. NO.2	RATING	PROJ. NO.3
1. Preservation and enrichment of culture	0.05	3					
2. Promotion of health and safety	0.15	1					
3. Enhancement of the people's right to a balanced ecology	0.10	-3					
4. Support for appropriate and self-reliant technology	0.30	2					
5. Improve public morals	0.20	-2					
6. Promote full employment	0.20	3					
<b>TOTAL</b>	<b>1 or 100</b>						

Projects resulting from the Urgency and Conflict-Compatibility-Complementarity Test

This is the rating of the project vis-a-vis the goal. (See Rating Scale)

Weight given according to the perceived importance of the goal to the interests of a societal sector.

**Sector Assigned Weight X Rating = Score**

Using the Goal Achievement Matrix (GAM) for Ranking & Prioritizing Programs & Projects

7. Rate each proposed project using the following scale:
- 3 : *Project contributes greatly to the fulfillment of goal*
  - 2 : *Project contributes moderately to the fulfillment of goal*
  - 1 : *Project contributes slightly to the fulfillment of goal*
  - 0 : *Project does not contribute to the fulfillment of the goal*
  - 1 : *Project slightly inconsistent of the goal*
  - 2 : *Project moderately inconsistent of the goal*
  - 3 : *Project greatly contradicts the goal*



SECTOR: \_\_\_\_\_

GOAL	SECTOR ASSIGNED WEIGHT	PROJECT NO. 1 - ECO-TOURISM		PROJECT NO. 2 SOC. HOUSING		PROJECT NO. 3 - INVESTMENT CODE	
1. Preservation and enrichment of culture	0.05	2	0.1	0	0	(2)	-0.10
2. Promotion of health and safety	0.15	1	0.15	2	0.30	0	0
3. Enhancement of the people's right to a balanced ecology	0.10	3	0.30	(1)	-0.30	(1)	-0.03
4. Support for appropriate and self-reliant technology	0.30	0	0	(2)	0	2	0.60
5. Improve public morals	0.20	2	.40	0	0	0	0
6. Promote full employment	0.20	2	.40	2	.80	3	0.60
<b>TOTAL</b>	<b>1 or 100</b>		<b>1.35</b>		<b>.80</b>		<b>1.1</b>

**Sector Assigned Weight X Rating = Score**



SECTOR: \_\_\_\_\_

GOAL	SECTOR ASSIGNED WEIGHT	PROJECT NO. 1 - ECO- TOURISM	PROJECT NO. 2 SOC. HOUSING	PROJECT NO. 3 - INVESTMENT CODE
1. God loving citizen	Red	Green, Yellow	Green, Yellow	Green, Yellow
2. Ecologically balanced	Red	Green, Yellow	Green, Yellow	Green, Yellow
3. Safe tourist haven	Red	Green, Yellow	Green, Yellow	Green, Yellow
4. Progressive economy	Red	Green, Yellow	Green, Yellow	Green, Yellow
5. Committed government	Red	Green, Yellow	Green, Yellow	Green, Yellow
<b>TOTAL</b>	Red	Green, Yellow	Green, Yellow	Green, Yellow

**Sector Assigned  
Weight X Rating  
= Score**

## Using the Goal Achievement Matrix (GAM) for Ranking & Prioritizing Programs & Projects

8. Multiply the rating you gave by the corresponding weight of the goal and enter the product (score) in the appropriate cell. Add the scores for each project proposal.
9. Then add all Sectoral group scores as presented in the summary of GAM scores.
10. Finally, arrange projects according to their total scores. The project with the highest total score is ranked as number one, the next number two, and so on. Two columns for estimated costs are displayed. One column shows the individual cost of each project and the other reflects the cumulative or running total.



