

Republic of the Philippines
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY
Caraga Region XIII
2018 FIRST QUARTER ACCOMPLISHMENT REPORT

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
A. OUTCOME: Sound Economic and Development Management Effected									
MFO 1: Socioeconomic/physical planning and policy advisory services									
Strategy: Steer process for socio-economic and physical planning across agencies at national and subnational levels towards inclusive growth	1. Preparation of spatial and development plans								
	A. Philippine Development Plan 2017 – 2022								
	•Participate in Plan implementation/monitoring activities	100% of requested inputs submitted to NCO							
	•Participate in consultations	100% of consultations attended							
	•Organize regional and sub-regional consultation	Consultation workshops conducted							
B. Mindanao Spatial Strategy/Development Framework (MSSDF)		100% of requested inputs submitted to NCO							
	•Regional centers, sub-regional centers and emerging centers	Maps prepared/enhanced							
	•Key development zones								
	•Maps								
•Major PPAs									
C. Caraga Regional Development Plan 2017 – 2022 (anchored on the long term vision)		100% of requested inputs submitted to NCO							
	•Participate in Plan implementation/monitoring activities								
	D. TA for the updating of PDPFPs	100% of requested technical assistance provided				100% of requested inputs/TA provided to the following:			

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				x		1. Disaster Risk/Vulnerability Assessment on Mainstreaming DRR/CCA in PDPFP for LGU-Agusan del Norte;	1	Feb 6	consolidated PDPFPs of different provinces
					x	2. Orientation on the Additional Indicators to Provincial and Municipal Partners (LGU-ADS PDPFP 2018-2027) on Valuation Analysis; and	1	Mar 1	
					x	3. Updates on Caraga PDPFPs.	1	Mar. 7	
	E. Integration of SDG targets/indicators in various development plans	100% of requested inputs/TA provided		x	x	TA to the Philippine Statistics Authority in integrating the SDG targets/indicators in the Philippine Statistical Development Plan 2017-2022 provided	2	Feb. - Mar.	
	F. Conflict-Sensitive, Gender-Responsive and DRR-CCA Enhanced Regional Spatial Development Framework 2015-2045 (anchored on the long-term vision) •Analysis of the planning environment •Spatial planning framework •Strategic Framework •Maps •Major PPAs	RSDF Finalized Analysis conducted Strategic Framework formulated/enhanced Maps prepared/enhanced							negotiation with the consultant is on-going
	G. Philippine Water Supply and Sanitation Master Plan (PWSSMP)	100% of requested inputs/TA provided	x			100% of requested inputs/TA provided to the following: 1. TA provided through the consultant/NEDA CO by gathering data from 117 water districts and municipalities in Caraga; and	117	Jan. 3-19	
			x			2. PWSSMP Regional Workshop .	1	Jan. 23-25	
	2. Caraga Research Agenda								
	•Advocacy	100% of requested inputs provided		X		Presented the following research topics during the 7th PSC R&D Meeting:	2	Feb. 7-8	

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		100% of research meeting attended			X	1. Estimating the vulnerability index of the Caraganons; 2. Smart City: An Integrated Framework for Caraga Region; and 3. Insurgency and the economic cycles in the Caraga Region. Regional Scientific Meeting attended; substantial inputs provided	1	Mar. 12-13,	
	3. Advocacy on the LTV, PDP, RDP and policies/ strategies under the PDP, RDP, Area plans								
	A. Advocacy campaign for the Long-term vision (LTV)–“AmBisyonNatin 2040”	Scheduled advocacy activities conducted	x			Transmittal letter for the copy of the Philippine Development Plan 2017-2022 (Abridged Version) and the Caraga Regional Development Plan 2017-2022 prepared	40	Jan. 26	200 copies during RDC meeting (3/2/2018); and 200 during CSO consultation (2/7/2018)
					x	Memo for the transmittal of CRDP 2017-2022 soft copy submitted to the NEDA CO	1	Feb. 2	
					x	Caraga RDP presentation material prepared	1	Mar. 12	
	•Social media blasts •IEC materials	100% of requested inputs submitted to NCO		x	x	Copies of Ambisyon Natin posters distributed	400	Feb. 7 & Mar. 2	
	•Regional activity/ies	Photo and/or video documentation conducted							
	B. Communication Plan for the PDP, RDP and AmBisyon Natin 2040	Communication Plan formulated							
	•Communication Plan Preparation	100% of requested inputs submitted to NCO							
	•IEC materials/ collaterals	Copies of RDP and Abridged PDP distibuted		x	x	Copies of the Regional Development Plan and abridged Philippine Development Plan distributed to Regional Line Agencies, LGUs and Congresspersons	100	Feb. 7 & Mar. 8	
	C.Advocacy campaigns/promotion for SDGS, Caraga Research Agenda, HIV Com Plan and other RDC concerns	Scheduled advocacy activities conducted							

