**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Program/Project Factsheet**

**As of December 31, 2015**

|  |  |
| --- | --- |
| **PROGRAM/PROJECT DATA** | **Pertinent data based on program/project documents** |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.) |
| Executing Agency | The executing agency (EA) is identified in a financing agreement or TA agreement. It shall be responsible for carrying out the loan- , grant-, or TA grant-funded project/program. The EA may be different from the implementing agency (IA) that the EA designates to implement the project and hire consultants or contractors. |
| Implementing Agency(ies) | Name of agency(ies) implementing the project |
| Sector/Sub-sector | Sectoral/sub-sectoral classification of the project |
| Region(s) | Region(s) where the project will be implemented and/or being implemented |
| Province(s) | Province(s) where the project will be implemented and/or being implemented |
| Municipality(ies) | Municipality(ies) where the project will be implemented and/or being implemented |
| Beneficiaries | Target group of people where the program/project is planned to bring benefits, and quantity to the extent possible |
| Objective(s) | Brief project description of the new conditions that will be realized/achieved upon project completion, when beneficiaries utilize the project outputs |
| Description | Brief project description to cover overall physical output, project components, inputs, and other important aspects of the project *(Please limit to a maximum of 50 words)* |
| Components | Components of the program/project as identified in program/project documents |
| Output Indicators | Major output indicator per component where accomplishment is to be measured as identified in program/project documents |
| Cost (PhP) | Equivalent cost of components as identified in program/project documents and/or appraisal reports, in PhP million |
| Target at end-of-Program/Project |  |
| *Original* | Target quantity to be accomplished per major output indicator as originally agreed between implementing agency and funding institution based on approved program/project documents and/or appraisal reports |
| *Target* | Adjusted target to be accomplished per major output indicator based on revised plan (as may be agreed between implementing agency and funding institution, and as approved by the Investment Coordination Committee (ICC), if applicable). |
| Program/Project Cost |  |
| *Original Cost* | Cost indicated in original ICC-approved document, in PhP million |
| *Total* | Sum of Foreign Exchange component in peso equivalent and  Local cost of the program/project, in PhP million |
| *Forex* | Forex exchange requirement of the program/project, in PhP million |
| *Local* | Local cost requirement of the program/project, in PhP million |
| *Conversion Rate* | Peso equivalent of US$1.00 or currency of funding institution (whichever is applicable) |
| *Loan/Grant Agreement Cost* | Cost indicated in loan/grant agreement, in PhP million (if applicable) |
| *Revised Cost* | Revised program/project cost as approved by ICC, indicate date of ICC concurrence and/or re-appraisal, in PhP million and mm/dd/yyyy |
| *Loan Proceeds* | Sum of loan proceeds expressed in original currency of the funding institution (if applicable) |
| *Grant Proceeds* | Sum of grant proceeds expressed in original currency of the funding institution (if applicable) |
| *GPH* | Sum of GPH counterpart funds from GOCC and sub-borrowers, in PhP 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) |

**CY 2015 ANNUAL ODA REVIEW**

**Table 1**

**Regional Disaggregation of Projects and Programs**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| 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. |
| Approved Cost | Per most recent re-approval by the ICC/NB, or latest revised cost as approved by the agency head (for Locally-funded Programs and Projects not requiring ICC/NB approval). |
| *TP* | Sum of funds from loan and grant proceeds and peso counterpart, with approved subprojects for relending facilities, in PhP million. |
| *LP* | Amount financed by loan from funding institution, in PhP million (if applicable). |
| *GP* | Amount financed by grant from funding institution, in PhP million (if applicable). |
| *GPH* | Local funding/counterpart of the program/project, in PhP 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). |
| Remarks | Justification/explanations for any deviations, if any, in the program/project cost and implementation schedule as compared with those indicated in the Project Factsheet, and issues/problems encountered which resulted in said deviation. |
| *Notes* | 1. *For locally-funded programs, the cost refers to the program budget for CY 2015 (i.e., new releases for CY 2015, including balances of previous releases continuing/carried forward to CY 2015, net of adjustments within CY 2015).* 2. ***Projects*** *are defined as special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.* 3. ***Programs*** *are defined as a homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, or for the basic maintenance of the agency’s administrative operations, or for the provision of staff support to the agency’s administrative operations, or for the provision of staff support to the agency’s line functions. For ODA, program loans may refer to ODA loans that assist recipient countries in policy improvement and reform implementation. Program loans support implementation of national strategies or of poverty reduction strategies over longer time spans. Loan agreements are signed and funds are provided based on confirmation that reform items have been achieved by the partner country’s government. In many instances, program loans take the form of co-financing with other multilateral institutions.* |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 2A**

