| **TERMS** | **DEFINITIONS** |
| --- | --- |
| **BASIC INFORMATION** | |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Location | Regional location where program/project will be implemented and/or being implemented. |
| Funding Source | For ODA, name of funding institution where loan proceeds was sourced. |
| **PROGRAM/PROJECT COST** | |
| Approved Cost | Per most recent re-approval by the ICC/NB, or latest revised cost as approved by the agency head. |
| *Total Program/Project Cost (TP)* | Sum of funds from loan and grant proceeds and peso counterpart, with approved subprojects for relending facilities, in ₱ million. |
| *Loan Proceeds (LP)* | Amount financed by loan from funding institution, in ₱ million (if applicable). |
| *Grants Proceeds (GP)* | Amount financed by grant from funding institution, in ₱ million (if applicable). |
| *Government’s Counterpart (GPH)* | Local funding/counterpart of the program/project, in ₱ million |
| Original Currency | Original currency of the loan as indicated in the loan agreement. |
| Net Commitment | Total loan amount less cumulative partial cancellations (*this data may be requested from NEDA MES project officers*). |
| ICC-Approved Cost | Project cost indicated in ICC-approved document further classified into “Original” and “Revised”, in ₱ million. |
| *L/G Cost* | Project cost indicated in loan/grant agreement, in ₱ million. |
| *Current Estimate* | Estimated revised cost, subject to ICC/NB approval, if applicable, in ₱ million. |
| Multi-year Requirement Forecast | Project financial requirements per year from CY 2017 to CY 2022, and 2023 onwards, classified as loan proceeds, grant proceeds, and GPH counterpart, in ₱ million. |
| **IMPLEMENTATION SCHEDULE** | |
| *Physical Start Date* | Date when program/project is scheduled to start. For ODA, start date as agreed between the implementing agency and the funding institution (mm/dd/yyyy). |
| *Physical Completion Date* | Date when program/project is scheduled to be completed, classified as “Original” and “Revised”. For ODA, completion date, as agreed between the implementing agency and the funding institution (mm/dd/yyyy). |
| **FINANCIAL PERFORMANCE** | |
| Allotment Releases | The amount specified in the Special Allotment Release Order. |
| *As of December 31, 2016* | Cumulative amount approved from start of the program/project up to end of CY 2016 excluding any balance carried forward to CY 2017, which should be placed under the "Continuing" releases in CY 2017, in ₱ million. |
| *CY 2017*  *Continuing*  *New* | Balance of releases in previous years continuing or carried forward from CY 2017, net of adjustments in CY 2017, in ₱ million.  New/Current releases for CY 2017, in ₱ million. |
| Obligations | Liabilities legally incurred and committed to be paid by the agency either immediately or in the future to the sub- borrowers. |
| *As of December 31, 2016* | Cumulative obligations incurred from start of the program/project up to end of CY 2016, in ₱ million. |
| *CY 2017* | Obligations incurred by the program/project for the reporting period, in ₱ million. |
| Disbursements | Disbursements are the settlement of government obligations and/or accounts payable by cash; movement of cash from the BTr or from an authorized disbursing officer to the final recipient. Also synonymous with liquidation/settlement/payment of an obligation. |
| *As of December 31, 2016* | Cumulative actual disbursements by the program/project from start of the project up to end of CY 2016, in ₱ million, in ₱ million. |
| *CY 2017* | Actual amount disbursed by the program/project in CY 2017, in ₱ million. |
| Availment as of December 2017 | Cumulative loan drawdowns as registered with the fund source from program/project start to reporting period in exact amounts and in original currency of the loan (*this data may be requested from NEDA MES project officers*). |
| CY 2018 Targets | Loan drawdown (disbursement) targets in exact amounts and in original currency from January 1 to December 31, 2018. Note that in calculating disbursement targets, the project must take into account the definition of disbursement, which means loan drawdown for a period as registered with the fund source. Disbursement under this definition may not yet entail actual payment by the agency to providers of goods and services. Thus, future payment by the agency to providers, when already registered as disbursement with the fund source during a previous period, should no longer be included in the loan disbursement targeting. |
| Q1 | Disbursement target for January to March 2018 |
| Q2 | Disbursement target for April to June 2018 |
