

REGIONAL DEVELOPMENT COUNCIL XI

Guidelines for the Preparation and Review of the CY 2011 Annual Investment Program (AIP)

I. Background

Executive Order No. 325 entitled Reorganization of the Regional Development Councils, provides for the Regional Development Council (RDC) review, prioritization, and endorsement to the National Government the annual and multi-year sectoral investment programs of the region for funding and implementation, as well as the review and endorsement to the National Government the annual budgets of agency regional offices (AROs), state colleges and universities (SUCs) and special development authorities (SDAs). Further, Memorandum Circular No. 54 of 2004, issued by the Office of the President, calls on the RDCs to strengthen their function on the review and endorsement of the National Government's budget.

In line with these issuances, RDC XI calls for the preparation of the proposed CY 2011 Annual Investment Program (AIP) by all AROs, SUCs and SDAs in Davao Region. The proposed CY 2011 AIP is a snap shot of the development investment of the region required to help achieve its targeted growth and development for the year. Its preparation is a necessary prelude to the annual budget preparation exercise by the AROs, SUCs and SDAs and the corresponding budgeting review process undertaken by RDC XI.

The annual investment programming exercise has been undertaken by the RDC XI for several years now. While AROs, SUCs and SDAs, including the Local Government Units (LGUs), are now familiar with the AIP preparation process, it is important to lay down in this guidelines the process together with any improvement that will be introduced. This AIP preparation guidelines is part of the RDC XI's continuing desire to achieve greater synchronicity in planning, investment programming, and budgeting, and the active involvement of the LGUs in the determination of programs, activities and projects that the National Government plans to implement in their areas.

II. Objectives

This guidelines is issued to achieve the following:

1. Timely preparation and meaningful review of the proposed CY 2011 AIP by RDC XI, its Advisory Committee and Sectoral Committees
2. An investment program of the region for CY 2011 that is responsive to the goals and objectives of the current plans of the region and its local government units and emerging challenges and opportunities that will help bring about the country's economic turnaround.
3. Priority programs of the national government as outlined in the Davao Regional Development Agenda (RDA), Mindanao Super Region, initiatives like Disaster Risk Management and Climate Change Adaptation, Gender and Development, Human Rights Based Approach to Development, among others and those listed for National Government funding assistance in the Provincial Development

Investment Programs (PDIPs) formulated under the Provincial/Local Planning and Expenditure Management (PLPEM) programs are funded and implemented.

III. Procedure for the Preparation, Review and Approval of the CY 2011 AIP

1. Identification/Validation of Programs/Projects - The programs and projects that will constitute the proposed CY 2011 AIP of each AROs/SUCs/SDAs shall be as follows:

- a. Those that have been included in the CY 2010 AIP of an ARO/SUC/SDA and funded under GAA 2010 and/or Official Development Assistance but will be continued to be implemented in CY 2011.
- b. Those that have been included in the CY 2010 AIP of an ARO/SUC/SDA and not funded under GAA 2010 and/or Official Development Assistance but will be pursued again in CY 2011.
- c. New programs/projects expected to help achieve the region's development targets in CY 2011, estimated based on the region's bottomline targets in 2009-2010 and CY 2011 targets of the Millennium Development Goals and other commitments of the National Government.
- d. All proposed programs/projects shall be validated in terms of their consistency with Gender and Development concepts. A workshop will be conducted for this purpose.

2. Classification of Programs/Project -

- a) Since the development objectives outlined in the Updated Davao Regional Development Plan (DRDP), 2008-2010 will be likely the same main concerns of the region next year, the AROs, SUCs and SDAs are advised to classify their programs and projects in the proposed CY 2011 AIP according to these objectives, namely:
 - i. Increased Job Creation Through Economic Growth
 - ii. Enhanced Social Development with Direct Poverty Reduction Measures
 - iii. Improved Physical Planning and Sustainable Management of the Environment
 - iv. Infrastructure and Logistics Support
 - v. Good Governance
- b) Each proposed program or project should be classified under only one objective to avoid duplication in reflecting it in the proposed CY 2011 AIP. In cases where it will contribute to the achievement of more than one objective, a proposed program or project shall be classified only under the objective to which it will most significantly contribute to.
- c) The ARO/SUC/SDA is given the free hand to exercise its best judgment in the classification of its proposed program/project based on the preceding criteria.
- d) The proposed programs/projects in the proposed CY 2011 AIP should be further classified by province and congressional district.

3. ARO/SUC/SDA Consultation/Dialogue with LGUs - The consultation/dialogue shall be undertaken by the concerned AROs, SUCs and SDAs in line with one of the objectives of the Joint Memorandum Circular (JMC) No. 1 Series of 2007 entitled the *Guidelines on the Harmonization of Local Planning, Investment Programming, Revenue Administration, Budgeting and Expenditure Management* which is to strengthen the interface between LGUs and AROs and the complementation between and among all LGU levels in planning, investment programming, revenue administration, budgeting and expenditure management.

The consultation/dialogue shall be done, if possible, during the meetings of the Provincial Development Councils (PDCs) in the region. It shall serve as the venue to thresh out issues/concerns pertaining to the proposed programs/projects of AROs/SUCs/SDAs for implementation in the concerned LGU.

