EXECUTIVE ORDER NO. 03
Series of 2020

"AN ORDER RECONSTITUTING THE CITY PROJECT MANAGEMENT AND IMPLEMENTING UNIT (CPMIU) OF DAVAO CITY - PHILIPPINE RURAL DEVELOPMENT PROJECT, AMENDING SECTION 2 OF EXECUTIVE ORDER NO. 06, SERIES OF 2018 COMPOSITION OF CPMIU AND DEFINING THE FUNCTIONS OF CPMIU AND ITS COMPONENT TEAMS IN SECTIONS 2 AND 3 AND FUNDING IN SECTION 4"

WHEREAS, the Department of Agriculture (DA) – Philippine Rural Development Project (PRDP) is on its fifth year of implementation.

WHEREAS, the DA-PRDP covers all provinces/city in the Philippines and the Provincial/City local government units identified to participate in the implementation of the project are now required to create or strengthen their Provincial/City Project Management and Implementing Units.
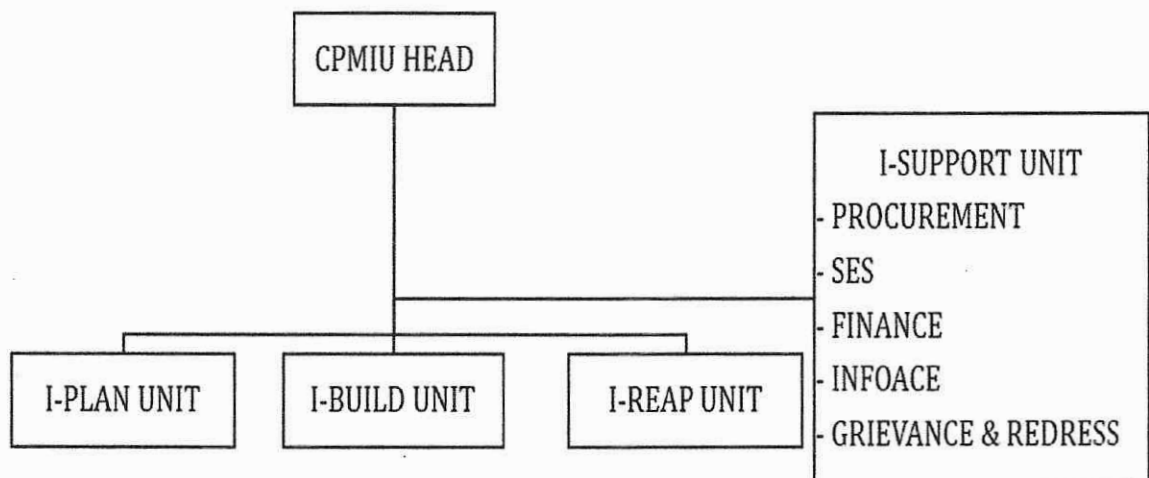
WHEREAS, to be able to be responsive to the requirement and conform with the Program Design of the DA-PRDP, there is a need to organize the CPMIU of Davao City;

WHEREAS, the City has already created the CPMIU thru Executive Order No. 49, series of 2014, amended thru Executive Order No. 24, series of 2015 and further amended thru Executive Order No. 06, series of 2018;

WHEREAS, to be able to actively participate in the CPMIU, there is a need to update the list of members of CPMIU;

WHEREFORE, I, SARA Z. DUTERTE, by virtue of the power vested in me by law as City Mayor of Davao City, I do hereby order;

Section 1. Structure. The CPMIU shall have the following:

Second Floor, City Hall Building, City Hall Drive, San Pedro St., Davao City
(082) 224-3004 • (082) 241-1000 loc. 265 • davaocitymayor@gmail.com

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Section 2. Composition. The CPMIU shall be composed of the following staff:

CPMIU Head	City Planning and Development Office (CPDO) Head or Officer-In-Charge (OIC)

COMPONENTS:

IPLAN

Head	CPDO Head or OIC
Focal Person	As designated by the Head or OIC of CPDO
GGU In-charge	As designated by the Head or OIC of CPDO

I-BUILD

Head	City Engineer's Office (CEO) Head or OIC
Focal Person	As designated by the Head or OIC of CEO
Alternate Focal Person	As designated by the Head or OIC of CEO

I-REAP

Head	City Agriculturist's Office (CAGRO) Head or OIC
Member	City Veterinarian's Office (CVO) Head or OIC
Alternate	As designated by the Head or OIC of CVO
Member	City Cooperative Development Office (CCDO) Head or OIC
Alternate	As designated by the Head or OIC of CCDO
Focal Person	As designated by the Head or OIC of CAGRO
GGU In-charge	As designated by the Head or OIC of CAGRO