| Q3 | Disbursement target for July to September 2018 |
| Q4 | Disbursement target for October to December 2018  (in exact amounts and in original currency) |
| Future Targets |  |
| 2019 | Disbursement target for January to December 2019 |
| 2020 | Disbursement target for January to December 2020 |
| 2021 | Disbursement target for January to December 2021 |
| 2022 | Disbursement target for January to December 2022 |
| Future Years 2023 Onwards | Disbursement target beyond December 2022 up to the end of the program project (in exact amounts and in original currency) |
| **PHYSICAL PERFORMANCE** | |
| Target (Physical) | Estimated overall weighted physical targets, which could be derived from the program/project S-curve if available. In case annual physical targets could not be expressed in overall percentage, please indicate target, based on output indicators. |
| *As of December 31, 2016* | Cumulative target from the start of the project up to the end of CY 2016, in percentage. |
| *As of December 31, 2017* | Cumulative target from the start of the project up to the end of CY 2017, in percentage. |
| Actual (Physical) | Overall physical accomplishment or output of the program/project. |
| *As of December 31, 2016* | Cumulative physical accomplishment or output from the start of the project up to the end of CY 2016, in percentage. |
| *As of December 31, 2017* | Cumulative physical accomplishment or output from the start of the project up to the end of CY 2017, in percentage. |
| Future Targets | Physical targets for the remaining years from CY 2018 to CY 2022, and future years (2023 onwards), in percentage. In case annual physical targets could not be expressed in overall percentage, please indicate target, based on output indicators |
| Status | Indicate whether program/project implementation is on schedule, ahead of schedule, behind schedule, or completed.   |  |  | | --- | --- | | * Ahead of schedule | Cumulative actual OWPA is greater than ten percent of cumulative target OWPA | | * On schedule | Cumulative actual OWPA is within plus/minus ten percent of cumulative target OWPA, i.e., actual OWPA is greater than or equal to minus ten percent of target OWPA, but less than or equal to plus ten percent of target OWPA. | | * Behind schedule | Cumulative actual OWPA is equal or less than minus ten percent of cumulative target OWPA | |
| Remarks (Physical) | In the absence of OWPA, tagging shall be based on the assessment of the agency, justification may be provided in the remarks column.  Indicate whether the project would be completed on schedule. In case no physical accomplishment or output, please indicate preparatory activities undertaken. If there is negative slippage as of end of CY 2017, cite reason(s) with the details provided in Table 5. |
| **OUTPUTS** | |
| Component | Components of the program/project as identified in program/project documents. |
| Output Indicator | Major output indicator per component where accomplishment is to be measured as indicated in program/project documents, i.e., number of SMEs provided/extended with loans (DBP), number of LGUs provided/extended with loans (LBP), etc. |
| Target (Outputs) | Target quantity to be accomplished as agreed between implementing agency and funding institution, if any. |
| *As of December 31, 2016* | Cumulative outputs targeted to be accomplished/delivered from the start of the project up to the end of CY 2016 (in applicable units of measurement for the output). |
| *CY 2017* | Outputs targeted to be accomplished/delivered during the reporting period (in applicable units of the output). |
| Actual (Outputs) | Actual outputs accomplished/delivered by the program/project |
| *As of December 31, 2016* | Cumulative outputs accomplished/delivered from the start of the project up to the end of CY 2016 (in applicable units of measurement for the output). |
| *CY 2017* | Outputs accomplished/delivered during the reporting period (in applicable units of measurement for the output). |
| Validated MFO | Revised/validated Major Final Outputs as per the 2017 GAA of the agency where the delivery of the outputs contributes to. |
| **CLIMATE CHANGE AND DISASTER RISK REDUCTION** | |
| Component | Components of the project as identified in project documents, which addresses climate change adaptation, mitigation, or disaster risk reduction. |