## SUMMARY OF GAM RATINGS

Project Number/ Name	SECTOR RATING					
	Bus.	Academe	Women	Gov't.	Sum	Average
1. Eco-tourism	1.85	.70	1.00	2.80	6.35	1.59
2. Socialized Housing	0.80	2.50	3.50	1.75	8.55	2.14
3. Investment Code	1.1	0.35	0.85	3.80	6.10	1.53
4. Daycare Center	0.50	2.85	3.75	1.50	8.6	2.15
5. Road Construction	2.10	1.25	2.00	2.00	7.35	1.8
6. Livelihood Training	2.75	2.00	3.25	0.95	8.95	2.23



Support to the Local Government Units for More Effective and Accountable Public Financial Management (LGU PFM 2 Project)



## CONTENTS OF PROJECT BRIEF

(With Guide Questions)

### 1. Name and Type of Project

- What is the working name of the project? It must be brief and catchy
- Short description must be added. How would it be described in 2 – 3 sentences?
- Project proponent or originator of idea
- In what category does it fall?
  - o *Infrastructure & other physical capital?*
  - o *Public and private institutions?*
  - o *Social, local economic development, environmental management?*
  - o *Other?*
- *Where is the proposed location of the project?*
- *Are the project's demands on the natural resources assured of being met for the life of the project?*
- *Would the project be at any risk from environmental or human-made hazards?*
- *Are the project's demands on the natural resources assured of being met for the life of the project?*

### 2. Activity Components

- State indicative duration of each component. *What places, activities, and groups in the same area are targeted by the project?*
- List the things that need to be done to produce the desired output
- o *Is a formal feasibility/ design study required?*
- *Who would manage implementation?*
- *What complementary measures are needed to ensure project success or reinforce the intended effects?*
- *Who would manage implementation?*

### 3. Estimated Cost of Resource Inputs - *What amount of implementation funding is required?*

Classified into human power, materials, equipment, etc. by activity component, where applicable and in pesos if possible)

- Materials \_\_\_\_\_
- Human Resources (Labor) \_\_\_\_\_
- Equipment \_\_\_\_\_
- Etc. \_\_\_\_\_

TOTAL Php \_\_\_\_\_

- *What is the likely funding source?*
- Is the project expected to be financially self-sustaining?

### 4. Justification of the Project

- *Rationale / objective derived from the CLUP/ CDP*
- *Indicate the issue being addressed as identified in the plan*
- What indicators of development does the proposed project address?
- On what other places is the project likely to have an effect, and how?
- What social and economic activities in what locations are likely to be affected by the project, and how?
- In what way, if any, is the proposed project related to other planned or on-going area development activities?

### 5. Target Beneficiaries

- Population Sectors or geographical areas
- Specify how men and women or specific areas will be benefited

### 6. Target Outputs or Success Indicators

- *Quantify if possible*
- *Include indicator of success and means of verification*
- What complementary measures are needed to ensure project success or reinforce the intended effects?
- Will the project lower transaction cost?
- Will the project reduce barriers to participation?
- Will the project increase local area employment?
- Will the project increase income multiplication?
- What will be the public revenue and expenditure impacts of the project?
- Is the project meant to improve area socio-economic performance in any other ways?

### 7. Possible Risks or External Factors that Could Frustrate the Realization of the Project

- May be natural, social, economic, etc.; Identify mitigating measures

### 8. Expected Private Sector Response

- Specify desired private sector participation, e.g., investments
- What are the expected responses by the private sector and other stakeholders to the changes that will result from the project?

**LOCAL DEVELOPMENT INVESTMENT PROGRAM**  
Summary Form

for Planning Period: **2017-2022**  
Years Covered: **2017-2019**

City/Municipality: \_\_\_\_\_  
Year 1: **2017**

No Climate Change Expenditure (Please tick box if your LGU does not have any climate change expenditure)

AIP Reference Code (1)	Program/ Project/ Activity Description (2)	Implementing Office/ Department (3)	Schedule of Implementation		Expected Output	Funding Source (7)	Amount (In Thousand Pesos)				Amount of Climate Change Expenditure (In Thousand Pesos)				
			Start Date (4)	Completion Date (5)			Personal Services (PS) (8)	Maintenance and Other Operating Expenses (MOOE) (9)	Capital Outlay (10)	Total (8+9+10)	Climate Change Adaptation	Climate Change Mitigation	Climate Change Typology Code		
General Services															
Social Services															
Economic Services															
Other Services															

Prepared by: \_\_\_\_\_  
Local Planning and Development Coordinator

Attested by: \_\_\_\_\_  
Local Budget Officer

Local Treasurer

Certified correct and approved by the LDC: \_\_\_\_\_  
City/Municipal Mayor/LDC Chairman

## TECHNICAL NOTES FOR PRIORITIZATION

\*\* Before prioritizing, look at the long list of projects and ensure that these are all development projects.

Do not rank regular services, project components or activities.