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			J	F	M				
		100% of requested inputs submitted to NCO							
	D. Caraga Research Conference	Research Conference conducted/facilitated							
	E. Caraga Today	Publication prepared and disseminated	X	X	X	Caraga Today published and distributed	90	Jan. - Mar.	
		News articulated prepared	X	X	X	News Articles prepared and published	19	Jan. - Mar.	
	F. Other Advocacy Activities	Uploading of pictures and news bits to FB	X	X	X	Pictures and news bits uploaded to FB	500	Jan. - Mar.	
		Submission of NRO news articles to N Today							
		Press release prepared							
		Photo and/or video documentation conducted							
		AVP prepared							
		Submission of List of Plan Publications for 2018		X		List of plan publication for 2018 submitted to NEDA Central Office	1	Feb. 6	
National Information Convention		x		National Information Convention participated; substantial inputs provided	1	Feb. 19-21			
MFO 2: Technical Support and Advisory Services									
Strategy: Provide sound policy advice and technical support to members of the Executive and Legislative branches	1. Provision of advisory services and assistance to the President, Congress, Inter-Agency bodies and related government entities								
	A. Preparation of briefing papers about the region (current situation as baseline – 2015)	Briefing papers prepared							contingent upon request; no request received
	B. Preparation of briefing papers for desk assignments - provinces and cities (current situation as baseline: present status, major problems, economic drivers, competitive advantages, etc.)	Briefing papers prepared							contingent upon request; no request received

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	C. Preparation of policy briefs by sector (regional perspective) – policy/sector issue, analysis, and recommendations	Policy briefs prepared	x			Congressional Meeting on Logistic preparation for the conduct of a policy dialogue/hearing in Region 13 (CARAGA) attended; substantial inputs provided	1	Jan. 24	
	D. Preparation of requested technical/impact analyses to proposed legislation/policies on the economy	100% of requested inputs/TA provided		X	X	Substantial inputs on the filed bills for the establishment of a Department of Culture (SB 6113 and HB 1528) prepared and submitted	1	Feb. - Mar.	
	2. Provision of technical and secretariat support to the NEDA-Board Committees								
	A. RDCom Mindanao	100% of requested inputs/TA provided							contingent upon request; no request received
	B. NLUC/RLUC	100% of scheduled meetings attended/conducted							contingent upon request; no request received
	C. National SDC	100% of scheduled meetings attended							contingent upon request; no request received
	D. ICC and other committees	100% of scheduled meetings attended/conducted							contingent upon request; no request received
	E. NEDA R&D Program	100% of scheduled meetings attended/conducted		X		NEDA R&D Program - 7th Project Steering Committee (PSC) Meeting attended; substantial inputs provided	1	Feb. 6-8	
	F. Man Com	100% of scheduled meetings attended/conducted		x	X	NEDA ManCom Meeting attended; substantial inputs provided	1	Feb. 12 & Mar. 21	
	G. MNRDO	100% of scheduled meetings attended/conducted			x	MNRDO Meeting attended; substantial inputs provided	1	Mar. 15	
	3. Provision of technical and administrative support services to the Caraga RDC and its Committees								
	A. Courtesy calls to the LGU officials (LMP Presidents)	Courtesy visits conducted		x		Courtesy Call/Initial RDC Direction Meeting with Gov. SoL F. Matugas conducted; substantial inputs provided	1	Feb. 23	
	•Briefing papers on the LGU situation								

