

MIMAP Project Philippines

Micro Impacts of
Macroeconomic Adjustment
Policies Project

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Utilizing a Community-Based Monitoring System (CBMS) for Development Planning in the Province of Palawan

Anne Bernadette E. Mandap

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**Utilizing a Community-Based Monitoring System (CBMS) for
Development Planning in the Province of Palawan**

Anne Bernadette E. Mandap¹

Introduction

This paper seeks to document the implementation of a community-based monitoring system (CBMS) for development planning at the provincial, municipal and village levels in the Province of Palawan. Furthermore, the system's impact shall be evaluated based on the programs implemented vis-à-vis the needs identified and changes in resource allocation at all geopolitical levels over time.

Called the Philippines' "Last Frontier," Palawan is a small archipelago nestled between Mindoro Island and North Borneo and located approximately 586 southwest of Manila. Palawan is the country's largest province with a land area of 1.5 million hectares composed of over 1760 islands and islets. Primarily known as an ecological haven, Palawan boasts of vast diversity of exotic flora and fauna, pristine beaches and prime dive sites.

Over the years, there has been a continuous effort on the part of the Provincial Government of Palawan to provide a better quality of life for its constituents. Recent prospects in their economy together with other priorities such as poverty alleviation and environmental conservation pushed provincial planners to redefine directions in the most efficient and effective means possible. This entailed, among other things, the exploration and learning of advanced methodologies for development planning and in turn, delivery of corresponding program responses to the various changing needs.

Among the more recent analytical tools adopted by the Provincial Planning and Development Office (PPDO) of Palawan is the community-based monitoring system (CBMS). The implementation of the said system seeks to provide information on socioeconomic conditions at various geopolitical levels (provincial, municipal, and village (barangay)). The data generated from the CBMS intends to facilitate development planning, project design and program implementation and monitoring.

¹ Research Associate, MIMAP-Philippines Project

I. Innovations in the Planning Process

In the earlier years, development plans of the Provincial Government of Palawan for corresponding calendar years are already comprised of sectoral reports detailing respective situationer, major issues and concerns, vision, strategic directions, and identification of priority programs. On the other hand, the process of resource allocation and prioritization of projects and programs as well as program implementation and monitoring have been difficult and less transparent due to lack of concrete and up to date socioeconomic information. Provincial and local planners rely mainly in secondary sources i.e. national surveys, and administrative reports.

Driven by a strong will to improve the quality of life of its constituents, the Provincial Government of Palawan through its Provincial Planning and Development Office initiated a program of action to enhance the standard of development planning and program implementation in their province.

II. The MIMAP-Palawan Collaboration

In March 1999, the Provincial Government of Palawan formally sought the technical assistance of the Policy and Development Foundation Inc. (PDFI) through the Micro Impacts of Macroeconomic Adjustment Policies (MIMAP) Project- Philippines Management Office (PMO). Through a memorandum of agreement (MOA) signed by the Honorable Governor Salvador Socrates, the Provincial Government specifically requested MIMAP to assist in its project benefit monitoring and impact evaluation (*Refer to Appendix A*). The collaboration was operationalized through the Research and Evaluation Division of the Provincial Planning and Development Office (PPDO) of Palawan.

In an evaluation done by the MIMAP-Philippines PMO on the existing development plan of Palawan in August 1999, it was recommended that a framework for planning and assessment be established in the preparation of the provincial development plan. Furthermore, it endorsed that quantitative targets be set to measure goals vis-à-vis performance. In addition, it recommended that a set of indicators be established and classified as input, output and impact indicators to consider development outcomes that may not be realized in the short-run. Likewise, it advocated for the utilization of relevant information from other data sources (community based monitoring systems, national surveys and administrative reports) as benchmark for targetting or assessment of performance of the province vis-à-vis national average. For more details, see *Appendix B*.

III. The Proposed Monitoring System

The proposed scheme is a community-based monitoring system (CBMS) developed by the Micro Impacts of Macroeconomic Adjustment Policies (MIMAP) Project-Philippines in 1996. It is one of the mechanisms developed by the Project to provide policymakers, at the national and local levels, with a regular and up to date information on the possible impacts of various economic policies on the welfare of households and individuals particularly those belonging to the vulnerable groups of the society². These vulnerable groups include: (a) lowland landless agricultural workers; (b) lowland small farm owners and cultivators; (c) upland farmers; (d) artisanal fisher folk; and (e) urban poor.

The MIMAP-CBMS aims to generate data on a predetermined core set of minimum basic need (MBN) indicators. *Table 1* shows the core set of indicators identified by MIMAP which cover health and nutrition, water and sanitation, income and livelihood, shelter, basic education, peace and order, and political participation. These indicators are proposed to be supplemented with other indicators that are relevant to that particular community. The information to be gathered from the CBMS is intended to serve as inputs for development planning at the village (barangay), municipal, and provincial levels, respectively.

Designed as a more participatory approach for development planning, the MIMAP-CBMS maximizes the available manpower at various geopolitical levels. The proposed flow of information in the proposed CBMS is shown in *Figure 1*.

IV. Implementation of the CBMS in Palawan

A. Introduction of CBMS in Palawan

The concept of the MIMAP-CBMS was introduced to the Provincial Government of Palawan during a meeting of the Board of Governors of the International Development Research Centre (IDRC) held in Puerto Princesa City, Palawan in May 11, 1999. During the said meeting, Governor Salvador Socrates expressed great interest of knowing more about the MIMAP CBMS and its possible use for the improvement of development planning in Palawan.

The implementation of CBMS in Palawan stemmed from the need to fill in the gaps in data requirements for timely planning and program implementation in the province.

Prior to its adoption in the province, an evaluation of the existing data requirements of various geopolitical units in the province and its availability was jointly conducted by MIMAP and PPDO. At the provincial level, sectoral heads and representatives were convened in August 14, 1999 to provide the technical consultants

² Reyes and Ilarde (1996). "A Community-Based Monitoring System for Poverty Tracking", MIMAP-Philippines Research Paper Series Number 24.

from MIMAP with a situationer of their respective areas of concern. Thereafter, upon the request of PPDO, the MIMAP-PMO provided an assessment of its existing development plan based on the aforementioned presentation and also on its Medium Term Development Plan for the calendar year 1999-2003. Details of these comments are discussed in *Appendix B*.

Soon after, gaps on data requirements for planning and program implementation at the provincial, municipal and barangay levels were also identified. Information gathered earlier were supplemented with a dirth of inputs from a workshop held in the Municipality of Taytay, Northern Palawan in October 26-27, 1999. The workshop was participated in by village (barangay) and municipal officials from the municipalities of Taytay and El Nido. Details of the gaps in data requirements is shown in *Appendix C*.

Meanwhile, after a series of consultation meetings with Mr. Nelson Devenadera, Provincial Planning and Development Coordinator, the Research and Evaluation Division of PPDO led by Ms. Josephine Escaño, and Governor Salvador Socrates, the MIMAP-PMO was requested to facilitate a pilot-test operation in the Municipality of Taytay, Northern Palawan in November 22-23, 1999

The provincewide implementation of the CBMS was formally operationalized in November 1999 through a joint effort by the provincial and municipal government units in Palawan signified by Executive Order No. 15 issued by Gov. Salvador P. Socrates (*See Appendix D*). Thereafter, a pilot survey was conducted in two barangays of the Municipality of Taytay, Northern Palawan in November 22-23, 1999. The orientation and training of the survey enumerators as well as that of the designated municipal and provincial monitors, upon the request of PPDO, was facilitated by the MIMAP-Philippines PMO. An initial evaluation of the results in the village of Old Guinlo, a pilot site, was conducted by the MIMAP-PMO thereafter³. Meanwhile, actual survey operation in Palawan was in full blast in the first quarter of the year 2000.

B. The CBMS Palawan Questionnaire

Taking into account the various areas of concern by the provincial, municipal and village officials and representatives who have participated in the earlier mobilization activities on CBMS, the MIMAP-PMO modified the design of the MIMAP-CBMS questionnaire to suit the planning needs of the local government units in Palawan. Aside from the core information proposed by MIMAP, the revised questionnaire, shown in *Appendix E*, incorporates questions to address additional data requirements of Palawan on agricultural production and migration.

C. Strategy for CBMS Operation⁴

The strategy for survey implementation in Palawan is based on the principle of resource sharing. The municipal governments are encouraged to take the lead in

³ For details of the results of the pilot-test refer to *MIMAP-Philippines Project Updates June 2000 Issue*.

⁴ Based from the Accomplishment Report of PPDO on the implementation of CBMS as of November 2000.

coordinating the implementation while the enumerators are being recruited from their respective Barangays. The role of PPDO is to provide and disseminate the skills on all aspects of the survey and follow-up assistance during CBMS implementation.

The Research & Evaluation Division of the Provincial Planning and Development Office (PPDO) conducted 24 orientation seminars. During these 5-day activities, more than 1,300 barangay and municipal representatives from 354 barangays and 21 municipalities were introduced to the CBMS objectives, questionnaire, survey methodology and design. The seminars were attended by staff from the mayors offices, Municipal Planning and Development and other Offices, DILG representatives, BEANS, BHW, Barangay Officials, Students (SPES / OSY) and others.