| Mitigation | Aims to facilitate the transition towards low greenhouse gas emissions for sustainable development a) energy efficiency and conservation; b) realization of the full potential of the country’s renewable energy; c) improvement of the transport sector through the uptake of alternative fuels and expansion of mass transport systems; d) making use of energy--efficient design and materials for public infrastructure and settlements; e) reduction of emissions from deforestation and forest degradation; and g) waste management. |
| Adaptation | Points towards building the adaptive capacity of communities and increasing the resilience of natural ecosystems to climate change a) enhancement of vulnerability and adaptation assessments; b) integrated ecosystem-based management; c) water governance and management; d) promotion of a climate-responsive agriculture; e) support climate-responsive health sector; and f) encourage climate-proofing infrastructure. |
| Disaster Risk Reduction (DRR) | The concept and practice of reducing disaster risks through systematic efforts to analyze and manage the causal factors of disasters, including through reduced exposures to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events. |
| **IMPLEMENTATION ISSUES** | |
| Description of Incomplete Output(s) or Sustainability Issue(s) | Detailed account of projects which closed in CY 2017 but with incomplete output(s) or sustainability issue(s). Includes which output(s) were not completely delivered and the factor(s) that caused the incomplete delivery of output(s) |
| Description of Damaged Output(s) | Detailed account of the project’s output(s) damaged in CY 2017 including outputs damaged in previous years. Includes which program/project output(s) were damaged, the extent of the damage as well as factor(s) that caused the damage. |
| Issue Details (Root Cause Issue) | Provide more details on the type/nature/cause of the problem, magnitude, as well as an indication of how long this problem had been existing. |
| Problem/Issue | Major issues/problems encountered in CY 2017, regardless whether these are encountered during the pre-implementation phase or the implementation phase. |
| Recommended issue typology: |  |
| *Government/Funding Institution Approvals* | Difficulties in obtaining Government or funding institution approvals or required clearances (e.g., issuance of SPAs). |
| *Design, Scope, Technical* | Faulty/inadequate design resulting in facilities which are substandard, unsafe, or incapable of delivering the services at anticipated cost and specified level of service. Includes low demand for outputs (e.g., credit facilities due to uncompetitive relending rates) and changes in scope and output specifications outside the agreed range. |
| *Procurement* | Delays in procurement and pre-procurement activities (e.g., failure in bidding, collapse in negotiations, etc.). |
| *Site Condition/Availability (including permits and approvals, right-of-way acquisition and resettlement)* | Issues on availability of site; inadequacy of existing site structures; unanticipated geological conditions; environmental contamination/liabilities; archaeological and cultural heritage discoveries; right-of-way, land acquisition, and resettlement; peace and order concerns. |
| *Budget and Funds Flow* | Delayed fund releases; adverse movement of interest or exchange rates. |
| *Inputs and Cost* | Inputs are unavailable in required quantities or of inadequate quality, or inputs cost more than anticipated, which may be due to price escalation or the effects of inflation, among others. |
| *Performance of Contractor/ Consultant* | Failure of contractor/consultant to provide contracted services to specifications; financial demands on the contractor/consultant exceed its financial capacity. |
| *Project Management Office (PMO) Manpower/Capacity* | Difficulties in recruitment; turnover of staff affecting program/project implementation; low technical capacity of the PMO to manage/implement the program/project. |
| *Institutional Support* | Where the program/project relies on complementary Government, NGO, CSO support, that support is withdrawn, varied, or deemed inadequate, adversely affecting program/project implementation. |
| *Legal and Policy Issuances* | Where there is a statutory regulation involved, changes are imposed adversely affecting program/project implementation. Change in law/policy which has adverse consequences on program/project. |
| *Sustainability and O&M* | Formal exit strategies (e.g., on O&M) not formulated; organizational changes/inadequacies (including O&M budget and manpower) preventing continuity of work or program/project outputs/services/benefits, among others. |
| *Force Majeure* | Inability to meet service delivery caused by reason of force majeure events (e.g., earthquake, major typhoons, etc.) |