4. Technical Review and Consolidation by the RDC XI Technical Secretariat - All AROs/SUCs/SDAs shall submit their proposed CY 2011 AIPs to the NEDA Regional Office XI, the RDC XI Technical Secretariat. The proposed CY 2011 AIPs shall be reviewed by the RDC XI Technical Secretariat according to the pertinent provisions of these guidelines. After the technical review, the proposed CY 2011 AIPs of all AROs/SUCs/SDAs shall be consolidated and packaged to form the proposed CY 2011 of Davao Region. Executive and sectoral summaries of the document shall be likewise prepared.
5. Presentation and Endorsement by the RDC XI Sectoral Committees - The proposed CY 2011 AIP of Davao Region shall be presented by the RDC XI Technical Secretariat to the RDC XI Sectoral Committees for review and endorsement to the RDC XI Full Council. In the review of the proposed CY 2011 AIP, the Sectoral Committees shall be guided by the following considerations:
 - a. Sectoral Gaps - The proposed CY 2011 AIP shall be reviewed vis-à-vis the requirements of the sector. The Updated DRDP, 2008-2010, the RDA and other development plans of the region, including national development plans and initiatives, may be referred for purposes of determining the priority requirements of the sector.
 - b. Geographic Allocation - The proposed CY 2011 AIP shall be also reviewed taking into consideration the equitable allocation of programs and projects among the provinces and cities in the region.
6. Presentation and Approval by the RDC XI Advisory Committee and Full Council - The proposed CY 2011 AIP of Davao Region as reviewed and endorsed by the Sectoral Committees shall be presented to the members of the RDC XI Advisory Committee and Full Council for approval. All heads of AROs/SUCs/SDAs shall be expected to personally answer queries and clarify their proposals to the Full Council.

IV. Format

The preparation of the CY 2011 AIP shall follow the format attached as *Annex A*.

V. Schedule of Activities

The schedule of activities for the preparation and review of the CY 2011 AIP is as follows:

Activity	Output	Responsible Entity	Schedule/ Due Date
1. Review/Approval of the Guidelines for the Preparation of the Proposed CY 2011 AIP of Davao Region	Approved CY 2011 AIP Guidelines RDC XI Resolution Adopting the Guidelines	RDC XI Full Council	March 2, 2010
2. Call for the preparation of Proposed CY 2011 AIP of Davao Region	RDC XI Chair's Memo to All Concerned	RDC XI Full Council	March 2, 2009
3. Preparation of proposed AIP of AROs/SUCs/SDAs	Draft CY 2011 AIPs of AROs/SUCs/SDAs	AROs/SUCs/SDAs	March 3-17, 2010
4. Consultation/Dialogue with LGUs and other Stakeholders	LDC Resolutions supporting the draft CY 2011 AIP	AROs/SUCs/SDAs/ Local Dev't. Councils (LDCs)	Not later than March 24, 2010
5. Submission of proposed CY 2011 AIPs to the RDC XI Technical Secretariat	Revised draft CY 2011 AIP of AROs/SUCs/SDAs	AROs/SUCs/SDAs	Not later than March 31, 2010
6. Validation Workshop on Agency GAD Proposed Programs/Projects	Validated draft CY 2011 AIP of AROs/SUCs/SDAs	AROs/SUCs/SDAs/ NEDA XI	Not later than April 8, 2010
7. Technical Review and Packaging of the Proposed CY 2011 AIP of Davao Region	Draft CY 2011 AIP of Davao Region Technical Evaluation Report	NEDA XI	April 1-8, 2010
8. Review and Endorsement	RDC XI SeCom Resolutions endorsing the Draft CY 2011 AIP of Davao Region Revised Draft CY 2011 AIP of Davao Region	RDC XI SeComs	April 9-16, 2010
9. Final Review and Approval	RDC XI Full Council/AdCom Resolutions Approving the CY 2011 AIP of Davao Region Approved CY 2011 AIP of Davao Region	RDC XI Full Council with AdCom Members	Not later than April 30, 2009

VI. Key AROs/SUCs/SDAs Covered by the Preparation and Review of the CY 2011 AIP

1. Economic Sector

Department of Agrarian Reform (DAR)
Department of Agriculture (DA)
Department of Environment and Natural Resources (DENR)
Department of Science and Technology (DOST)
Department of Tourism (DOT)
Department of Trade and Industry (DTI)
Agricultural Training Institute (ATI)
Bureau of Fisheries and Aquatic Resources (BFAR)
Bureau of Plant Industry (BPI)
Cooperative Development Authority (CDA)
Fiber Industry Development Authority (FIDA)
Mines and Geosciences Bureau (MGB)
National Commission on Indigenous Peoples (NCIP)
National Food Authority (NFA)
Office on Muslim Affairs (OMA)
Philippine Coconut Authority (PCA)
Southern Philippines Development Authority (SPDA)

2. Governance Sector

Department of the Interior and Local Government (DILG)
Bureau of Fire Protection (BFP)
Bureau of Jail Management and Penology (BJMP)
Commission on Human Rights (CHR)
Philippine National Police (PNP)

3. Infrastructure Sector

Department of Energy (DOE)
Department of Public Works and Highways (DPWH)
Civil Aviation Authority of the Philippines (CAAP)
National Housing Authority (NHA)
National Irrigation Administration (NIA)
National Telecommunications Commission (NTC)
Philippine Ports Authority (PPA)
Telecommunications Office (TelOf)

4. Social Sector

Department of Education (DepEd)
Department of Health, Including Southern Philippines Medical Center (SPMC) and Davao Regional Hospital (DRH)
Department of Labor and Employment (DOLE)
Department of Social Welfare and Development (DSWD)
Commission on Population (Popcom)
Commission on Higher Education (CHED)
National Nutrition Council (NNC)
National Housing Authority (NHA)

National Statistical Coordination Board (NSCB)
Presidential Commission for the Urban Poor (PCUP)
Technical Education and Skills Development Authority (TESDA)
Davao Oriental State College of Science and Technology (DOSCST)
Davao del Norte State College (DNSC)
Southern Philippines Agri-Business and Marine and Aquatic School of
Technology (SPAMAST)
University of the Philippines - Mindanao (UP-Min)
University of Southeastern Philippines (USEP)
Philippine Science High School (PSHS)