### **A. For Compatibility- Complementarity-Conflict (CCC) Matrix - (see CCC)**

1. List down all Development Projects in at the top row and in the first column (see Sheet on CCC).
2. Based on the project briefs, determine the relationship between Project A and Project B, then Project A to Project C and so on.
3. If the relationship is redundant/ repetitive, mark the cell with Y.
4. If it is in conflict, mark with X.
5. If projects are complementary, mark with O.
6. If they are compatible or the relationship is neutral (both projects do not necessarily affect each other directly), leave the cell blank.
7. Assess the list of projects. If the project is in conflict with most or all the other projects, remove the project. Consolidate repetitive or redundant projects.
8. If the project is in conflict with some but is also complementary/ compatible with many others, revise the project to resolve the conflict.

### **B. For Level of Urgency - (see LOU)**

1. Divide the participants into societal sectors.

\*\* The common societal sectors in the LGU are:

- a. Business Sector (usually composed of representatives from private enterprises/ private sector; may include BPLO, Engineering Office, Tourism Office)
  - b. Women and Children Sector (usually composed of representatives from CSOs catering to Women and Children Issues; may include LSWDO and LHO)
  - c. Academe (usually composed of LRI representatives; may include DepEd District Supervisor, member of Local School Board)
  - d. Government (usually composed of CSOs focused on Governance and Administration; may include Local Finance Committee, LPDC, Administrator, SB Secretary)
- \*\* You may add other sectors present in the LGU such as IP sector, Farmers and Fisherfolk, and Faith-based.

2. From the point of view of these sectors, they will rate the level of urgency of the projects listed.

#### **6 - URGENT (U)**

Cannot be reasonably be postponed; Would remedy conditions dangerous to public health, safety & welfare;

Would remedy conditions dangerous to public health, safety & welfare;

Needed to maintain critically needed programs; Needed to meet emergency situations;

Threatens life if not implemented; Remedy to conditions that poses danger to public health; projects that reduces vulnerability.

#### **5 - ESSENTIAL (E)**

Required to complete or make usable a major public improvement;

Required to maintain minimum standards as part of on-going programs; Desirable self-liquidating projects;

External funding is available; Potential to save lives; required to meet minimum standards;

availability of external funding; projects that immediately raise adaptive capacity

#### **4 - NECESSARY (N)**

Should be carried out to meet clearly identified and anticipated needs;

Needed to replace obsolete or unsatisfactory facilities; Repair or maintenance projects to prolong life of existing facilities;  
Required to prolong life of existing infrastructure that saves lives. Projects that eventually raises adaptive capacity/  
reduces vulnerability;

immediately mitigates effects of climate change; May imply increasing vulnerability in the long term if not implemented.

### **3 - DESIRABLE (DES)**

Needed for expansion of existing projects; Designed to initiate new programs considered appropriate for a progressive community;  
Needed to expand current programs; Innovations for raising humanitarian standards; mitigates effects of climate change

### **2 - ACCEPTABLE (A)**

Can be postponed without detriment to present operations if budget cuts are necessary;

Projects that can potentially mitigate effects of climate change

### **1 - DEFERRABLE (DEF)**

Recommended for postponement or elimination from immediate consideration in the current LDIP;

Questionable in terms of over-all needs, adequate planning or proper timing; Does not address DRR-CCA needs. Project can  
be further strengthened

## **C. For Resource Impact Matrix**

### **Part 1: Per Sector - (see RIM Part 1)**

1. List the projects. The sector will rate the impact of each project on the resources:

- >> Financial Resources
- >> Human Resources
- >> Environmental Natural Resources
- >> Existing Infrastructures