Survey implementation was headed and coordinated by municipal planning and development offices. In some municipalities, like Coron, the DILG Officer assumed a lead role. The enumeration process was supported by a PPDO staff who conducted 5-days of follow-up field visit to Barangays.

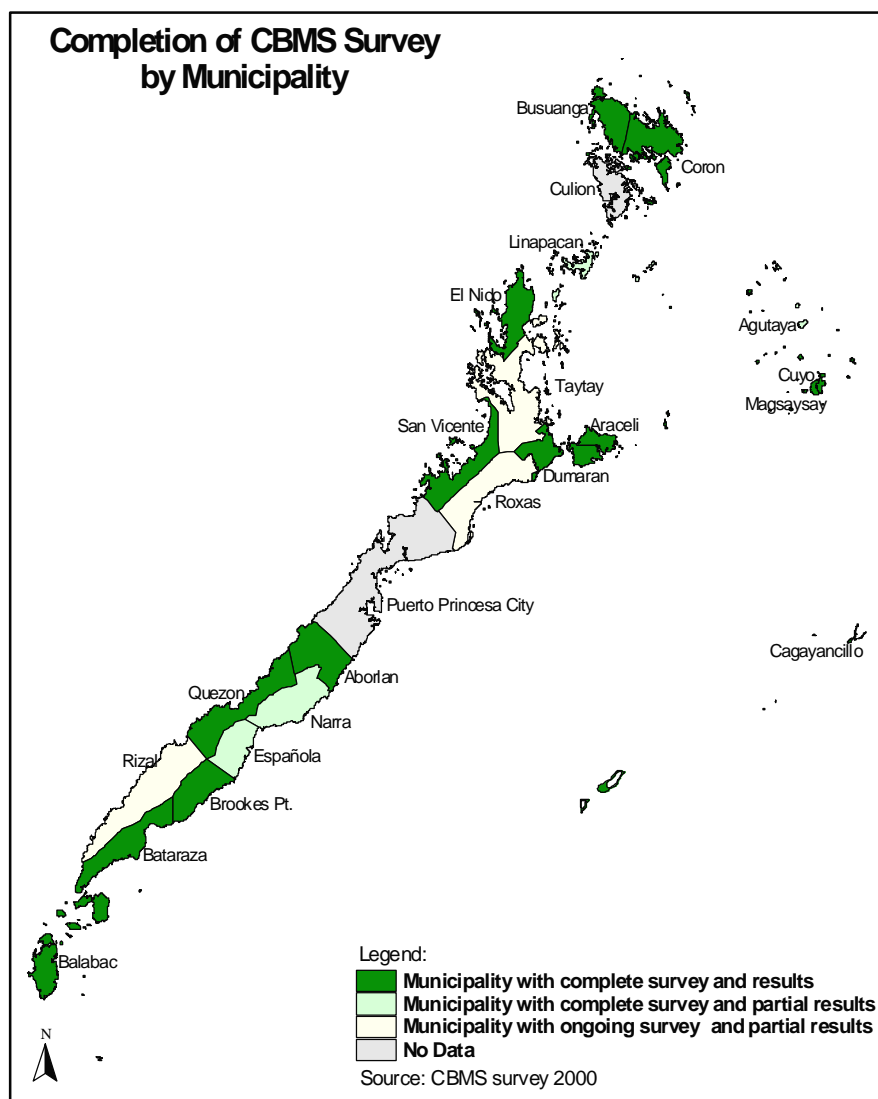
After the household surveys were completed, PPDO staff returned to conduct trainings on the processing of survey results. Lead enumerators and local officials from the barangays were called to consolidate barangay results during a 4-day training workshop. Municipal consolidation was done by the municipal planning and development offices.

In the course of the implementation of the system in the Province, the MIMAP-Philippines PMO has provided technical assistance on various areas. These include the design and preparation of survey and data processing forms, manuals and training modules, and the conduct of training monitors and field supervisors at the provincial level. In some cases, MIMAP conducted the training of municipal supervisors, barangay enumerators and data processors. Furthermore, MIMAP likewise provided technical inputs in the validation of the processed CBMS data, and the preparation of the Palawan Human Development Report.

D. Area Coverage of the CBMS

The CBMS household survey conducted for the year 2000 covered 354 out of the total 426 Barangays in 21 out of the total 23 municipalities. Three local government units (the municipalities of Culion and Kalayaan as well as the city of Puerto Princesa) were not able to participate in the initial phase of implementation of CBMS in the province.

The CBMS coverage is shown in map 1 below:



Source of Table: Palawan Human Development Report 2000

The breakdown of cost of CBMS implementation in Palawan is shown in **Appendix F**. In the case of the Province of Palawan, the total cost of the CBMS implementation is estimated at 5.03 Million Pesos. The Provincial Government shouldered 13 percent of the total cost of CBMS implementation. Around 4.3 Million were provided by the participating 21 Municipal Governments. The estimated cost per household is marked at Php 71. Refer to **Appendix G** for details of the cost at the provincial, municipal and barangay levels respectively.

IV. Strengths and Weaknesses of the CBMS implementation

The Research, Statistics, and Evaluation Division of PPDO Palawan made the following assessment on the implementation of CBMS for the year 2000⁵:

1. The **quality of CBMS data** is generally reliable and valid. Compared to the SRA-MBN, the survey shows only moderate deviations. In addition, the relative rankings of municipalities are noted to be generally acceptable and/or can be explained by the prevailing conditions. However, on particular indicators like households in makeshift housing, households with income greater than poverty line or rate of participation of household members in community organizations, the generated information needs to be further validated across all municipalities. On other indicators like literacy rate, school attendance and the households with members as victims of crimes, validation is required only in particular locations.
2. The **strategy of implementation** proved particularly effective where the municipal governments assumed a strong coordinating role and where orientation, enumeration and processing was done within a short period (examples are the Municipalities of Cagayancillo and Cuyo) and where weather conditions did not hamper the survey. Where the implementation schedule was less tight, relaxed coordination or lengthier due to higher number of population, output in terms of quality and quantity was lower. The quality of results was particularly affected by weak coordination and time delays to the effect that PPDO staff was not able to provide follow-up training on time. This added also to the cost (particular from the provincial budget) because PPDO trainers had to return several times to provide follow-up training.
3. The **questionnaire** proved acceptable and well-designed. A number of questions are prone to misinterpretation (Questions 3, 12, 22, 81, 82, 84) and require more careful explanation in future. For other questions (59 and 60 on domestic violence), respondents are reluctant to provide answers. For question Nr. 24, the codes deviated from the provincial GPDP and information on tourism is lacking. Question 34 does not include sea weeds, while question 35 should limit information only to the area within the Barangay. In question 36, information is difficult to quantify (units given are cavans, kgs, tons, cans, sacks, baskets, pieces). Questions 48 and 49 should show the unit-cost.
4. It is reported that **enumerators** sometimes were not capable to master the survey. This is attributed to individual capacities and, to a lesser extent, to lack of commitment. A serious problem that enumerators are facing in the far-flung areas is the long travel distance/time and not all LGU released the incentives to cover travel expenses as promised. A helpful invention was the

⁵ Provincial Planning and Development Office (PPDO) of Palawan. CBMS Accomplishment Report, November 2000.

designation of lead enumerators who checked on the quality of data and progress during the survey.

5. **Processing of data** turned out to be the most difficult task. A major weakness is the link between the questionnaire and the survey processing form. In addition, the font size of the processing form is perceived as being too small. While the questionnaire uses tagalog language, the processing form are written in english. The use of the processing form was further complicated by the fact, that some information could not be transferred from the questionnaire due to missing locators in the processing form. Also, training on survey processing by PPDO staff was not always properly scheduled and provided. As a result, the processing of questionnaires was, in some cases, elevated to the provincial level, which significantly added to the workload of PPDO staff.
6. The **PPDO trainers** had their strengths in orienting the municipal and barangays counterparts on the CBMS, survey questionnaires and planning the survey implementation. Weaknesses were revealed in discussing the processing forms and procedures. The trainers report that too little instruction was provided to them in advance and that they had only limited familiarization with the processing and the CBMS indicators.

These comments and suggestions, in turn, have been very useful for the MIMAP-PMO in refining the survey tools, manuals, and training modules. The revised forms, manuals and procedures will be utilized for the succeeding phases of the implementation of the system.

V. Utilization of CBMS Information

Aside from providing benchmark information for planning and program implementation, the information gathered from CBMS are intended to substantially enrich the existing profiles, reports and development plans at all geopolitical levels. The succeeding illustrations highlight the utilization of CBMS at the (village) barangay, municipal, and provincial levels in the province of Palawan.

A. Provincial Government

1. Information from the CBMS served as inputs to the socioeconomic database and geographic information system of the Provincial Planning and Development Office (PPDO).
2. Data on development indicators derived from the CBMS survey were utilized as benchmark information during the planning convention in September 2000 and 2001.

3. Data also served as baseline information in the preparation of the Palawan Human Development Report 2000 by the Research and Evaluation Division of PPDO. The report is a by-product of consolidated work effort from the various geopolitical levels of the province as well as line agencies of the government.