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	•Briefing about the RDC and SecComs								
	•LTV, PDP, RDP, RDIP and RMs								
	•Briefing about LPMC								
	B. Courtesy calls to Congresspersons	Courtesy visits conducted							
	C. Regular activities of the RDC and its committees: full council, sectoral committees, RLUC, RGADC, Caraga Water Bodies Task Force, CIPC and MSFPC								
	a. RDC Meeting	100% of scheduled meetings conducted; 100% of prepared minutes approved and disseminated to all members; 100% of all resolutions disseminated to all concerned				Secretariat Services to RDC Full council meeting provided:	1	Mar. 2	
				x		- Notice/Advisory/Invitation letters prepared and transmitted	6	Feb. 12, 20 & 27	
				x		- Activity design prepared	1	Feb. 14	
				x		- presentation materials prepared	6	Feb. 20 & 21	
				x		- Special Order prepared	1	Feb. 21	
				x		- Agenda sheet prepared	1	Feb. 21	
				x		- Agenda Brief prepared	9	Feb. 21	
				x		- Certificate of Appearance prepared	100	Feb. 21	
				x		- Secretariat's Report prepared	1	Feb. 23	
				x		- List of confirmed attendees prepared	1	Feb. 26	
				x		- Invitation letter for the Oath Taking Ceremony of Governor Sol F. Matugas as the Caraga Regional Development Council Chairperson prepared	6	Feb. 27	
				x		- RDC members furnished with the minutes of the previous meeting	82	Feb. 28	
				x		- Agenda folders prepared (electronic and hard copies)	57	Feb. 28	
					x	- Minutes/Agreements of the previous meeting approved and adopted	1	Mar. 2	

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b. Sectoral Committee Meetings	100% of scheduled meetings conducted; 100% of prepared minutes disseminated to all members; 100% of all resolutions disseminated to all concerned	x				- Memo re: Appointment Paper of Caraga RDC Chairperson submitted to NEDA CO	1	Mar. 5	
		x				- Letters on the agreements of the meeting prepared and transmitted	82	Mar. 7	
		x				- RDC Resolutions transmittal letters prepared	47	Mar.12	
		x				- RDC Resolutions transmitted to concerned agencies/LGUs/institutions	19	Mar.27	
		x				- Activity Design for the RDC Consults Siargao Islands on FAmE prepared	1	Mar. 28	
		x				Secretariat Services to SDC-TWG meeting provided:	1	Jan. 31	
		x				- Activity design prepared	1	Jan. 17	
		x				- Invitation letters prepared/sent	1/42	Jan. 17	
		x				- Certificate of Appearance prepared	35	Jan. 26	
		x				- Attendance Sheets prepared	2	Jan. 26	
						- Agenda sheets printed	20	Jan. 29	
		x				- presentation materials printed	12	Jan. 31	
		x				List of agreements prepared	1	Jan. 31	
				x		- Agreements of the meeting forwarded to members	1	Feb. 2	
				x		Secretariat Services to EDC meeting provided:	1	Feb. 14	
		x				- Activity design prepared	1	Jan. 31	
		x				- Invitations letters prepared/sent	1/52	Feb. 3	
		x				- Agenda briefs prepared	6	Feb. 5-9	
		x				- Certificate of Appearance prepared	60	Feb. 12	
		x				- Attendance Sheets prepared	1	Feb. 12	
		x				- Agenda folders prepared	5	Feb. 12	
		x				- Electronic copy of agenda briefs uploaded in the tablets	45	Feb. 14	

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			J	F	M				
				x		- Minutes/Agreements of the previous meeting approved and adopted	1	Feb. 14	
				x		Secretariat Services to SDC meeting provided	1	Feb. 15	
			x			- Activity design prepared	1	Jan. 30	
			x			- Invitation letters prepared/sent	1/42	Jan. 30	
				x		- Certificate of Appearance prepared	50	Feb. 13	
				x		- presentation materials prepared	4	Feb. 13	
				x		- Agenda briefs prepared	30	Feb. 14	
				x		- Electronic copy of agenda briefs uploaded in the tablets	40	Feb. 14	
				x		- Agenda folders prepared	4	Feb. 14	
				x		- Attendance Sheets prepared	2	Feb. 14	
				x		- List of agreements prepared	1	Feb. 15	
				x		- Minutes/Agreements of the previous meeting approved and adopted	1	Feb. 15	
				x		- Agreements of the meeting forwarded to members	1	Feb. 19	
						Secretariat Services to (IDC) meeting provided:	1	Feb. 19	
				x		- Activity design prepared	1	Feb. 5	
				x		- Invitations letters prepared/sent	1/36	Feb. 5	
				x		- Certificate of Appearance prepared	40	Feb. 5	
				x		- Minutes/Agreements of the previous meeting prepared and forwarded to members for comments	1	Feb. 8	
				x		- Agenda brief on road standars prepared	1	Feb. 13	
				x		- Minutes/Agreements of the previous meeting approved and adopted	1	Feb. 19	
				x		- Agreements of the meeting forwarded to members	1	Feb. 19	
				x		Secretariat Services to DAC meeting provided:	1	Feb. 20	