2. The sector will not consider Return of Investment. The impact should be during the implementation of the project.

3. If the project has a positive impact or it increases the stock or quality of the resources, put (+).

4. If the project reduces the quality or depletes the stock of the resources, put (-).

5. If there are no effects, put (0).

**\*\* Note that the highest possible score for each sector is +4.**

### **Part 2: Consolidation - (see RIM Part 2)**

1. List all the projects and the corresponding total scores of each sector.
2. Add the scores.

**\*\* Since there are 4 societal sectors identified, the highest possible score for the consolidation is +16.**

#### **D. FOR THE GOAL ACHIEVEMENT MATRIX (GAM) - (see GAM)**

1. List the sectoral goals identified in the CDP (Social, Economic, Environmental, Infrastructure and Institutional).
2. Based on their perspective, each societal sector will assign a weight/ percentage for each goal. **The total should be 100%.**
3. **List the projects at the top row.**
4. The societal sector will rate each project using the following scale:
  - >> 3 - Project contributes greatly to the fulfillment of goal
  - >> 2 - Project contributes moderately to the fulfillment of goal
  - >> 1 - Project contributes slightly to the fulfillment of goal
  - >> 0 - Project does not contribute to the fulfillment of the goal
  - >> -1 - Project slightly inconsistent of the goal
  - >> -2 - Project moderately inconsistent of the goal
  - >> -3 - Project greatly contradicts the goal

Multiply the rating to the sector assigned weight to get the product, then get the total score.

**\*\* Note that the highest possible score for a project in a societal sector is 300.**

5. Summarize the GAM scores of the societal sectors - (see GAM Summary)

#### **F. Calibrate**

**LOU HPS TOTAL (4 SEC)= 24 X 2**

**RIM HPS TOTAL (4 SEC) = 16 X 3**

**GAM HPS TOTAL (4 SEC) = 12 X 4**

**LCM = 48**

#### **G. Finalize the Scores - (see Ranking)**







PROJECTS	Training on Fish and Meat Processing	Construction of Cold Storage and Processing Plants	Installation/ provision of warnings and measurement of water level at designated areas.	Construction of Evacuation Center/ Operations Center	Construction of satellite Office for Coastguard and MDRMO along Baywalk	Construction of Guard houses at Binmaley beach	Intensive trainings for emergency frontline personnel	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	Construction of Special Drug Education Center
Construction of 3 Cluster MRFs									
Waste to Wealth Project									
Training for the Conversion of Animal Wastes to Organic Composts									
Construction of Local Access Road			O						
Construction of slaughterhouse									
Construction of halfway house/ temporary shelter for juvenile delinquents									X
Construction of Evacuation Center			O	Y	O		O	O	
Renovation of RHU warehouse and pharmacy									
Establishment of Water Treatment Facility (LGU)									
Construction of drainage system									
Mangrove Reforestation			O						
Training on Fish and Meat Processing		O							



**PROJECT**

**LEVEL OF URGENCY**

		Business	Academe	Government	Women and Children	TOTAL
1	Construction of 3 Cluster MRFs	4	5	4	5	18
2	Waste to Wealth Project	4	5	4	5	18
3	Training for the Conversion of Animal Wastes to Organic Composts	3	6	4	5	18
4	Construction of Local Access Road	6	4	6	4	20
5	Construction of slaughterhouse	5	4	4	5	18
6	Construction of halfway house/ temporary shelter for juvenile delinquents	4	5	4	6	19
8	Renovation of RHU warehouse and pharmacy	4	4	6	6	20
9	Establishment of Water Treatment Facility (LGU)	6	4	6	4	20
10	Construction of drainage system	6	5	6	3	20
11	Mangrove Reforestation		6	5	4	15
12	Training on Fish and Meat Processing	5	3	3	3	14
13	Construction of Cold Storage and Processing Plants	5	3	3	5	16
14	Installation/provision of warnings and measurement of water level at designated areas.	5	5	5	6	21
15	Construction of Evacuation Center/ Operations Center	4	5	6	6	21
16	Construction of satellite Office for Coastguard and MDRMO along Baywalk	5	3	5	4	17
17	Construction of Guard houses at Binmaley beach	5	4	5	4	18
18	Intensive trainings for emergency frontline personnel	5	5	5	4	19
19	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	3	3	5	3	14

\*\* Note that the project Construction of Special Drug Education Center (conflict) and Construction of Evacuation Center (repetitive) have been removed.