Compared to the earlier development reports, the aforementioned document contains quantitative trends in selected indicators among various sectors namely health, nutrition and sanitation, income and livelihood, education and infrastructure among others. Secondary data sources which is often utilized was further supplemented by the more recent information gathered from the CBMS survey. Another innovation for the preparation of this report is the use of GIS-maps to illustrate the socioeconomic conditions of the respective municipalities.

4. Data served as baseline information for the preparation of zone profiles which was used for the cluster planning sessions for the year 2001. CBMS data will be supplemented by available data from the existing databanks of national and provincial planning units on facilities, programs and projects.

B. Municipal Government

1. Aborlan, Southern Palawan

The local government of Aborlan through its municipal planning and development office was able to utilize the data gathered from CBMS for the preparation of their annual investment plan. It was noted that the planning and prioritization of projects and programs started at the barangay level. The most common project proposed is on livelihood.

One advantage cited by the MPDO of the implementation of the community-based monitoring system is that it has helped in building and improving the capacity of the barangay leaders for planning.

2. Quezon, Southern Palawan

All plans and programs for the year 2001 for Quezon that were discussed during the municipal planning and development council meeting held in November 2000 were based on the results of the CBMS survey. In particular, the CBMS data helped in the identification of requirements of the respective communities, and aided in prioritization of projects and programs for the year 2001.

The identified needs in the survey were validated through discussions with barangay officials before identifying corresponding projects. The MPDO also consulted the officials of respective barangays regarding proposed projects and solutions to their respective needs and problems. It was noted that the MPDO of Quezon directly supervises project identification and implementation in the municipality.

Discussions during the aforementioned MDC workshop and consultation meetings serve as inputs for the preparation of the municipality's annual investment plan for the year 2001. The same planning process was replicated in all barangays in Quezon.

3. Bataraza, Southern Palawan

The CBMS information on access to water helped the local government of Bataraza in validating the outcome of a sanitation project that aimed at improving the access to toilet facilities among the households in the area. It turned out that the toilets were just distributed but were not installed. The latter outcome was attributed to the failure of the program implementers to monitor the installation of the toilet facilities.

C. Other Institutions and Agencies

1. Philippine National Red Cross-Puerto Princesa

The CBMS data was used by the agency in its Integrated Community Disaster Planning Program (ICDPP). In particular, the data served as inputs for guidelines for the selection of project sites and areas in the municipalities of Quezon and Coron.

As of date, ICDPP was able to use the CBMS data (*on demographic /population/household characteristics, resources available to the community livelihood, access to potable water, and methods of garbage disposal*) in the preparation of the profile of the municipality of Quezon. The CBMS data supplemented by other information from the RHUs served as inputs in verifying priority problems in the community discussed during community assemblies (focused group discussions). Among the priority projects identified as a result of the use of CBMS data 2000 is the development of water system in Calumpang (construction of 2 deep wells and 13 dug wells), and Tabon (construction of an elevated water tank-Level 2). Furthermore, other community projects relating to health were also identified.

The process of utilization of CBMS is currently being replicated in the municipality of Coron.

2. Palawan Tropical Forestry Protection Program (PTFPP)

PTFPP is a special project by the European Union (EU) which started in 1995. The main thrust of the project is forest protection through livelihood.

CBMS data, as of date, has served as input to the preparation of PTFPP's strategic management plan for South Palawan which covers the municipalities of Quezon, Brookes' Point, Rizal, Española and some portions of Bataraza. In particular, PTFPP has noted to have used PPDO's data on HDI (which made use of CBMS as baseline information in its computation), and also the municipal profile of Quezon (which likewise was based from CBMS data).

PTFPP suggests to further process the CBMS information in a way that will show difference in socioeconomic conditions between lowland and upland communities. Specifically, PTFPP has expressed interest in using data from the sitio level (in the upland communities).

3. Conservation International

The CBMS data was noted to have been useful for Conservation International (CI) in the preparation of socioeconomic profiles of the Calamianes group of islands (Busuanga, Coron and Linapacan) where a project on resource economy (*study on live reef fish trade ; the study also looks at the use of cyanide for fishing vis a vis other methods*) is currently being conducted. Among the CBMS data initially utilized were those on demographic characteristics and migration.

CI will utilize the other information in the CBMS survey i.e. fishing and farming as soon as they have processed them (they borrowed the questionnaires from PPDO). They are planning to encode the latter first.

4. Center for Renewable Resources and Energy Efficiency (CRREE)

The Center for Renewable Resources and Energy Efficiency (CRREE) aims to promote renewable energy through capacity building among communities. Among its activities are training on renewable energy technologies, education & awareness building among barangays and local government units, renewable energy development, and electrification of communities by providing hardware support (done through partnership with private organizations and other interested groups).

The CBMS data is being utilized by CRREE in its project referred as “Palawan New and Renewable Energy & Livelihood Support Project”. In particular, the data on infrastructure and utilities, population and household characteristics, education and literacy, and livelihood are being used as baseline information for the preparation of profiles of possible project sites in Palawan. The said document serves as supporting documents for validation of data during consultation with local government units.

5. Department of Social Welfare and Development (DSWD)

The national office of the DSWD have noted the usefulness of the CBMS data in monitoring of the improvements and unmet needs in areas covered by the Comprehensive Integrated Delivery of Social Services (CIDSS) Program in the province of Palawan. CIDSS is among the national government’s social program initiated in the past.

VII. Recent Developments and Future Directions

As of date, the Provincial Planning and Development Office (PPDO) particularly its Research and Evaluation Division, is in the process of consolidating other relevant information on income and livelihood from the province-wide CBMS survey 2000. Simultaneously, a work plan has also been prepared for the next phase of the implementation of CBMS in the province. The latter would include the preparation for the conduct of a second round of CBMS survey (covering only a predetermined core set of indicators), and the conduct of focus studies using the CBMS data 2000 among others.

Simultaneously, the City Government of Palawan will be conducting the CBMS survey this November. In this regard, the MIMAP PMO conducted a training workshop for enumerators and data processors in Puerto Princesa City earlier this month. The survey will be conducted in 12 out of the 66 barangays in the City. The coverage of the survey, on the other hand, will be expanded next year.

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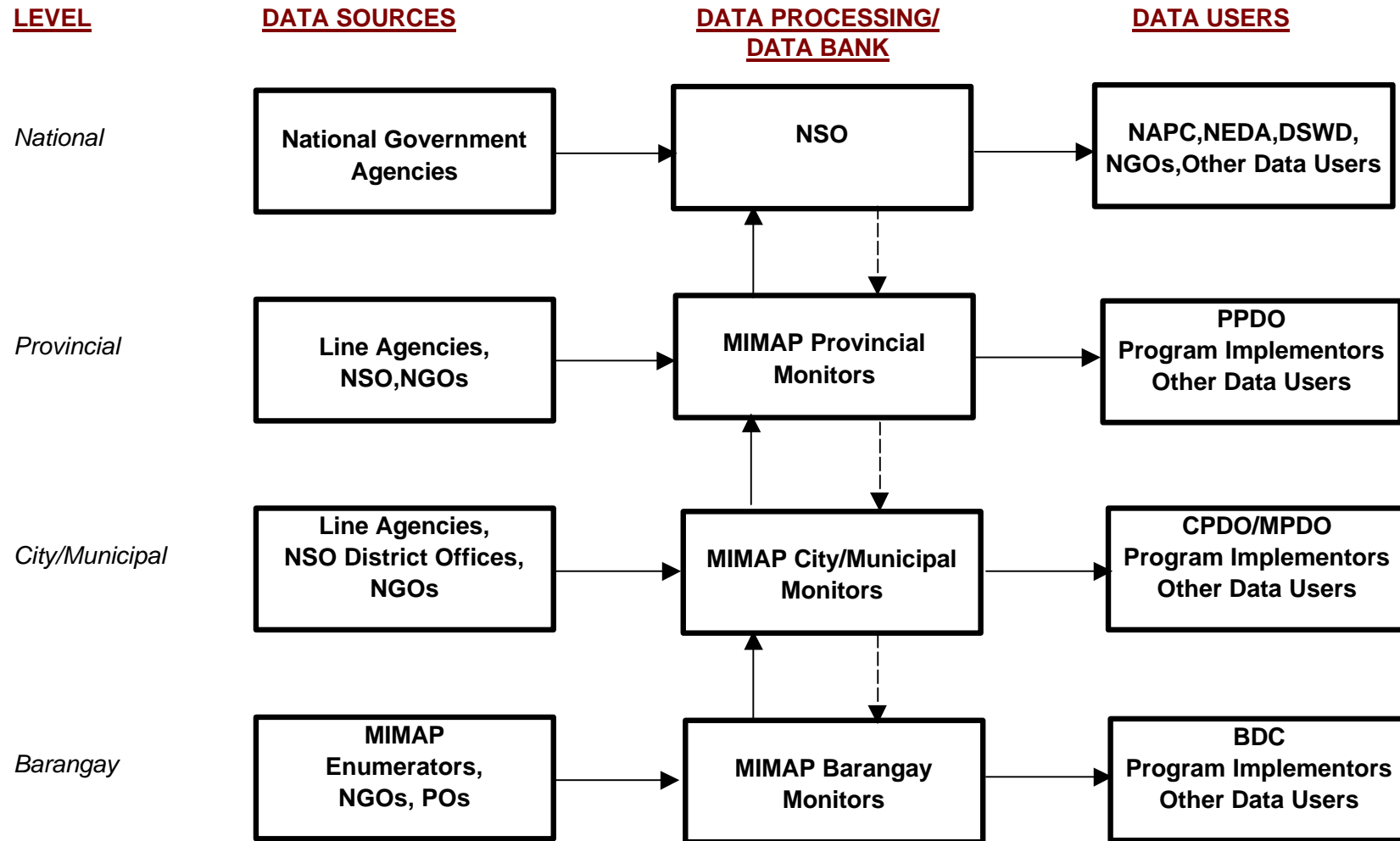
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Table 1