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			J	F	M				
			x	x		- Notice/Invitations letters prepared/sent	1/12	Jan. 22, Feb. 12 & 14	
				x		- Notice/Invitations letters prepared and sent	2	Feb. 2	
				x		- Activity design prepared	1	Feb. 6	
				x		- Agenda sheet prepared	1	Feb. 9	
				x		- Presentations prepared	4	Feb. 9	
				x		- Minutes of the previous meeting prepared	1	Feb 12	
				x		- Certificate of Appearance prepared	30	Feb. 12	
				x		- Attendance Sheets prepared	1	Feb. 12	
				x		- List of confirmed participants prepared	1	Feb. 12	
				x		- Feedback form prepared		Feb. 12	
				x		- Certificate of Appearance prepared	60	Feb. 15	
				x		- Attendance Sheets prepared	1	Feb. 14	
				x		- Agenda briefs prepared	10	Feb. 15 & 16	
				x		- Electronic copy of agenda briefs uploaded in the tablets	50	Feb. 19	
				x		- Agenda folders prepared	7	Feb. 19	
				x		- Updates on the agreements reached during the previous meeting prepared	1	Feb 12-14	
				x		- Agreements of the meeting prepared and forwarded to members	1	Feb.13	
				x		- RDC-DAC TWG Meeting conducted	1	Feb.13	
				x		- Presentation materials prepared	4	Feb. 14, 16 & 19	
				x		- Feedback form prepared	50	Feb. 15	
				x		- RDC-DAC members furnished with the minutes of the previous meeting	54	Feb 19	
				x		- Agreements of the meeting prepared and forwarded to members	1	Feb. 20	
	c. RDC - Advisory Committee	100% of scheduled meetings conducted; 100% of prepared minutes approved and disseminated to all members; 100% of all resolutions issued/disseminated to all concerned			x	RDC-AdCom Meeting conducted	1	Mar. 8	
				x	x	- Notice/Invitations letters prepared and sent	25	Feb. 8, 14, 21, 27 Mar. 2	

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			J	F	M				
				x		- Activity design prepared	1	Feb. 19	
				x		- Certificate of Appearance prepared	25	Feb. 27	
				x		- Special Order prepared	1	Feb. 28	
					x	- List of confirmed participants prepared	1	Mar. 5	
				x		- Feedback form prepared	30	Mar. 6	
				x		- Agenda kit prepared	14	Mar. 6	
				x		- Attendance Sheets prepared	1	Mar. 6	
				x		- Agreements of the meeting prepared and forwarded to members	1	Mar. 8	
				x		- Activity Report prepared	1	Mar. 12	
				x		- Memo re: RDC AdCom Meeting materials prepared and submitted to NEDA CO	1	Mar. 12	
				x		- Transmittal letter of the agreements prepared and transmitted	33	Mar. 19	
	d. RDC - Executive Committee	100% of scheduled meetings conducted; 100% of prepared minutes approved and disseminated to all members; 100% of all resolutions issued/disseminated to all concerned							not scheduled for the quarter
	e. RLUC	100% of scheduled meetings conducted; 100% of prepared minutes approved and disseminated to all members; 100% of all resolutions issued/disseminated to all concerned			x	1st Quarter RLUC-TWG meeting conducted	1	Mar. 27	
					x	- Activity design prepared	1	Mar. 12	
					x	- Invitations letters prepared/sent	30	Mar. 16	
					x	- Certificate of Appearance prepared	40	Mar. 16	
					x	- Attendance Sheets prepared	1	Mar. 16	
	f. RDC-GADCC	100% of scheduled meetings attended		x		1st Quarter RGADC-TWG Meeting attended; substantial inputs provided	1	Feb. 1	
				x		Institutionalization of GAD and Gender Governance (IOG) Sub-Committee Meeting attended; substantial unputs provided	1	Feb. 7	
				x		RGADC Special meeting attended; substantial inputs provided	1	Feb. 19	