I-SUPPORT

Finance Unit

Head	City Accountant's Office (CAO) Head or OIC
Member	City Budget Office (CBO) Head or OIC
Alternate	As designated by the Head or OIC of CBO
Member	City Treasurer's Office (CTO) Head or OIC
Alternate	As designated by the Head or OIC of CTO
Focal Person	As designated by the Head or OIC of CAO

Procurement Unit

Head	General Services Office (GSO) Head or OIC
Focal Person	As designated by the Head or OIC of GSO
Alternate Focal Person	As designated by the Head or OIC of GSO

Social Environmental Safeguard (SES) Unit

Head	City Environment and Natural Resources Office (City ENRO) Head or OIC
Focal Person	As designated by the Head or OIC of City ENRO
Alternate Focal Person	As designated by the Head or OIC of City ENRO

Grievance Redress Unit

Head	City Legal Office (CLO) Head or OIC
Focal Person	As designated by the Head or OIC of CLO

InfoAce Unit

Head	City Information Office (CIO) Head or OIC
Focal Person	As designated by the Head or OIC of CIO

Section 3. Functions. The CPMIU shall have the following functions:

1. Serves as the office through which sub-projects supported under the PRDP will be implemented;

2. Manages the overall approval and implementation of PRDP sub-projects;
3. Supervises the operations of PRDP components: I-PLAN, I-BUILD, I-REAP AND I-SUPPORT;
4. Identifies and endorses to RPCO sub-project proposals for PRDP's evaluation and funding;
5. Submits regular reports to the Regional Project Coordination Offices (RPCO) on the respective PRDP components accomplishments.

3.1 I-PLAN

Functions:
- Participates in the updating of Value chain analysis for various commodities;
- Facilitates the formulation/Updating of City Commodity Investment Plan (CCIP);
- Coordinates with the IREAP component as to the linkage of business plans to the CCIP.

3.2 I-REAP

Functions:
- Facilitates the enterprise prioritization based on CCIP and Proponent Group (PG) selection;
- Identifies and packages sub-project proposals under enterprise development;
- Facilitates the formulation of business plans of identified commodity enterprises;
- Assists the PGs in the compliance of all requirements for No Objection Letter (NOL) issuance;
- Assists the PGs in the implementation of approved business enterprises;
- Facilitates the monitoring and evaluation of implemented business enterprises;
- Develops and conducts capacity building activities of PGs in business and organizational management;
- Conducts geotagging enterprise project sites and inputs;
- Facilitates the preparation of Social and Environment Management Plans (SEMP);
- Facilitates partnership with agencies in business development services, research and extension;

- Submits status reports/monitoring/evaluation reports to the RPCO;
- Facilitates the meeting of the CPMIU.

3.3 I-BUILD

Functions:
- Conducts site validation of infra projects;
- Identifies and packages sub-project proposals under infra development;

- Prepares Program of Works (POW) and Detailed Engineering Designs (DED) of infra projects;
- Conducts geotagging of infra project sites and structures;
- Facilitates the preparation of Social and Environment Management Plans (SEMP);
- Monitors in the construction of infra projects.

3.4 I-SUPPORT

3.4.1 Procurement
Functions:
- Facilitates in the procurement process of the approved sub-projects;
- Facilitates in the preparation of procurement plans and disbursement schedules.

3.4.2 Finance
Functions:
- Facilitates the processing of documents for the release of project funds;
- Prepares and submits financial reports to RPCO.

3.4.3 InfoAce
Functions:
- Documents status of on-going sub-projects through print and video materials;
- Reproduces and distributes technical materials related to I-PLAN, I-BUILD and I-REAP components.

3.4.4 Grievance and Redress
Functions:
- Facilitates the establishment of Grievance Redress Mechanism (GRM);
- Addresses and resolves project-related complaints.

3.4.5 Social Environmental Safeguard
Functions:
- Provides social and environmental assessment for PRDP sub-projects;
- Prepares Environmental Safeguard Management Plan;
- Facilitates the social survey at the project sites;
- Facilitates the compliance of environmental certificate requirements;
- Assess land ownership of the project site.

Section 4. Funding. Funds necessary to carry out the operationalization of the CPMIU shall be taken from the available funds of the LGU subject to availability of funds and regular auditing guidelines procedures.

Section 5. Effectivity. This Executive Order shall take effect immediately and will continue until termination of the PRDP or until amended or revoked. All other provisions of Executive Order No. 06, series of 2018, Executive Order No. 24, series of

2015 and Executive Order No. 49, series of 2014 not inconsistent or contradictory shall remain the same and enforceable.

Done in the City of Davao this ____day of ____2020.
3 1 JAN 2020

SARA Z. DUTERTE
City Mayor

Attested by:

ATTY. ZULEIKA T. LOPEZ
City Administrator