MIMAP Indicators and Variables for Various Geopolitical Levels

AREA OF CONCERN	INDICATORS: Municipal/Provincial/ Regional/National Levels	VARIABLES: Barangay Level
A. Survival		
Health	1. Infant mortality rate	Number of livebirths; Number of infant deaths (< 1 yr. old)
	2. Child mortality rate	Number of living children; Number of deaths of children (1-6 yrs. old)
Nutrition	3. Prevalence of acute and chronic malnutrition	Number of children (0-6 yrs. old) by height, weight, sex, age
Water & Sanitation	4. Proportion of households with sanitary toilet facilities	Number of households by type of toilet facilities used
	5. Proportion of households with access to safe water	Number of households by source of water supply
B. Security		
Shelter	6. Proportion of households in makeshift housing	Number of households by type of construction materials used for roofs and walls of dwellings
Peace & Order	7. Crime incidence	Number of victims of crimes by type of crime
	8. Incidence of armed encounters	Number of victims of armed encounters
C. Enabling		
Income & Livelihood	9. Proportion of households with income greater than the poverty threshold	Income of households
	10. Employment	Number of household members (15 yrs. old & above) who are either at work (i.e., worked for at least an hour during the reference period) or with a job/business.
	11. Underemployment	Number of employed persons wanting more hours of work
Basic Education and Literacy	12. Elementary enrolment	Number of children (6-12 yrs. old) attending the elementary level
	13. Secondary enrolment	Number of family members (13-16 yrs. old) attending the secondary level
	14. Basic literacy	Number of family members (10 yrs. old & above) able to read and write a simple message in any language or dialect
Political Participation	15. Proportion of households involved in at least one community organization	Number of households with members who are involved in at least one community organization
	16. Proportion of households who participated in formal electoral processes	Number of households with eligible/registered/actual voters

MIMAP MONITORING SYSTEM FLOW OF INFORMATION



List of Appendices

APPENDIX A: Memorandum of agreement (MOA) between PDFI, MIMAP and the Provincial Government of Palawan

APPENDIX B: Evaluation on the existing development plan of Palawan, August 1999

APPENDIX C: Details of the gaps in data requirements of Palawan

APPENDIX D: Executive Order No. 15

APPENDIX E: The revised questionnaire of the CBMS

APPENDIX F: The breakdown of cost of CBMS implementation in Palawan

Appendix G: details of the cost at the provincial, municipal and barangay levels respectively.

APPENDIX A

Memorandum of agreement (MOA)
between PDFI, MIMAP and the
Provincial Government of Palawan

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement entered into and executed this ____ day of _____, 1999 by:

The ***Policy and Development Foundation Inc.*** with principal office at ***120 Amorsolo St. Legaspi Village, 1229 Makati City, Metro Manila***, hereinafter referred to as "***PDFI***", represented by its Executive Director, ***Dr. Mario B. Lamberte***;

- and -

The ***Provincial Government of Palawan*** with principal office in ***Puerto Princesa City***, represented herein by its Governor, ***Honorable Salvador P. Socrates***;

WITNESSETH

WHEREAS, to ensure better and effective discharge of local functions and powers, the Provincial Development Council was created under Title Six, Book I of the Local Government Code of 1991 (RA 7160) to provide direction, supervision, control and coordination in the developmental efforts of the LGU;

WHEREAS, the Provincial Planning and Development Office (PPDO) acts as the coordinating body and the center of operations of all committees, bodies, etc. that form the development council and the operations of the council itself either directly or through its executive committee led by the Provincial Governor;

WHEREAS, the PDFI is a non-stock, non-profit organization involved in socio-economic research which seeks to assist the Philippine government in planning and policy-making;

WHEREAS, PDFI is a recipient of a grant from the International Development Research Centre-Canada to implement the research project entitled "*Micro Impact of Macroeconomic Adjustment Policies (MIMAP) Project Philippines*" which aims to provide policymakers, special interest groups and the general public, with a good information base on the possible effects of economic reforms on the vulnerable groups in the society ;

WHEREAS, the Provincial Government of Palawan through PPDO requests for technical assistance on project benefit monitoring and impact evaluation from PDFI through the MIMAP Project.

NOW THEREFORE, for and in consideration of the above premises, the PARTIES hereto agree to collaborate, subject to the following terms and conditions:

Section 1. Objectives

The activities to be conducted by PPDO and PDFI through MIMAP are in line with the former's goal of a more effective and efficient program planning, implementation and monitoring. Specifically, this collaboration aims to:

1. expand awareness of the PPDO on the possible impacts of macroeconomic adjustment policies on socio-economic welfare in Palawan.
2. improve the analytical techniques being utilized by the PPDO in monitoring the effects of policies and programs of the national and provincial government on socioeconomic conditions in Palawan;

Expected Outputs:

1. Development and design of Indicator System
2. Project Benefit Monitoring and Impact Evaluation Framework
3. Manual of Operations

Section 2. Responsibilities

A. The PDFI through the MIMAP-Philippines PMO shall:

1. Provide assistance to PPDO by sharing the analytical tools it has developed that will be found relevant to the technical needs of the PPDO staff ;
2. In view of (1), share the research outputs of the Project specifically in terms of poverty monitoring and policy impact assessment through the provision of relevant research reports/publication and/or the conduct of technical training workshops/seminars on quantitative modelling.

3. Assist PPDO in the development and institutionalization of an indicator system that will allow them to assess their performance vis-à-vis their development goals.

B. The Provincial Government of Palawan through PDO shall:

1. Spearhead the conduct of corresponding meetings and training workshops in Palawan;
2. Provide logistical support during workshops, meetings and seminars in the duration of the collaboration;
3. Allocate an amount of P 200,000, to be managed by PPDO, for the first year of operation which shall form part of the project fund.
4. Provide counterpart personnel who will implement the project benefit monitoring and impact evaluation systems.
5. Generate and provide the data required by the monitoring and evaluation systems.

Section 3. *Timetable*

The project activities shall commence on August 1, 1999 and terminate on July, 2001. The activities shall be as follows:

- | | | |
|--|---|-----------------------|
| 1. Initial Meeting on the WorkPlan | - | August 1999 |
| 2. Define Provincial Indicator Set | - | October 1-6, 1999 |
| 3. Identify data requirements gap | - | October 8-15,1999 |
| 4. Devise research plan to close gaps | - | October 8-15, 1999 |
| 5. Research activities/benchmark survey- | | October-November 1999 |
| 6. Analysis | - | December 1-15, 1999 |

Section 4. *Effectivity*

This agreement shall take effect upon signing by the representatives of the Parties hereto and shall be in force until July, 2001 unless revoked by mutual consent of the Parties prior to that date.

IN WITNESS WHEREOF, the Parties hereunto affixed their signatures on
this _____ day of _____, 1999 at _____.

Policy and Development Foundation, Inc.
By:

SIGNED
DR. MARIO B. LAMBERTE
Executive Director

Provincial Government of Palawan
By:

SIGNED
HON. SALVADOR P. SOCRATES
Governor

APPENDIX B

Evaluation on the
existing development plan of
Palawan, August 1999

August 24, 1999

Mr. Nelson Devenadera
Provincial Planning and Development Office
Office of the Governor- Palawan

Dear Mr. Devenadera:

We are pleased to send you a documentation of our comments on the Palawan Development Plan as per our discussion during the workshop last August 14, 1999 in Puerto Princesa City.

Likewise, we would like to express our sincerest gratitude for your warm accommodation during our recent visit in your province.

Best regards.

Truly yours,

SIGNED

Dr. Celia M. Reyes
Project Director, MIMAP-Philippines

Cc: Gov. Salvador Socrates
Ms. Josie Escaño

Comments on the Palawan Development Plan

1. Presentation of Sectoral Situationer

- a. Include a more detailed assessment (showing changes/improvements/deterioration, overtime) of respective sectors instead of just presenting current status in the situationer. The report should not only include statements of major issues and concerns but instead should also be supported by statistics (data) to determine the extent (magnitude) and nature of problems cited. *A good example of which is the presentation of the fisheries sector.* The latter utilized time series data which showed trends in the number of illegal fishermen apprehended. In addition, it made use of standards to assess actual vis-à-vis desired improvements in terms of number of fishery personnel per 100 fishermen.

Example: On Education

One may look beyond the quantity of infrastructures built. It might be useful to analyze the trend (changes) in school enrolment over time (Is it able to cope up with increasing school-age population?).