**Financial Status of Projects and Programs**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Allotment Releases |  |
| *As of December 31, 2014* | For Projects:  Cumulative amount approved from start of the project up to end of CY 2014 excluding any balance carried forward to CY 2015, which should be placed under the "Continuing" releases in CY 2015, in PhP million.  For Programs:  It should only include available releases in CY 2014 i.e., allotment continuing or carried forward to CY 2014, and new releases in CY 2014, net of any adjustments in CY 2014, in PhP million. |
| *CY 2015* |  |
| *Continuing* | Balance of releases in previous years continuing or carried forward from CY 2015, net of adjustments in CY 2015, in PhP million. |
| *New* | New/Current releases for CY 2015, in PhP 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, 2014* | For Projects:  Cumulative obligations incurred from start of the project up to end of CY 2014, in PhP million.  For Programs:  Obligations incurred in CY 2014, in PhP million. |
| *CY 2015* | Obligations incurred by the program/project for the reporting period, in PhP 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, 2014* | For Projects:  Cumulative actual disbursements by the project from start of the project up to end of CY 2014, in PhP million, in PhP million.  For Programs:  Actual disbursements made by the program in CY 2014. |
| *CY 2015* | Actual amount disbursed by the program/project in CY 2015, in PhP million. |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 2B**

**Budget Forecast**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Total Cost | ICC-Approved Cost and Loan Agreement (L/A) Cost, classified as funds from loan proceeds and GPH counterpart, in PhP million. |
| *ICC-Approved Cost* | Project cost indicated in ICC-approved document further classified into “Original” and “Revised”, in PhP million.  For locally-funded programs, the cost refers to the program budget for CY 2015 (i.e., new releases for CY 2015, including balances of previous releases continuing/carried forward to CY 2015, net of adjustments within CY 2015). |
| *L/G Cost* | Project cost indicated in loan/grant agreement, in PhP million. |
| FOA | Cost as per the Formal Obligation Authority (FOA). The FOA is a certificate of commitment or authority issued by the DBM to a NG agency certifying that funds shall be made available to cover the total project cost. This will serve as an assurance that the loan proceeds and the peso counterpart contribution are included in the long term capital program of the NG. |
| Current Estimate | Estimated revised cost, subject to ICC/NB approval, if applicable, in PhP million. |
| Multi-year Requirement Forecast | Project financial requirements per year from CY 2016 to CY 2020, and future years, classified as loan proceeds, grant proceeds, and GPH counterpart, in PhP million. |
| *Notes* | 1. *The sum of the multi-year budget requirement and the cumulative obligations as of end 2015 (as per Table 2A) should be equal to the current estimate of the total project cost.* 2. *For locally-funded programs, only fill up: "Current Estimate" column to indicate the CY 2015 budget; and the budget requirement forecast for CY 2016.* |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 2C**

**Loan Disbursement (Withdrawal) Targets (if applicable)**

***Name of Agency***

**January 1 to December 31, 2016**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| 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*). |
| Disbursements as of December 2015 | 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 2016 Targets | Loan drawdown (disbursement) targets in exact amounts and in original currency from January 1 to December 31, 2016. 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 2016 |
| Q2 | Disbursement target for April to June 2016 |
| Q3 | Disbursement target for July to September 2016 |
| Q4 | Disbursement target for October to December 2016  (in exact amounts and in original currency) |
|  |  |
| Future Targets |  |
| 2017 | Disbursement target for January to December 2017 |
| 2018 | Disbursement target for January to December 2018 |
| 2019 | Disbursement target for January to December 2019 |
| 2020 | Disbursement target for January to December 2020 |
| Future Years | Disbursement target beyond December 2020 up to the end of the program project  (in exact amounts and in original currency) |
| Total | Sum of disbursements as of December 2015 (Column 2), 2016 Targets (Column 3) and Future Targets (Column 4). The total should equate or not exceed the net commitment (Column 1) |
| Remarks | Indicate the foreign exchange rate(s) used in setting future targets. |
| *Note* | *For future targets, insert additional years as may be necessary.* |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 3A**