**Business Sector**

	PROJECT	SCORE					Score
		Financial Resources	Human	Environment	Infrastructure		
1	Construction of 3 Cluster MRFs	-	+	0	-	-1	
2	Waste to Wealth Project	+	+	+	0	+3	
3	Training for the Conversion of Animal Wastes to Organic Composts	+	0	0	0	+1	
4	Construction of Local Access Road	-	+	-	+	0	
5	Construction of slaughterhouse	-	0	0	0	-1	
6	Construction of halfway house/ temporary shelter for juvenile delinquents	-	+	0	+	+1	
7	Renovation of RHU warehouse and pharmacy	-	+	-	-	-2	
8	Establishment of Water Treatment Facility (LGU)	-	+	-	+	0	
9	Construction of drainage system	-	0	0	0	-1	
10	Mangrove Reforestation	+	-	+	0	+1	
11	Training on Fish and Meat Processing	-	-	+	0	-1	
12	Construction of Cold Storage and Processing Plants	-	+	+	0	+1	
13	Installation/provision of warnings and measurement of water level at designated areas.	+	+	+	0	+3	
14	Construction of Evacuation Center/ Operations Center	-	0	-	0	-2	
15	Construction of satellite Office for Coastguard and MDRMO along Baywalk	-	+	+	0	+1	
16	Construction of Guard houses at Binmaley beach	-	+	+	0	+1	
17	Intensive trainings for emergency frontline personnel	-	+	+	0	+1	
18	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	-	+	+	0	+1	

PROJECT		SCORE				
		Business	Academe	Government	Women and Children	SCORE
1	Construction of 3 Cluster MRFs	-1	+1	+1	+3	+4
2	Waste to Wealth Project	+3	-2	0	+3	+4
3	Training for the Conversion of Animal Wastes to Organic Composts	+1	0	-1	-1	-1
4	Construction of Local Access Road	0	-1	+1	0	0
5	Construction of slaughterhouse	-1	+1	-2	-1	-3
6	Construction of halfway house/ temporary shelter for juvenile delinquents	+1	-1	0	+1	+1
7	Renovation of RHU warehouse and pharmacy	-2	-1	-1	0	-4
8	Establishment of Water Treatment Facility (LGU)	0	+1	+1	-1	+1
9	Construction of drainage system	-1	-1	-1	+1	-2
10	Mangrove Reforestation	+1	+1	+1	-1	+2
11	Training on Fish and Meat Processing	-1	+3	+3	+1	+6
12	Construction of Cold Storage and Processing Plants	+1	-1	-2	+3	+1
13	Installation/provision of warnings and measurement of water level at designated areas.	+3	+3	+1	-1	+6
14	Construction of Evacuation Center/ Operations Center	-2	+1	+3	+3	+5
15	Construction of satellite Office for Coastguard and MDRMO along Baywalk	+1	0	+3	+3	+7
16	Construction of Guard houses at Binmaley beach	+1	-1	-1	+3	+2
17	Intensive trainings for emergency frontline personnel	+1	+1	+3	-1	+4
18	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	+1	-2	+1	+3	+3

**SECTOR: BUSINESS**

GOAL	SECTOR- ASSIGNED WEIGHT	Construction of 3 Cluster MRFs		Waste to Wealth Project		Training for the Conversion of Animal Wastes to Organic Composts	
		RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	20	2	40	2	40	2	40
2. ECONOMIC - To improve the economic status of the people	35	1	35	1	35	2	70
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	20	3	60	3	60	0	0
4. ENVIRONMENT - To protect and preserve the environment and natural resources	10	3	30	3	30	3	30
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	15	0	0	1	15	0	0
	100		165		180		140

(score)



GOAL	Construction of Local Access Road		Construction of slaughterhouse		Construction of halfway house/ temporary shelter for juvenile delinquents	
	RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	2	40	0	0	3	60
2. ECONOMIC - To improve the economic status of the people	3	105	1	35	0	0
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	3	60	2	40	2	40
4. ENVIRONMENT - To protect and preserve the environment and natural resources	0	0	0	0	0	0
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	0	0	0	0	1	15

GOAL	Renovation of RHU warehouse and pharmacy		Establishment of Water Treatment Facility (LGU)		Construction of drainage system	
	RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	2	40	3	60	2	40
2. ECONOMIC - To improve the economic status of the people	1	35	1	35	1	35
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	3	60	2	40	3	60
4. ENVIRONMENT - To protect and preserve the environment and natural resources	0	0	1	10	2	20
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	1	15	0	0	0	0

150

145

155

GOAL	Mangrove Reforestation		Training on Fish and Meat Processing		Construction of Cold Storage and Processing Plants	
	RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	1	20	3	60	2	40
2. ECONOMIC - To improve the economic status of the people	1	35	3	105	3	105
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	1	20	0	0	2	40
4. ENVIRONMENT - To protect and preserve the environment and natural resources	3	30	0	0	0	0
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	0	0	0	0	0	0