Furthermore, the assessment may also relate outcomes with the resources being given to the sector i.e., proportion of the provincial government's budget given to the sector over time. An analysis of this type, for instance, would facilitate budget prioritization given the limited provincial government's fund.

- b. Set a framework for planning and assessment.

Proposed Framework:

Goals⇒	Strategies⇒	Indicators	⇒	Annual Targets
		Input	Outcome	Impact
<i>General</i>				Y1 Y2 Y3...Y10
<i>Sub-goals</i>				

Note: The need to classify indicators as such considers the fact that some outcomes may not be realized in the short-run. On the other hand, quantitative targeting (setting annual targets) explicitly measures performance vis-à-vis goals.

(Refer to attached document for a sample application of this framework)

c. Utilize relevant information from other data sources (community based monitoring systems, national surveys and administrative reports) as benchmark for targetting or assessment of performance of the province vis-à-vis national average.

i.e. National Income Accounts - data on prices, gross value-added, productivity
Consumer Price Index - inflation rate for food
Labor Force Surveys - lack of employment opportunities

d. Cite sources of information/data to ensure consistency of figures and also for easier reference/verification in future planning activities.

2. Choice of indicators

- a. Identify indicators for key result areas which do not have one. If there are already existing indicators for key areas, it may be useful to assess if these are appropriate or sufficient measures.
- b. Select indicator/s which will show the total picture of a particular area of concern. For instance, to monitor educational status of constituents, one may look into the school enrolment rate in both public and private school (instead of just focusing on public school enrolment).
- c. Further disaggregation of data (indicators) collected broadens the capability of the system to capture the welfare status of different groups (male vs females, poor vs non-poor, among others).
- d. Existing key measures used by the province are mostly input indicators. Extend the system through identifying impact indicators- if possible, use indicators that would reflect the priority of the province.

Example 1: Peace, Order and Justice

Input indicator: # of Personnel

Impact Indicators: Proportion of Cases Solved/Number of Cases Filed

Example 2: Cooperative and Marketing

Input Indicator: Number of Cooperatives and Members

Impact Indicator: Number of individuals who availed credit

e. Suggested key indicators for selected sectors:

1. Agriculture – CPI for food, agri-output per capita, growth rate
2. Peace, Order and Justice – crime rate
3. Social Welfare – poverty incidence
4. Education – literacy rate
5. Environment – pollution
6. Health/Nutrition – mortality rate, morbidity rate, malnutrition prevalence rate, micronutrient deficiency
7. Trade and Industry – exports, industry and services output

f. In the selection of indicators, it would be useful to consider the linkages across sectors. This would mean choosing indicators which could possibly identify needs in a particular sector which may be addressed by other sectors (expected outcome: multi-sectoral planning of projects/activities).

Example: One problem in the Tourism sector is the lack of skilled workers

This problem should be addressed by the education sector through reorientation of the school curriculum or providing technical/vocational courses to produce trained workers for the tourism industry.

3. Proposed Monitoring System

A useful monitoring system should be able to provide data on a regular basis for situational analysis. It should be able to indicate progressive vis-à-vis problematic areas. This in turn could facilitate monitoring effectiveness of specific programs, measurement of the achievement of set goals, and planning for a more improved delivery of appropriate social (welfare) services to targeted groups.

Specific suggestions for each sector:

1. Tourism

- a. Add employment in tourism-related activities
- b. Needs to be more explicit about linkages with other sectors

2. Fisheries and Aquatic Resources

- a. Good situationer-uses a lot of time series data which were able to show trends; has standards to assess actual vis-à-vis desired performance.
- b. Since key result areas are well specified, the sector can proceed in determining annual targets
- c. Identify relevant indicators for each area of concern.

3. *Agriculture and Livelihood*

- a. On data presented
 - Cite inclusive dates which the data represented
 - Cite sources of data
- b. Monitor prices of food items, measures of productivity, net surplus from rice output vis-à-vis consumption

4. *Environment and Natural Resources*

- a. It may be useful to include statistics to support statements of major issues and constraints, to indicate magnitude of problem as well as to establish trends.
- b. Most indicators used are input indicators; no impact indicators.
- c. Clarify the meaning of balanced ecology and sustained management of natural resources. Set indicators which may be used to measure the latter goal.

5. *Trade and Industry*

- a. Provide disaggregation for number of registered establishments, investment etc. in the situationer.
- b. Provide data to support statement of major issues and concerns as well as to show the magnitude of the problem.
 - Ex. Lack of employment opportunities -proportion of unemployed*
- c. Establish linkage with other sectors through, for instance (with the infrastructure sector), presentation of data pertaining to power cost, transportation cost, and inadequate communication.
- d. Compare statistics with national average as well as with other countries.

6. *Cooperative and Marketing*

Indicators used are mostly input indicators i.e. number of coops and members. Set impact indicators of cooperatives such as number of individuals who availed of credit, number of individuals who set up businesses (employment generated), and incomes of coop ventures.

7. *Power, Energy, Water and Utilities*

There is a need to add (or if available process them) indicators on:

- a. Proportion of barangays/households served to total number of households/barangay.
- b. Average number of hours that barangays/households have power (since problem is limited number of hours)
- c. Cost of energy/power

- d. Number of phone lines per 1000 population
- e. Proportion of households with access to potable water.

8. *Infrastructure*

On road density

Gap between national standard (which is used by the sector as a benchmark) and Palawan's standard (in km. of road per square km) can be used to determine annual targets.

9. *Education*

- a. On indicators, why focus on public school enrolment only? Maybe useful to show trends both for public and private schools to capture shifts brought about by changes in socioeconomic conditions.
- b. No change in enrolment (as shown by data presented) highlights the need to reflect trends.

10. *Peace, Order, and Justice*

Include data on backlogs in court cases such as proportion of cases resolved to total number of cases filed and proportion of solved crimes to total number of crimes.

11. *Social Welfare Sector (Based on August 13, 1999 Consultation Meeting)*

- a. In making the situational analysis, one should aim to tell a story of the sector components. Thus, the need to look into the details of issues in each component. This in turn would facilitate prioritization of projects in the sector.
- b. Other indicators may be further explored. For instance to monitor conditions of women, one may look into their participation rate in the labor market and organizations, incidence of violence among women, their access to education and employment opportunities, proportion of women with jobs among others.
- c. There is a need for input, output, and impact indicators of performance in key areas of concerns.
- d. There is a need for a framework in identifying indicators.

APPENDIX C

Details of the gaps in
data requirements of Palawan

Gaps in the information requirements of Palawan

Variables		Input	Indicator Output	Impact/Outcome
Human Development				HDI
Growth	Average Income per Household	Poverty Incidence		GPDP
		Magnitude of Poor		Per Capita GPDP
		Savings rate		
	Consumer Price Index			Inflation rate
<i>Trade, Industry, Labor and Employment</i>	Investments	Number of jobs generated		GVA in industry
		employment rate		GVA in service
		unemployment rate		
<i>Infrastructure Development</i>	Total kilometers of paved roads			
	Number of Airports built	Number of functional airports		
	Number of Seaports built	Number of functional seaports		
	Areas provided access to telephone lines	Number of hhs with access to telephone lines		
	Areas provided access to electricity	Number of hhs with access to electricity		
<i>Agriculture</i>	Proportion of farming-households with access to credit	Yield per prime commodity		GVA in Agriculture
	Proportion of farmers with access to production areas and market centers	Yield per high value crop		
	Proportion of farming-areas with available irrigation facility			
<i>Livestock</i>	No. of functional NGOs and POs that deliver basic veterinary services	Livestock population growth (%)		GVA in Livestock
	No. of functional livestock organizations cooperatives, and farmer associations	Poultry population growth (%)		

Gaps in the information requirements of Palawan

Variables	Input	Indicator Output	Impact/Outcome
Growth			
<i>Fisheries</i>	Number of programs on livelihood options Incidence of fishing violations	Mangrove area destroyed/converted Total fish catch per fisherman	GVA in Fisheries
<i>Tourism</i>	Budget allocation to infrastructure support to tourism industry Number of tourist spots/destinations developed	Number of tourists Number of jobs generated by the industry	GVA in tourism
<i>Cooperative</i>	Mortality rate of cooperatives Proportion of active/succesful cooperatives		
Equity			share of total income of poorest 40% ratio of income share of richest quintile to poorest quintile
<i>Health and Nutrition</i>		Number of households with access to preventive health care facilities/systems Number of government and private hospitals Bed-population ratio Ratio of government health personnel to population	life expectancy mortality rate morbidity rate
		Number of households with access to family planning services	population growth rate fertility rate

Gaps in the information requirements of Palawan

Variables		Indicator	
	Input	Output	Impact/Outcome
Equity			
Health and Nutrition		Number of households with access to feeding programs	
		Number of households with access to potable water	
		Number of households with access to sanitary toilet facilities	
Education	Classroom-Pupil Ratio	school-enrolment rate	basic literacy rate
	Teacher-Pupil Ratio	achievement test scores	functional literacy rate
	Number of persons trained from different cultural communities	drop-out rate	
Social Services	Number of day-care centers	Participation rate of women to community organizations	Proportion of women with gainful employment
	Number of centers for women and children	Incidence of victims of domestic violence	
Peace and Order	No. of functional facilities and equipment for penology and rehabilitation	Crime incidence	
	No. of functional RTC/MTC established		
Political Participation	No. of registered voters		
	No. of voters turn-out		