**Physical Targets and Actual Accomplishments of Programs and Projects**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Target | 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, 2014* | For Projects:  Cumulative target since the start of the project up to the end of CY 2014, in percentage.  For Programs:  Target as of 31 December 2014 shall refer to the physical targets corresponding to the programmed utilization of available releases for CY 2014, i.e., from the use of new releases in CY 2014 and balances of past releases, continuing or carried forward to CY 2014, net of adjustments, but to exclude balances of releases continuing or carried forward to CY 2015. |
| *CY 2015* | For Projects:  Physical target or output during the particular reporting period, in percentage.  For Programs:  Target for CY 2015 shall refer to the physical targets corresponding to the programmed utilization of available releases for CY 2015, i.e., from the use of new releases in CY 2015 and balances of past releases continuing or carried forward to CY 2015. |
| Actual | Overall physical accomplishment or output of the program/project. |
| *As of December 31, 2014* | For Projects:  Cumulative physical accomplishment or output since the start of the project up to the end of CY 2014, in percentage.  For Programs:  Actual physical accomplishment as of 31 December 2014 shall refer to the actual physical accomplishment corresponding to the programmed utilization of available releases for CY 2014, i.e., from the use of new releases in CY 2014 and balances of past releases, continuing or carried forward to CY 2014, net of adjustments, but to exclude balances of releases continuing or carried forward to CY 2015. |
| *CY 2015* | For Projects:  Physical accomplishment or output during the particular reporting period, in percentage.  For Programs:  Actual physical accomplishment for CY 2015 shall refer to the actual physical accomplishment corresponding to the programmed utilization of available releases for CY 2015, i.e., from the use of new releases in CY 2015 and balances of past releases continuing or carried forward to CY 2015. |
| Future Targets | Physical targets for the remaining years from CY 2016 to CY 2020, and future years, in percentage. In case annual physical targets could not be expressed in overall percentage, please indicate target, based on output indicators.For locally-funded programs, only supply the CY 2016 targets. |
| 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 | Example:  Cumulative target OWPA = 40%; Minus (-) 10% of target = 36%;  Plus (+) 10% of target = 44%  Therefore:   * Ahead of schedule if cumulative actual OWPA > 44% * On schedule if cumulative actual OWPA ≥36% and ≤44% * Behind schedule if cumulative actual OWPA < 36%   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 2015, cite reason(s) with the details provided in Table 4A. |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 3B**

**Components and Physical Outputs of Programs and Projects**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| 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 | Target quantity to be accomplished as agreed between implementing agency and funding institution, if any. |
| *As of December 31, 2014* | For Projects:  Cumulative target since the start of the project up to the end of CY 2014, in percentage.  For Programs:  Target as of 31 December 2014 shall refer to the physical targets corresponding to the programmed utilization of available releases for CY 2014, i.e., from the use of new releases in CY 2014 and balances of past releases, continuing or carried forward to CY 2014, net of adjustments, but to exclude balances of releases continuing or carried forward to CY 2015. |
| *CY 2015* | For Projects:  Physical target or output during the particular reporting period, in percentage.  For Programs:  Target for CY 2015 shall refer to the physical targets corresponding to the programmed utilization of available releases for CY 2015, i.e., from the use of new releases in CY 2015 and balances of past releases continuing or carried forward to CY 2015. |
| Actual |  |
| *As of December 31, 2014* | For Projects:  Cumulative physical accomplishment or output since the start of the project up to the end of CY 2014, in percentage.  For Programs:  Actual physical accomplishment as of 31 December 2014 shall refer to the physical targets corresponding to the programmed utilization of available releases for CY 2014, i.e., from the use of new releases in CY 2014 and balances of past releases, continuing or carried forward to CY 2014, net of adjustments, but to exclude balances of releases continuing or carried forward to CY 2015. |
| *CY 2015* | For Projects:  Physical accomplishment or output during the particular reporting period, in percentage.  For Programs:  Actual physical accomplishment for CY 2015 shall refer to actual physical accomplishment or outputs corresponding to the programmed utilization of available releases for CY 2015, i.e., from the use of new releases in CY 2015 and balances of past releases continuing or carried forward to CY 2015. |
| Validated MFO | Revised/validated Major final Outputs as per the 2015 GAA of the agency where the delivery of the outputs contributes to. |
| Remarks | Indicate whether the target quantity would be delivered as scheduled, and if not, the factors that affected its delivery on time. |
| *Note* | *For locally-funded programs, cumulative target and actual outputs as of 2014 should only include outputs which correspond to CY 2014 allotments (new, continuing, and adjustments in CY 2014).* |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 3C**

**Programs/Projects Component(s) Addressing Climate Change and**

**Contributing to Disaster Risk Reduction**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| 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 ADB defines DRR as a “series of interconnected actions to minimize disaster vulnerability by avoiding (prevention) or limiting (mitigation and preparedness) the adverse effects of hazards within the broad context of sustainable development.”  DRR is also an integral component of CC adaptation. A comprehensive approach for DRR is set out in the UN- endorsed Hyogo Framework for Action (HFA). It highlights five priority areas of action: (a) Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation; (b) Identify, assess, and monitor disaster risks and enhance early warning; (c) Use knowledge, innovation, and education to build a culture of safety and resilience at all levels; (d) Reduce the underlying risk factors; and, (e) Strengthen disaster preparedness for effective response at all levels. |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 3D**