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	g. CIPC	100% of scheduled meetings attended		x		5th RGADC General Assembly participated; substantial inputs provided	1	Feb. 20	
					X	CIPC-TWG meeting re: IP summit attended; substantial inputs provided	1	Mar. 8	
	h. PSR	100% of scheduled meetings attended		x		1st Qtr. RDC PSR Forum conducted	1	Feb. 5	
			x			- Activity Design prepared	1	Jan. 30	
			x			- Notice of meeting prepared	1	Jan. 30	
				x		- Program prepared	1	Feb. 1	
				x		- Updates on the agreements reached during the previous meeting prepared	1	Feb. 2	
				x		- Attendance sheet prepared		Feb. 2	
				x		- Presentation prepared	1	Feb. 2	
					x	- Notice for the 9th PSR National Convention prepared	1	Mar. 20	
	i. Regional Research, Development and Innovation Committee (RRDIC)	100% of scheduled meeting attended		x		1st Quarter Regional Research, Development and Innovation Committee (RRDIC) meeting attended; substantial inputs provided	1	Feb. 22	
	D. RDC Agency Central Office (ACO) Dialogue	100% of scheduled meeting attended							
	E. Public-Private Partnership and Joint Venture training	Training/s conducted/facilitated							
	F. RDC Sportsfest								
	4. Provision of technical support in disaster rehabilitation and recovery efforts of NDRRMC and RDRRMC								
	A. Disaster-risk management related activities	100% of requested inputs/TA provided	x			Pre-Disaster Risk Assessment (PDRA)/Emergency Response (ERP) meeting for the Tail-End of a Cold Front (TECF) attended	1	Jan. 15	
				x		Red Alert Status re: TS Basyang; rendered of duty services at RDRRMC Operations Center	1	Feb. 12-13	

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			J	F	M				
				x		RDRRMC Special Meeting attended re: Proposed Recovery and Rehabilitation Framework for TS Basyang	1	Feb. 27	
					x	One day orientation workshop for CY 2018 revised guidelines on Gawad KALASAG Search for Excellence in DRRM and Humanitarian Assistance attended	1	Mar. 8	
					x	RSC Desktop Evaluation of 2018 Gawad KALASAG Entries attended	1	Mar. 26-27	
	B. Recovery and rehabilitation planning	100% of scheduled meetings attended; 100% of requested inputs/TA provided							not scheduled for the quarter
	C. RAIN/ La Nina Task Force Assessment Report	100% of requested inputs/TA provided							not scheduled for the quarter
	5. Joint RDC and RPOC meeting								
	•Preparatory activities	100% of scheduled meetings attended; 100% of requested inputs/TA provided		x		100% of scheduled meetings attended; 100% of requested inputs/TA provided	1	Feb. 25	12/14/2017 Joint RDC-RPOC meeting
						RDC-RPOC Transcription prepared; RDC-RPOC Minutes prepared			
	•RDP and RDIP 2017-2022, Caraga Roadmap for peace and other concerns	100% of scheduled meetings attended; 100% of requested inputs/TA provided			X	Caraga Roadmap for Peace Steering Committee Meeting attended; substantial inputs provided	1	Mar. 9	
	6. NEDA Caraga Research and Development Program (Potential Investment Alternatives to Mining)								
	A. Project Implementation	100% of scheduled meetings attended; 100% of requested inputs/TA provided					1	Feb. 9	
	- Potential Investment Alternatives to Mining	Inception Report prepared		X		PIAM Inception report submitted to NCO			
				X		PIAM Inception report review conducted; substantial inputs provided	1	Feb. 12-20	
					X	PIAM Inception report presented	1	Mar. 1	

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MFO 3: Investment Programming Services									
Strategy: Facilitate investment programming and direct/align resources for investment toward priority areas	1. Conduct of program/ project appraisal								
	A. Project Evaluation Reports (PER)	Provision of inputs to PER for projects being appraised by NCO as requested							contingent upon request; no request received
	2. Formulation of the Regional Development Investment Program (RDIP)								
	A. Finalization of RDIP 2017-2022	RDIP prescribed formats prepared RDIP 2017-2022 prepared Consultation workshop's conducted/facilitated	x			RDIP partially prepared	4	Jan. 9	preparation of some chapters still on-going
	•Format/outline and forms								
•RDIP									
•Consultation									
B. Preparation of RDIP Assessment Report (RAR) 2017									
	•Guidelines, forms and format	RDIP framework and guidelines formulated				Briefing of NEDA PIP Focals on the PIP Updating Guidelines and Hands-on Session on the PIP Online (PIPOL) System participated; substantial inputs provided	1	Feb. 12	
	•Annual RAR	Annual RDIP Assessment Report (RAR) prepared							
	C. Annual Investment Program for 2020 (as basis for FY 2020 budget proposal preparation)	Annual AIP for FY 2020 prepared							
	D. Others			x					
					x	Briefing on the NEDA Validation of Agency Inputs for the Updated Public Investment Program (PIP) in the PIP Online System conducted; substantial inputs provided	1	Mar. 27	
	3. FY 2018 Budget Preparation								
	A. FY 2019 Regional Budget Review								
•Budget forum	Regional Budget Forum/Call conducted	x				Regional Budget Forum/Call participated; substantial inputs provided	1	Jan. 26	