Gaps in the information requirements of Palawan

Variables		Indicator	
	Input	Output	Impact/Outcome
Sustainability			Environmentally Net Adjusted Domestic Product
Environment and Natural Resources	Total area reforested	Deforestation rate	Proportion of families with access to sustainable livelihood projects
	Coral Reef status		
	Mangrove Cover		
	Ratio of Forest Land Cover to Total Land Cover		
	Number of Programs/Projects	Proportion of Projects/Programs Completed	
Waste Management	No. of municipalities where solid waste management has been established		
	No. of waste recovery centers		
	No. of cooperatives of waste pickers organized		
Public Administration		Computer functional literacy rate	
Fiscal Management	Revenues generated by source	surplus/deficit	
	Expenditure by sector and industry		

Gaps in the information requirements of Palawan

Indicator	Disaggregation	Alternative Sources	Frequency of Data Collection	Schedule of Release of Data
GROWTH				
Consumer Price Index	by commodity group	Provincial Profile, NSO		
IRA distribution	provincial, by municipality	DBM	annually	
Labor Force Employment	national, regional, provincial by status, urban-rural, by type of industry by major occupation group by class of worker by municipality	Labor Force Survey, NSO	Quarterly (Jan, April, July, Oct)	Five months after conduct of survey (May, Aug, Nov, Feb)
Income Per Capita Income Household Income		FIES-NSO	Every 3 years (1991, 1994, 1997)	One year after reference year

Gaps in the information requirements of Palawan

Indicator		Disaggregation	Sources	Frequency of Data Collection	Schedule of Releases
EQUITY					
<i>Health and Nutrition</i>	Life Expectancy	by sex, urban-rural			
	Morbidity Rate	by age group, by sex, urban-rural	National Demographic Survey	Every 5 years	Four months after the reference
	Mortality Rate	by cause	-NSO	(1988, 1993, 1998)	year (April)
	Malnutrition Rate	National, Regional, urban-rural	National Nutrition Survey,	Every 5 years	One year after reference year
	Proportion of Malnourished Children	by age-group	-FNRI	(1982, 1988, 1993, 1990)	
	Proportion of families with access to potable water	National, Regional, Provincial urban-rural	FIES-NSO	Every 3 years (1991, 1994, 1997)	One year after reference year
	Proportion of families with access to sanitary toilet facilities	National, Regional, Provincial urban-rural	FIES-NSO	Every 3 years (1991, 1994, 1997)	One year after reference year
	Proportion of families with access to health facilities/services	urban-rural, public- private			
	Population Growth	provincial, by municipality	NSO	Annual	

Gaps in the information requirements of Palawan

	Indicator	Disaggregation	Sources	Frequency of Data Collection	Schedule of Release of Data
Equity <i>Education</i>	Literacy	National, Regional, Provincial	NSO-FLEMMS	Every 5 yrs	Five months after conduct of survey
	Basic	by sex, by age group, urban-rural		(1989, 1993, 1999)	
	Functional	by sex, by age group, urban-rural			
	Enrolment Rate	National, Regional, urban-rural	NSO	Annually	
	Primary	Private-Public			
	Secondary				
		by district, by school	DECS	Annually	
	Drop-out rate		administrative records		
	Teacher-Pupil ratio	by district, by school urban-rural	DECS	Annually	
	Classroom-Pupil ratio	by district, by school urban-rural	DECS	Annually	
	Book-Pupil ratio	by levels, urban-rural			
	School age population	provincial, by sex	DECS		
	Average achievement test scores	by levels, urban-rural			

Gaps in the information requirements of Palawan

Indicator	Disaggregation	Sources	Frequency of Data Collection	Schedule of Release of Data
Sustainability				
Number of Fishing Vessels				
municipal	by region	BFAR (1997)		
commercial	by kind of gear	BFAR, NSO (1985-1992)		
GPDP with GVA breakdown	by sector	NSCB (1988-1994)		
Cost of depletion	by sector	NSCB (1988-1994)		
Corals (in kgs)	by province, by quality	FAO (1983-1997, 1991)		
Area of mangrove forest	by region	NSO (1992-1994, 1996)		
Reforestation	by region	FMB-NSCB (1996)		
Forested land area	by province	FMB- NSCB (1987-1996)		
Losses	by classification	DENR		
Total marine fish catch	by classification	IEMSD (1976-1993)		
Estimation of Fishery Resource Depletion	by classification			
Irrigation Development	by classification	NEDA, 1988-1991		

Gaps in the information requirements of Palawan

Gaps		Alternative Sources
1	Provincial Implicit Price Index for some commodity groups	Provincial Profile, NSO
2	Municipal breakdown of employment by type of occupation/educational attainment	MIMAP-CBMS
3	Total Income of Households	FIES, NSO MIMAP-CBMS
4	Number of households with access to other sources of electricity	MIMAP-CBMS
5	Migration within the province	MIMAP-CBMS
6	Life Expectancy by municipality	-
7	Municipal data for family members involved in at least one legitimate organization	MIMAP-CBMS
8	Adult literacy rate	MIMAP-CBMS
9	Frequency of monitoring of coral reef status	FAO

*Presented by MIMAP PMO in Taytay, Northern Palawan
October 26, 1999*

APPENDIX D

Executive Order No. 15

Republic of the Philippines
PROVINCIAL GOVERNMENT OF PALAWAN
Puerto Princesa City

EXECUTIVE ORDER NUMBER 15

**DIRECTING THE INSTITUTIONALIZATION OF THE COMMUNITY-BASED
MONITORING SYSTEM UNDER THE MICRO IMPACT OF MACRO
ADJUSTMENT POLICIES (MIMAP) PROJECT IN PALAWAN**

Whereas, to ensure better and effective discharge of the local functions and powers, the Province organized the Provincial Development Council (PDC) as mandated under Title Six, Block I of the Local Government Code of 1991 (RA 7106) to provide direction, supervision, control and coordination in the development efforts of the Province;

Whereas, the Provincial Planning and Development Office (PPDO) of the Provincial Government acts as its coordinating body and the center of operations of all communities, bodies, etc. that form the development council as well as the operations of the council itself either directly or through its executive committee led by the Provincial Governor;

Whereas, the Policy and Development Foundation, Inc. (PDFI); is a non-stock and non-profit organization involved in socio-economic research which aims to assist the Philippine Government in matters of planning and policy-making;

Whereas, the PDFI is a recipient of a grant from the International Development Research Center-Canada to implement the research project entitled Micro Impact of Macroeconomic Adjustment Policies (MIMAP) hereinafter called MIMAP Project Philippines which aims to provide policy-makers, special interest groups and the general public, with good information base on possible effects of economic reforms on the vulnerable groups of the society;

Now, Therefore, I, SALVADOR P. SOCRATES, by virtue of powers vested in me by law do hereby order:

Section 1. *Institutionalization of the Community-Based Monitoring (CBM) System.* - The institutionalization of the CBM System in Palawan using the framework of the MIMAP is hereby adopted.

Section 2. *Objective of the CBM-MIMAP System.* The CBM System aims to provide policy-makers with the regular and frequent information on the welfare conditions of all members of the community. Information shall be collected, processed and used for community-level planning.

Section 3. *Results of the Project.* The CBM System is aiming towards development of an improved provincial indicator system and formulation of operations manual for the Project Benefit Monitoring and Impact Evaluation Framework.

Section 4. *Coverage.* The project shall be pilot-tested in Taytay and El Nido this year and shall have province-wide coverage in year 2000.

Section 5. *Composition of the Technical Working Group (TWG) on CBMS-MIMAP.*

- a. The TWG at the barangay level shall be composed of the Barangay Chairman, Councilors, Secretary, the barangay enumerators, Teacher-In-Charge (TIC) and Sangguniang Kabataan (SK) Chairman,;
- b. The Municipal Planning and Development Coordinator, the President of the Association of Barangay Chairmen (ABC) and the Municipal Sangguniang Kabataan (SK) President shall consist the TWG at the municipal level;
- c. The TWG at provincial level shall be composed of the Provincial Planning and Development Coordinator to be supported by the staff of the Research and Evaluation Division, the President of the Provincial League of the Municipal Planning and Development Coordinators and the Federation President of Sangguniang Kabataan.

Section 6. *Functions and Responsibilities*

- a. The Barangay TWG shall
 - reproduce CBM questionnaires for all households;
 - regularly collect, validate, process and maintain the community-based data;
 - prepare summary record for submission to the MPDO before the annual Municipal Development Council Convention;
 - prepare barangay profile based on CBM results;
 - use CMS results as basis for the regular planning exercises.
- b. The Municipal TWG shall
 - provide accommodation for provincial trainors;
 - provide meals and snacks during conduct of CBM System training;

- extend technical support to barangay TWG on data validation and processing;
- refine/enhance the Municipal Information System (socio-economic profile) using CBM results;
- send consolidated data to the PPDC before the annual Provincial Development Council Convention;
- use CBM results as basis for the regular planning exercises.

c. The Provincial TWG shall

- provide introductory training and guiding materials to municipalities and barangays;
- provide follow-up assistance on survey enumeration and data processing/validation;
- refine the provincial socio-economic profile using the consolidated municipal CBM results;
- send feedback to all municipalities on the analysis of data generated;
- use CBM results as basis for the identification and preparation of provincial programs and projects during the annual Provincial Development Council.