| Issue Status (Current or Resolved) | Indicate “current” if the problem/issue is still valid and continues to be a threat to the project. Meanwhile, indicate “resolved” if it has been already resolved. |
| Actions Taken/Being Taken | Actions/measures undertaken/being undertaken by the agency to address the implementation issues (e.g., damaged output(s), incomplete output(s), and issue(s) on sustainability). Include measures undertaken or being undertaken by the agency as of 2017 on recommendations during the CY 2016 ODA Portfolio, if applicable. Indicate also the names of other agencies involved in resolving the issues/problems. |
| Updates on Actions Taken/Being Taken | Indicate updates after measures were undertaken or are being undertaken by the agency as of 2017 on recommendations during the CY 2016 ODA Portfolio. |
| Actions to be Taken in CY 2018 and Beyond | Outline the action plan necessary to resolve any outstanding problem affecting the project. |
| **RESTRUCTURING** | |
| Details of Possible Project Re-structuring/ICC Re-evaluation | Nature of request and details of possible project restructuring/ ICC re-evaluation (e.g., estimated length of extension for loan extension; estimated portion of the loan amount for cancellation; etc.). |
| Reason(s)/Justification(s) | Provide details on the reason(s) for each of the proposed/possible nature/type of restructuring. Given the reasons identified which warranted project/program restructuring, indicate the probability of still meeting the project/program objectives, i.e., whether low, moderate, or high. |
| **RESULTS** | |
| Sustainable Development Goals (SDG) | Identify SDG(s) the project/program contributes to. A project/program may contribute to more than one SDG. |
| 0+10-Point Socioeconomic Agenda | Identify 0+10-Point Socioeconomic Agenda the project/program contributes to. A project/program may contribute to more than one point. |
| Objective(s) | Consists of the Goal, Outcome and Output as indicated in the project’s logical framework (ICC PE Form 6). The objectives (if there are many objectives) that will be assessed are those which can be achieved during the evaluation period. |
| Results Indicator/Target | Results refer to the objective(s) as stated in the narrative summary of the project/program logical framework (ICC PE Form 6 for ICC-approved projects). These are new conditions or qualities achieved when beneficiaries adopt/utilize the project outputs.  Indicators which will measure/indicate in concrete, observable and objectively verifiable terms, to what extent the expected results have been achieved. Indicators, as much as possible, should have Quality, Quantity, Area and Beneficiaries dimensions. |
| Actual Value of Indicators | Maybe either proxy or logframe indicators. Proxy indicators may lead as “stand in” for the logical framework indicators whenever the latter is still not available/appreciable but nevertheless may provide early evidence that project results will be or will not be achieved. |
| PDP-RM Indicator(s) | Indicators in the Revalidated Philippine Development Plan (PDP) Results Matrices (RM) 2017-2022 to which specific project/program outcomes contribute to. E-copy of the RM may be downloaded from the NEDA website (*http://www.neda.gov.ph/philippine-development-plan-results-matrices-2/philippine-development-plan-results-matrices-2017-2022/*). |
| **LESSONS LEARNED** | |
| Program/Project Management Area/Category | Indicate if the lessons learned being reported falls under which key project management area/category:   1. Scope; 2. Cost; 3. Quality; 4. Time; 5. Procurement; 6. Communication; 7. Human Resource; 8. Risk Management; 9. Others |
| Program/Project Phase | Indicate if the lessons learned happened in which phase of the project:   1. Project design/preparation; 2. Implementation |
| Situation | Describe briefly the situation or the issue encountered. |
| Lessons Realized/Learned | Indicate the realizations/learnings from performing the tasks. What could have done differently if we go back and start again. What worked well and what did not work well on the program/project that could serve to promote recurrence of desirable outcomes or preclude the recurrence of undesirable outcomes in future programs/projects. |
| **RECOMMENDATIONS** | |
| CY 2016 ODA Review Recommendation(s) | Recommendations made during the CY 2016 ODA Review |
| Timelines | Expected timeline to which the recommendations should be accomplished |
| Responsible Center | Agency responsible to deliver the recommendations |
| Actions Taken | Actions/measures undertaken by responsible center in accomplishing the recommendations |