

## ICC CHECKLIST FOR NEW PROJECT PROPOSALS

I. Project Title: \_\_\_\_\_

\_\_\_\_ For NEDA Secretariat review  
 \_\_\_\_ For ICC review

\_\_\_\_ Grant  
 \_\_\_\_ Loan

II. Transmittal letter signed by: \_\_\_\_\_  
 (Head of Agency/Authorized Official)

III. Contact persons and details:

At least Director level	Focal technical staff
Name:	Name:
Tel. No.	Tel. No.
Fax No.	Fax No.
Email	Email

IV. Documentary requirements

Items	Date of submission	Received by (Staff)	Status/Remarks
1. ___ Project Proposal ( ___ no. of copies) ___ Feasibility Study <sup>1</sup> ( ___ no. of copies)			
2. ___ ICC Project Evaluation Matrix			
3. ICC Project Evaluation Forms ___ PE Form No. 1 <b><i>General Information</i></b> ___ PE Form No. 2 <b><i>Sources of Financing</i></b> ___ PE Form No. 3 <b><i>Estimated Project Cost, Investment Phase</i></b> ___ PE Form No. 4 <b><i>Annual Operations and Maintenance Costs</i></b> ___ PE Form No. 5 <b><i>Estimated Project Benefits and Revenue</i></b> ___ PE Form No. 6 <b><i>Logical Framework</i></b> ___ PE Form No. 7a <b><i>Project and Financing Milestones</i></b>			
4. Two (2) CD/Electronic copies of the economic and financial analyses in traceable formula format			
5. Endorsements from other concerned agencies, including respective mother agency/department level endorsement for proposals of bureaus or attached agencies			
6. RDC endorsements <sup>2</sup>			
7. Environmental Impact Statement/Environmental Compliance			

<sup>1</sup> A feasibility study is defined as an evaluation or analysis of the potential impact of a proposed program/project with a view of deciding whether or not to proceed with the program/project implementation. It contains extensive data related to the financial and operational impact of the proposed program/project as well as the advantages and disadvantages of its implementation.

<sup>2</sup> Proponent agencies are required to secure and submit the Regional Development Council (RDC), the Metro Manila Development Authority (MMDA - for the National Capital Region only) and the ARMM-Regional Planning and Development Office (for the Autonomous Region of Muslim Mindanao only) endorsement of proposed programs and projects to ensure that effective identification of target beneficiaries, sustaining social preparation and active local participation in the attainment of national priorities are met.

Certificate/Certificate of Non-Coverage <sup>3</sup>			
8. ROW acquisition and resettlement action plan with budget cover <sup>4</sup>			
9. DBM certification of budget cover availability for the project			
10. DOF-CAG review for GOCC/GFI projects <sup>5</sup>			
11. NCC review for relending programs <sup>6</sup>			
12. Project context in the Department's overall strategy/program <sup>7</sup>			
13. Information on job creation/employment impact of the project			
14. Location map <sup>8</sup> (with e-copy)			

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<sup>3</sup> To ensure environmental soundness of projects, proponents are required to complete and submit an EIS to DENR for processing. Pursuant to DENR Administrative Order 96-37, DENR - Environmental Management Bureau and DENR Regional Offices commit to issue the ECCs within sixty-days from the submission of a complete EIS.

<sup>4</sup> The proponent agencies should design and submit the right-of-way (ROW)\* acquisition plan and resettlement action plan\*\*. These plans will aid the evaluation of the social acceptability and feasibility of the project. The ICC recognizes the effective role of the local government units (LGUs) in providing assistance in the processes involved including the negotiation for resettlement sites and provision of essential public services to the project affected families.

\*The right given by one landowner to another to pass over the land, construct a roadway or use as a pathway, without actually transferring ownership. A right of way may arise, (a) By prescription and immemorial usage; (b) By grant; (c) By reservation; (d) By custom; (e) By acts of the legislature; (f) From necessity, when a man's ground is enclosed and completely blocked up, so that he cannot, without passing over his neighbor's land, reach the public road. (Source: <http://www.lectlaw.com/def2/w045.htm>).

\*\*The resettlement action plan should include measures to relocate, resettle and provide livelihood development for families whose properties will be permanently affected by the project.

<sup>5</sup> The DOF - CAG review covers the impact of the program/project on the financial position of the government-owned or -controlled corporations (GOCCs) and government financial institutions (GFIs) as well as on the Consolidated Public Sector Deficit (CPSD). The review enables the ICC to gauge the ability of the GOCC/GFI to generate funds for loan repayments or estimate the amount of subsidies that may have to be infused by the national government in the future.

<sup>6</sup> Under EO 138, dated 10 August 1999, the National Credit Council (NCC) is vested with the authority to implement a rationalized program for Directed Credit Programs. For this purpose, the ICC requires that proposed relending/onlending programs by agencies/institutions not classified as GFIs, whenever applicable under the policy framework of E.O. 138, secure NCC endorsement as necessary requirement for ICC action. For GFIs, NCC comments may be solicited, if any; however, NCC positive action for requested comments will not be a prior condition for continuing Secretariat action on proposals for ICC review.

<sup>7</sup> This pertains to the overview of the concerned Department's national strategy and program, including overall development outcomes, timelines, and investment requirements, and the specific link of the proposed project outputs, timelines and investment requirements to achieve the Department's national strategy and program.

<sup>8</sup> A diagram that outlines the project site.