105

165

185

GOAL	Installation/provision of warnings and measurement of water level at designated areas.		Construction of Evacuation Center/ Operations Center		Construction of satellite Office for Coastguard and MDRRMO along Baywalk	
	RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	3	60	3	60	3	60
2. ECONOMIC - To improve the economic status of the people	1	35	0	0	1	35
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	2	40	3	60	2	40
4. ENVIRONMENT - To protect and preserve the environment and natural resources	1	10	0	0	2	20
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	0	0	1	15	1	15

145

135

170

GOAL	Construction of Guard houses at Binmaley beach		Intensive trainings for emergency frontline personnel		Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	
	RATING	PRODUCT	RATING	PRODUCT	RATING	PRODUCT
1. SOCIAL - To uplift the well-being of the people	2	40	3	60	3	60
2. ECONOMIC - To improve the economic status of the people	0	0	0	0	0	0
3. INFRASTRUCTURE - To provide adequate and disaster-resilient infrastructure and facilities	2	40	0	0	3	60
4. ENVIRONMENT - To protect and preserve the environment and natural resources	2	20	0	0	2	20
5. INSTITUTIONAL - To maintain a transparent, accountable, responsive and participative local government	0	0	3	75	2	30

100

135

170

Project No.	PPA	SECTOR RATINGS				Score
		Business	Academe	Women	Gov't.	
	Construction of 3 Cluster MRFs	165	75	120	115	475
	Waste to Wealth Project	180	115	110	150	555
	Training for the Conversion of Animal Wastes to Organic Composts	140	150	100	145	535
	Construction of Local Access Road	205	145	125	155	630
	Construction of slaughterhouse	75	145	160	105	485
	Construction of halfway house/ temporary shelter for juvenile delinquents	115	150	65	165	495
	Renovation of RHU warehouse and pharmacy	150	125	75	185	535
	Establishment of Water Treatment Facility (LGU)	145	75	120	95	435
	Construction of drainage system	155	105	95	175	530
	Mangrove Reforestation	105	150	175	200	630
	Training on Fish and Meat Processing	165	100	200	105	570
	Construction of Cold Storage and Processing Plants	185	200	105	100	590
	Installation/provision of warnings and measurement of water level at designated areas.	145	140	100	145	530
	Construction of Evacuation Center/ Operations Center	135	120	110	135	500
	Construction of satellite Office for Coastguard and MDRRMO along Baywalk	170	75	100	170	515
	Construction of Guard houses at Binmaley beach	100	120	120	100	440
	Intensive trainings for emergency frontline personnel	135	105	145	120	505
	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	170	95	85	75	425

Project No.	PPA	LOU		RIM		GAM		Final Score	RANK
		Raw Score	Calibrated Score	Raw Score	Calibrated Score	Raw Score	Calibrated Score		
	Construction of 3 Cluster MRFs	18	36	4	12	4.75	19	67	7
	Waste to Wealth Project	18	36	4	12	5.55	22.2	70.2	4.5
	Training for the Conversion of Animal Wastes to Organic Composts	18	36	-1	-3	5.35	21.4	54.4	15
	Construction of Local Access Road	20	40	0	0	6.3	25.2	65.2	8
	Construction of slaughterhouse	18	36	-3	-9	4.85	19.4	46.4	18
	Construction of halfway house/ temporary shelter for juvenile delinquents	19	38	1	3	4.95	19.8	60.8	10
	Renovation of RHU warehouse and pharmacy	20	40	-4	-12	5.35	21.4	49.4	17
	Establishment of Water Treatment Facility (LGU)	20	40	1	3	4.35	17.4	60.4	11
	Construction of drainage system	20	40	-2	-6	5.3	21.2	55.2	14
	Mangrove Reforestation	15	30	2	6	6.3	25.2	61.2	9
	Training on Fish and Meat Processing	14	28	6	18	5.7	22.8	68.8	6
	Construction of Cold Storage and Processing Plants	16	32	1	3	5.9	23.6	58.6	13
	Installation/provision of warnings and measurement of water level at designated areas.	21	42	6	18	5.3	21.2	81.2	1
	Construction of Evacuation Center/ Operations Center	21	42	5	15	5	20	77	2
	Construction of satellite Office for Coastguard and MDRMO along Baywalk	17	34	7	21	5.15	20.6	75.6	3
	Construction of Guard houses at Binmaley beach	18	36	2	6	4.4	17.6	59.6	12
	Intensive trainings for emergency frontline personnel	19	38	4	12	5.05	20.2	70.2	4.5
	Construction of Disaster Resilient Fire Station (Sub-Station) BFP Office, Male & Female Quarters Kitchen, Comfort Room & Parking Fire Truck	14	28	3	9	4.25	17	54	16