**Project(s) with Damaged Output(s), Incomplete Output(s) and Sustainability Issue(s)**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.) |
| Year Completed | Date of physical completion of the project (mm/dd/yyyy) |
| Description of Damaged Output(s) | Detailed account of the project’s output(s) damaged in CY 2015 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. |
| Description of Incomplete Output(s) | Detailed account of projects which closed in CY 2015 but with incomplete output(s). Includes which output(s) were not completely delivered and the factor(s) that caused the incomplete delivery of output(s) |
| Description of Sustainability Issue(s) | Detailed account of the issue(s) related to the Pro project’s sustainability. Includes the factor(s) affecting the project sustainability |
| Actions Taken/Being Taken | Actions/measures undertaken/being undertaken by the agency to address the damaged output(s), incomplete output(s), and issue(s) on sustainability |
| Actions to be Taken | Identify the action plan by the agency to address the damaged output(s), incomplete output(s), and issue(s) on sustainability |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 4A**

**Problem Analysis of Projects**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.) |
| Problem/Issue | Major issues/problems encountered in CY 2015, 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. |
| *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 Details | 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. |
| 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. |
| Action Taken/Being Taken | Indicate the steps taken/being taken in resolving past problems. Include measures undertaken or being undertaken by the agency as of 2015 on recommendations during the CY 2014 ODA Portfolio. Indicate also the names of other agencies involved in resolving the issues/problems. |
| Actions to be Taken in CY 2016 and Beyond | Outline the action plan necessary to resolve any outstanding problem affecting the project. |
| Remarks | Indicate the probable or actual effect on the overall project scope, implementation schedule and cost. For the problems identified as outstanding, provide recent updates (2016) on actions taken, if any, and indicate the probability of still meeting the project objectives – low, moderate, high probability, etc. |

***\*****Project Management Office of the implementing agency*

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 4B**

**Assumptions and Risk Register for Programs and Projects**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Assumption/Risk Category | Indicate the category by area of project affected as follows: |
| *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. |
| *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.) |
| Assumption/Risk Description | A phrase defining/referring to a specific, uncertain event that may occur to the detriment or enhancement of the project. Indicate details of the assumption/risk and its probable effect on the overall project scope, implementation schedule and cost. Potential impacts on the project if the risks occurred include delayed completion date, change in project design, cost over runs, etc. |
| Management Strategies | List down countermeasures underway or being instituted by concerned unit(s), whether individually or collectively to prevent, reduce or transfer the risk. Indicate also the names of other agencies involved to facilitate early resolution of problems. |
| Risk Status and Updates/Remarks | Indicate the status of the assumption/risk:   1. current - poses as a threat/enhancement to the project 2. ended - is no longer a threat or a valid assumption 3. mitigated - risk was mitigated 4. occurred - risks not mitigated and has progressed as an issue/problem); or, an assumption that has materialized   The column should also include an explanation/update:   1. on risk/assumption status compared vis-à-vis the previous reporting period 2. on actions done according to the previously identified management strategies, on the assessment of their effectiveness, and reasons for changes in the strategies where applicable |
| *Note* | 1. *The following documents may be used in identifying risks:* 2. *Logical Framework (JICA, WB and ADB) Project Design Matrix (JICA)* 3. *ICC Project Evaluation Report at appraisal* 4. *PDP-RM* 5. *Project assumptions are potential causes of project risk specially when there is uncertainty in these assumptions.*   *Risks that have occurred should be logged as an ongoing.* |

**CY 2015 ANNUAL PORTFOLIO REVIEW**

**Table 5**

**Programs and Projects for Possible Restructuring/ICC Re-evaluation**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Funding Source | For ODA, name of funding institution where loan proceeds was sourced. |
| Details | 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/Justification | 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. |

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**Table 6**

**Program/Project Results**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| Objective(s) | Consists of the Goal, Purpose 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 | 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) 2011-2016 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/2015/05/07/philippine-development-plan-2011-2016-revalidated-results-matrices/*](http://www.neda.gov.ph/2015/05/07/philippine-development-plan-2011-2016-revalidated-results-matrices/)). |
| *Note* | *Projects are not simply a means to accomplish components and activities but they are the best means to attain end of project objectives or project results (or outcomes). Project results are the initial benefits directly resulting from the project. These should become visible during, or soon, after project completion. They are usually based on specific results indicators which are measurable indicators derived from the logical framework (or similar instruments) used in the design of the project.* |

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**Table 7**

**Lessons Learned Register for Programs and Projects**

***Name of Agency***

**As of December 31, 2015**

|  |  |
| --- | --- |
| Program/Project Title | Official title as indicated in official project documents (e.g. loan/grant agreement for ODA, contracts, budget documents, etc.). |
| 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. |