Section 7. Effectivity. This Executive Order shall take effect upon approval.

DONE in the city of Puerto Princesa this _____ day of November in the year of Our Lord, Nineteen Hundred and Ninety-Nine.

SIGNED
SALVADOR P. SOCRATES
 Governor

APPENDIX E

The revised questionnaire
for the Palawan - CBMS

Household Profile

Identification

I. Location

1. Rural

2. Urban

☐

II. Identification of Location

a. Province:

PALAWAN

b. City/Municipality:

c. Barangay :

d. Purok:

III. Household Identification Number :

(ID No.)

IV. Name of Interviewer :

V. Name of Person Interviewed :

VI. Date of Interview :

VII. Time Began :

VIII. Time Ended :

IX. Assessment on the quality and reliability of elicited information.

DIRECTIONS: Fill-up all the needed information about the household based on the answers given by the respondent. Check for the relevance, completeness and accuracy of the information elicited from the respondent.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)		(16)
L I N E No.	How many members are there in this household? Who is the head of the household? Who are the other members of the household? NAME (SURNAME, FIRST NAME)	How is _____ related to the head of the household? (SEE CODES)	What was the age of _____ in his/her last birthday? (SEE CODES)	Where is the birthplace of _____? TOWN AND PROVINCE	S E X 1. Male 2. Female	What is _____'s civil status? (SEE CODES)	How many years is _____ residing in this community? YEARS	Where was _____ last place of residence before residing to this community? TOWN AND PROVINCE	What is _____ disability if any? (SEE CODES)	What is the name of the organization/association for community development in which _____ is involved with? NAME OF ORGANIZATION	What is the religion of _____? (SEE CODES)	Can _____ read and write a simple message? 1. Yes 2. No	What is _____'s special skills if any? (SEE CODES)	For members 10 years old and above		0-6 year old Nutritional Status* (OFFICIAL USE) (GO TO 17)
														Refer to the last elections held		
														Is _____ a registered voter?	Is _____ able to vote?	
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
Are there more than 10 members in this household? 1 Yes, use new form. 2 No		(3) Head/Relation to Head 1 Head 2 Spouse 3 Son/Daughter 4 Son/Daughter-in-law 5 Grandchildren 6 Parent 7 Other relatives 8 Maid/Helper 9 Others (specify)		(7) Civil Status 1 single 2 married 3 widower/widow 4 separated 5 others (specify)		(10) Disability 0 none 1 blind 2 mute 3 deaf 4 deaf and mute 5 handicap 6 others (specify)		(12) Religion 0 None 1 Catholic 2 Protestant 3 Iglesia Ni Cristo 4 Aglipay 5 Islam 6 Others (specify)		(14) Skills 1 dressmaking 2 cosmetology 3 handicrafts 4 carpentry 5 painting 6 gardenin 7 typing 8 poultry raising 9 livestock raising 10 radio/TV mechani 11 automotive mechanic 12 welder 13 food processing/cooking 14 pottery making 15 reflexology 16 Others (specify)				To be filled up by the Barangay Health Worker		

(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)		(25)	(26)	(27)	(28)	(29)	(30)
L I N E No.	Write down the first names of each member before proceeding	Is _____ currently attending school? 1. Yes (GO TO 21) 2. No (SKIP TO 22)	IF CURRENTLY ATTENDING SCHOOL IN (19)		What is _____'s highest educational attainment? YEAR/GRADE	Did _____ have a job/business during the past week? 1. Yes (GO TO 24) 2. No (SKIP TO 29)	IF HAVE JOB OR BUSINESS IN (23)						IF THERE IS NO JOB/BUSINESS IN (23)	
			Where is _____ currently studying? 1. Public 2. Private	What grade/year is _____ currently attending? YEAR/GRADE			What was _____'s job/business during the past week? Ask the type of job or the position of the job in which the member is engaged in. For example, palay farmer, filing clerk, factory worker		What kind of business/industry was _____ engaged in? (SEE CODES)	Did _____ want more hours of work during the past week? 1. Yes 2. No	Did _____ ever leave home to work in other areas of the country or abroad? 1. Yes (GO TO 28) 2. No (SKIP TO 31)	IF YES IN (27) Where did _____ migrated to work? TOWN/PROVINCE/ COUNTRY	Why does _____ has no work for the past week? (SEE CODES)	Is _____ currently looking for work? 1. Yes 2. No
							PRIMARY JOB/BUSINESS	OTHER JOBS/BUSINESS						
1.														
2.														
3.														
4.														
5.														
6.														
7.														
8.														
9.														
10.														
	(25) Industry/Sector 1 Agriculture 2 Fishing 3 Forestry 4 Manufacturing 5 Construction 6 Electricity, Gas and Water 7 Mining & Quarrying 8 Wholesale, retail trade 9 Transport, Storage & Communication 10 Community, Social & Postal Services 11 Financing, Insurance, Real Estate Business Services 12 Others (Specify)						(29) Reasons for having no work/job 1 Retrenched/dismissed from previous work 2 Closure of business/company worked with 3 Work is seasonal 4 Lack of adequate capital for business 5 Change of residence 6 Believe no work available 7 Not looking for work 8 Other reasons (specify)							

LIVELIHOOD

31. For the past year, did you or any member of the household received wages and/or salaries from job and/or business?

- () Yes If Yes, go to (32)
() No If No, go to (36)

	(32)	(33)	(34)	(35)
No.	Name	Job/ Business	Industry (see codes)	Annual Income
1				
2				
3				
4				
5				

Industry: 1-agriculture 2-fishing 3-forestry 4-manufacturing 5-construction 6-electricity, gas & water 7-mining & quarrying 8-wholesale, retail trade 9-transportation, storage & communication 10-community, social & postal services 11-financing, insurance, real estate business services 12-others (specify)

AGRICULTURE

36. During the past year, did you or any member of your household engaged in crop farming and gardening such as growing of palay, corn, roots and tubers, vegetables, fruits, nuts, etc.?

- () Yes If Yes, go to (37)
() No If No, go to (47)

37. During the past year, did you or any member of your household harvested crops, fruits and vegetables?

- () Yes If Yes, go to (38)
() No If No, go to (43)

(38)	(39)	(40)	(41)	(42)
What type of crop did you or household harvested last year? <i>CROP (Specify)</i>	Land Area planted by type of crop <i>(in ha)</i>	Volume of Production	Volume of Crop Sold	Amount Sold
1. Cereals				
Palay				
Corn				
Other crops				
2. Roots and tubers				
Cassava				
Sweet Potato				
Other crops				
3. Fruits and vegetables				
Fruit				
Vegetables				
Other crops				
4. Others				
Orchids				
Tabacco				
Coffee				
Ornamental Plants				
Other crops				
TOTAL				

43. What is the tenure status of the agricultural land being tilled by the household?

- () own or owner-like possession
() rent
() not owned but with consent of owner
() not owned and without consent of owner
() other tenure status, (specify) _____

44. What is the land area of the agricultural land?

HECTARES

45. Did you or any member of the household used agricultural implements/equipment such as:

Implements/equipment	Use?	
	YES	NO
Beast of burden	<input type="checkbox"/>	<input type="checkbox"/>
Plow	<input type="checkbox"/>	<input type="checkbox"/>
Harrow	<input type="checkbox"/>	<input type="checkbox"/>
Mower	<input type="checkbox"/>	<input type="checkbox"/>
Thresher	<input type="checkbox"/>	<input type="checkbox"/>
Insecticide/Pesticide sprayer	<input type="checkbox"/>	<input type="checkbox"/>
Tractor	<input type="checkbox"/>	<input type="checkbox"/>
Granary/warehouse	<input type="checkbox"/>	<input type="checkbox"/>
Farmshed	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation pumps	<input type="checkbox"/>	<input type="checkbox"/>
Other equipment (specify)		

46. Did you or any member of the household practiced any of the following agricultural technologies?

Agricultural technologies	Use?	
	YES	NO
1. High yielding crops	<input type="checkbox"/>	<input type="checkbox"/>
2. Use of organic fertilizer	<input type="checkbox"/>	<input type="checkbox"/>
3. Use of inorganic fertilizer	<input type="checkbox"/>	<input type="checkbox"/>
4. Use of pesticides	<input type="checkbox"/>	<input type="checkbox"/>
5. Use of soil dressing (ex. lime)	<input type="checkbox"/>	<input type="checkbox"/>

Fishing Activity

47. During the past year, did you or any member of this household engaged in catching/gathering/culture of aquatic animals, plants, such as fish, crustaceans, seaweed's, etc.?

- () Yes If Yes, go to (48)
() No If No, go to (53)

48. How much is the estimated volume of catch/harvest during the past year?

VOLUME

49. Did you sell part of the catch/harvest during the past year?

- () Yes If Yes, go to (50)
() No If No, go to (52)

50. How much is the estimated volume sold from the catch/harvested last year?

VOLUME

51. How much is the estimated income earned from the sale of catch /harvest last year?

PESOS

52. Usually, what kind of fishing method and/or gear did you or any member of your household used in fishing activities?

Refer to the accompanying illustrations for the different methods of fishing.