## SESSION 6

### Packaging the Comprehensive Development Plan

#### Objectives

By the end of this session, participants shall have:

- Finalized their Comprehensive Development Plan (CDP)

#### Duration

- 2 days

#### Process

Present the overview on the CDP steps. State that most LGUs find it hard to finalize the CDP. After accomplishing the numerous forms, the next step becomes elusive. Putting the forms together is different story, and giving the forms substance is something that most LGUs find taxing.

Start by presenting the CDP format. Ask the participants to consolidate all their outputs/ accomplished forms. Note that, just like in the preparation of the Comprehensive Land Use Plan (CLUP), preparing the CDP is also time-consuming. However, once complete, other local plans may be culled out, and it is easier to improve service delivery when everything – from the goals to monitoring and evaluation plan – is in place.

Before starting the workshop, discuss the following factors that contribute to effective writing:

- Consistency
  - eliminates the barrier between the LGU and readers, who may be potential investors, vigilant citizens or members of Civil Society Organizations, and other LGUs who may wish to replicate good practices; and
  - facilitates communication and increases the likelihood that the message is conveyed as intended.
- Coherence
  - refers to the logical bridge between words, sentences, and paragraphs; and
  - makes the plan easier to understand because ideas are connected within each sentence and paragraph.
- Conciseness
  - Refers to being brief and to the point;
  - helps deliver the message more clearly using an economy of words; and
  - minimizes clutter and needless details.



Emphasize the need to use the above factors in finalizing their CDP. Remind them that the following should be observed:

- avoid using flowery or highfalutin words
- streamline redundant ideas
- use gender sensitive terms
- use proper punctuation
- use correct subject-verb agreement

### **Workshop 1:**

Provide the participants with the print out of the CDP format, which they can use as a checklist. Tell them to arrange the forms according to the format, then supplement the forms with narratives. Remind the participants to provide analysis on figures, tables or graphs. Tell them to be consistent in labelling the different parts of the plan as well as in writing the narrative of statistical data. Ask the participants to review their spelling and grammar for corrections.

Remind the participants that LGUs often overlook this last step, packaging the CDP, and fail to recognize its importance. Most potential investors look at the plans of LGUs before giving grants. National Government Agencies are now looking into local plans before providing funds for project implementation. The quality of the CDP shows the commitment and perseverance of the LGU as it translates its vision into a concrete plan of action.



*TIP: Participants may be grouped according to the development sectors to facilitate making the narratives. Then ask them to show their outputs to other sectors. This helps them edit their work and solicit constructive feedback.*

# CONCLUSION

We have been witnesses of our own gaps and limitations. Our journey towards good governance and local development has been fueled by our untiring efforts to find solutions in closing these gaps and reinforcing weak points. With this Toolkit developed, the CDP resource pool strengthened, and all the stakeholders' commitment renewed, we aspire to deliver 100% compliance on the preparation/updating of the CDPs in Region 1.

The LGUs should take advantage of this opportune time to step up their game and utilize available resources to address the problems of poverty, corruption, criminality, frail economy, deteriorating environment, pandemic, etc. Though each LGU has its own list of concerns and predicaments, there is a common way they can respond to such – the Risk-informed Comprehensive Development Plan.

With the Risk-Informed CDPs strategically formulated and readily usable by the LGU and other sectors of the society, the people are assured that the plan, its PPAs, and the corresponding budget can respond to their issues and development. Likewise, the LGUs are confident and ready to deliver quality public service, showcase conscientious leadership, and overcome scrutiny when confronted with one.

The DILG Region 1's commitment to capacitate the local governments will remain steadfast and always guarantee outcomes that are contributory to the public interest and national goals. And in doing so, we constantly encourage the involvement and support from all stakeholders. Let us all be united in attaining our "Ambisyon " and start with the responsible formulation of CDPs through the use of this Toolkit.