METHOD OF FISHING

LIVELIHOOD

53. During the past year, did the household engaged in any other businesses/ entrepreneurial activities besides those business/job of other household members?

- () Yes If Yes, go to (54).
 () No If No, go to (56).

54. What is the type of business

- () sari-sari store
 () tailor/dress shop
 () piggery
 () poultry
 () others, (specify) _____

55. In this business, how much is the estimated income during the past year? _____ PESOS

56. What are the animals that the household keep as a source of income or food?

Backyard animals	How many?
1	
2	
3	
4	
5	

57. During the past year, did you or any member of the household received any income from other sources such as, financial help from other relatives, pension, benefits, interests from bank or credit, rentals received from land and other properties, food and non-food items received as gifts, etc.?

- () Yes If Yes, go to (58).
 () No If No, go to (59).

58. During the past year, how much is the estimated income received from these other sources of income? _____ PESOS

PEACE AND ORDER

59. During the past year, did you or any member of the household been a victim of crime such as rape, murder, or physical injury?

- () Yes If Yes, go to (60)
 () No If No, go to (61)

60. How many members were victims of the following crimes?

Crime	Yes	Number	None
murder			
theft			
rape			
others (specify) _____			

61. During the past year, did you or any member of the household been a victim of armed conflicts?

- () Yes If Yes, go to (62)
 () No If No, go to (63)

62. How many household members were victims of armed conflicts? _____ number

63. During the past year, was there any incidence of violence (domestic violence) such as physical, emotional, psychological, sexual and economic abuse within the household against spouse and /or other household members?

- () Yes If Yes, go to (64)
 () No If No, go to (65)

64. How many members were victims of domestic violence?

number

HEALTH

65. Was there any person who usually resided in this household during the past year who is no longer living here?

- () Yes If Yes, go to (66)
 () No If No, go to (70)

66. Where is he/she now?

- () Died? If died, go to (67)
 () Living elsewhere? If living elsewhere, go to (70)

(67)	(68)	(69)
What is the name of the person who died?	What was his/her age at the time of death?	What was the cause of his/her death?
NAME	AGE	CAUSE OF DEATH*
1		
2		
3		
4		

* CAUSE OF DEATH (69)

- | | |
|----------------|-------------------------------|
| 1 Heart attack | 5 Diarrhea |
| 2 Pneumonia | 6 Measles |
| 3 Tuberculosis | 7 Other causes, specify _____ |
| 4 Cancer | |

70. During the past week, how many full meals does the household have in a day? _____ meals in a day

(71)	(72)
During the past year, did you or any member of the household received any of the following health services?	If Yes in (71) Where did you received these services? (The answer can be more than one.)
Health Services	Yes
immunization for children	No
family planning	
preventive services	
curative services	
dental care	
day care	
feeding program	
() other health services (specify) _____	

** Type of health facility (72).

- | | |
|----------------------|----------------------------------|
| 1 - Public hospital | 4 - Private clinic |
| 2 - Private hospital | 5 - Herbolario/indigenous healer |
| 3 - Health center | 6 - others (specify) _____ |

Social

73. In your opinion, what are some of the problems in your community?

- 1 _____
 2 _____
 3 _____
 4 _____

HOUSING

74. What is the tenure status of the housing unit and lot occupied by your household?

- () owner or owner-like possession of house and lot
 () rent house/room including lot
 () own house, rent lot
 () own house, rent-free lot with consent of owner
 () own house, rent-free lot without consent of owner
 () rent-free house and lot with consent of owner
 () rent-free house and lot without consent of owner
 () other tenure status (specify) _____

75. How many bedrooms does your house have? NUMBER

76. Which of the following items does the household own?

Household amenities	Yes	If Yes, how many working?	No
radio			
stereo/component			
television			
betamax / VHS			
refrigerator/freezer			
electric fan			
electric iron			
washing machine			
microwave			
telephone			
aircon			
others (specify)			

77. Which of the following vehicles does the household own?

Vehicles	Yes	If Yes, how many working?	No
truck			
car			
tricycle			
jeep (owner-type)			
jeep (passenger-type)			
bicycle			
cart			
others (specify)			

78. What type of lighting does your house have?

- () electricity **If electricity, go to 79**
 () kerosene **If not electricity, go to 81**
 () LPG
 () charcoal **The answer can be more than one.**
 () wood
 () others, (specify) _____

79. What is the source of electricity in the house?

- () Power plant/station **The answer can be more than one.**
 () generator
 () other electrical sources (specify) _____

80. Usually, How many hours is the electricity available in your house? HOURS

81. What is the fuel you use for cooking?

- () electricity **The answer can be more than one.**
 () kerosene
 () LPG
 () charcoal
 () wood
 () others, (specify) _____

82. Where do you usually get your water for cooking and drinking?

- () own used, faucet, community water system How many HHs?
 () shared, faucet, community water system HHs?
 () own use, deep well
 () shared, deep well How many HHs?
 () own use, artesian well How many HHs?
 () shared, artesian well HHs?
 () dug well
 () spring, river, stream, rain, etc.
 () other water sources (specify) _____

83. How many faucets does your house have? NUMBER

84. What kind of toilet facility does the household use?

- () flush, exclusively used by the household How many HHs?
 () flush, shared with other households HHs?
 () de buhos, exclusively used by the household How many HHs?
 () de buhos, shared with other households HHs?
 () closed pit
 () open pit
 () no toilet facility
 () others, (specify) _____

85. How does the household dispose its garbage or waste?

- () picked up by service garbage truck
 () burning
 () dumping in closed pit
 () dumping in open pit
 () others, (specify) _____

Note: Answer based on the type of construction materials used in building the structure of the housing unit.

86. Construction material used on the walls of the house

- () concrete / brick / stone
 () wood
 () half concrete / brick / stone and half wood
 () galvanized iron / aluminum
 () bamboo / sawali / cogon / nipa
 () asbestos
 () glass
 () makeshift / salvaged / improvised materials
 () no walls
 () others (specify) _____

87. Construction materials used on the roof of the house

- () galvanized iron / aluminum
 () tile / concrete / clay tile
 () half galvanized iron and half concrete
 () wood
 () cogon / nipa / anahaw
 () asbestos
 () makeshift / salvaged / improvised materials
 () others (specify) _____

88. Construction material used on the floor of the house

- () natural floor/ earth / sand
 () wood / palm / bamboo
 () ceramic tiles
 () marble
 () cement
 () others (specify) _____

APPENDIX F

The breakdown of cost of
CBMS implementation in Palawan

COST OF IMPLEMENTATION OF CBMS
Palawan, Philippines

PROVINCE:	P700,000.00
MUNICIPALITIES:	
1. ABORLAN	319,000.00
2. AGUTAYA	150,000.00
3. ARACELI	200,000.00
4. BALABAC	210,000.00
5. BATARAZA	100,000.00
6. BROOKE'S POINT	300,000.00
7. BUSUANGA	125,000.00
8. CAGAYANCILLO	105,000.00
9. CORON	200,000.00
10. CULION	-----
11. CUYO	200,000.00
12. DUMARAN	200,000.00
13. EL NIDO	300,000.00
14. ESPAÑOLA	125,000.00
15. KALAYAAN	-----
16. LINAPACAN	75,000.00
17. MAGSAYSAY	150,000.00
18. NARRA	160,000.00
19. QUEZON	484,100.00
20. RIZAL	125,000.00
21. ROXAS	300,000.00
22. SAN VICENTE	200,000.00
23. TAYTAY	300,000.00

TOTAL	P5, 028,100.00

Source: Provincial Planning and Development Office, Palawan

APPENDIX G

Detailed costs of CBMS implementation

Cost Covered by the Provincial Government

- Preparatory meetings, training and consultation workshops
- Travel expenses of provincial monitors
- Reproduction of questionnaires and manuals for municipalities
- Compensation for casual/contractual support staff for processing and consolidation of data at the provincial level

Itemized Expenses: Provincial Level

Travel	P 226,038.50
Supplies	89,000.00
Conference	50,000.00
Other services	40,172.50
Total MOOE	405,211.00
Add: Personal services	294,789.00
Total	P 700,000.00

Cost Covered by the Municipal Government

- Training of barangay monitors and survey enumerators
- Reproduction of questionnaires and processing forms
- Travel allowance of municipal monitors and barangay enumerators
- Incentives/compensation for enumerators and casual employees for processing and consolidation of data (optional)
 - In some areas i.e. Quezon, barangays shared in covering cost for consolidation of data. All barangays except Alfonso XIII contributed P 1,000.00

Itemized Expenses: Municipality of Quezon

Supplies and Materials	P 79,960
Wages of Enumerators 116 persons x 15 days x P 130	226,200
Training (Meal expense)	109,300
Participants: 116 enumerators 4 PPDO trainors 8 MPDO staff 20 barangay officials	
Wages of Casuals for Consolidation of Data 8 persons x 66 days x P 130	68,640
Total	P 484,100
Cost per household	P 50.58