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	<ul style="list-style-type: none"> Internal Budget Hearing and Cash-Based Budgeting Sectoral committee review 	RDC Sectoral committee review conducted	x			Invitation letters prepared and transmitted	44	Jan., 15 & 17	
			x			Attendance Sheet prepared	1	Jan. 22	
			x			Certificate of Attendance prepared	150	Jan. 22	
					x	NEDA Internal Budget Hearing and Briefing on Cash Based Budgeting by the DBM attended	1	Mar. 5-6	
						RDC Sectoral Budget committee review conducted on the following dates:			
				x		1. EDC;	1	Feb. 7	
				x		2. SDC;	1	Feb. 15	
				x		2. IDC; and	1	Feb. 19	
				x		3. DAC;	1	Feb. 20	
	<ul style="list-style-type: none"> CSO consultation Others 	Regional Budget Consultation with CSO conducted	x	x		Website for online access/submission of agency budget forms developed and maintained	1	Jan-Feb	
				x		Regional Budget Consultation with CSO conducted; substantial inputs provided	1	Feb. 7	
				x		Agreements of the CSO Consultation prepared	1	Feb. 7	
			x			Forum on the Execution of FY 2018 Budget and Preparation of the Proposed FY 2019 Budget attended	1	Jan. 22	
4. Strengthening of Industry Clusters									
	A. Evaluation of performance of Industry Clusters	100% of requested inputs/TA provided							not scheduled for the quarter
	B. Preparation of cluster profiles	100% of requested inputs/TA provided							
	C. Cost of Doing Business in Caraga	Promotional materials (e.g. Cost of Doing Business)							
5. Updating of RBIP									
	Updating of RBIP	RBIP enhanced							not scheduled for the quarter

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	•Inclusion/ integration of all roads and bridges proposals (tourism, Mindanao logistics, new opening, PAMANA, etc.)								
MFO 4: Monitoring and Evaluation Services									
Strategy: Provide useful M&E services to measure impact and allow for timely interventions	1. Implementation of the RPMES								
	A. RPMC related activities								
	•TWG meetings	100% of scheduled meetings conducted/facilitated		x		Secretariat services to RPMC-TWG meeting provided:	1	Feb. 13	
				x		- RPMC-TWG Activity Design prepared	1	Feb. 5	
				x		- Notice prepared and sent	1	Feb. 6	
				x		- RPMC-TWG minutes of the previous meeting prepared	1	Feb. 12	
	•Quarterly monitoring activities	Regular quarterly monitoring activities conducted		x		- RPMC 2017 Accomplishment Report prepared	1	Feb. 27	
				x		- Q2 Monitoring Plan prepared	1	Feb. 27	
				x		Notice prepared and sent to implementing agencies, members and LGUs	3	Feb. 27	
					x	Monitoring kits prepared	10	Mar. 8	
	•Quarterly RPMC meetings	Quarterly RPMC meeting conducted; 100% of resolutions/agreements approved by the committee disseminated to all concerned			x	Accommodation and vehicles for the Monitors prepared and coordinated	2	Mar. 8	
					x	Actual monitoring visits conducted	24	Mar. 13 - 16	
					x	Secretariat services to Quarterly RPMC meeting provided:	1	Mar. 6	
				x		- 2017 Q4 Monitoring Reports prepared	2	Feb. 5	
				x		- Activity Design prepared	1	Feb. 12	
				x		- Presented the RPMC South Team monitoring report	1	Feb. 13	
				x		- Notice prepared and sent	1	Feb. 14	
				x		- Monitoring Plan prepared	1	Feb. 28	
					x	- Attendance of RPMC members and invitees confirmed	1	Mar. 2	

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			J	F	M				
	•Problem solving sessions	Problem solving session conducted							
	•Preparation of regular reports	Quarterly reports prepared and endorsed by the RPMC and submitted to NPMC		x		RPMES Forms 5-11 prepared and submitted to NPMC	7	Feb. 15	
				x		Inventory of projects monitored submitted to PSA	1	Feb. 28	
					x	Caraga RPMC Accomplishment, MP, WFP and Best Practices submitted to NPMC	4	Mar. 9	
	•Preparation of Caraga Today input	Inputs to the Caraga Today prepared							
	B. NPMC meetings and M&E forum	Scheduled meetings participated; inputs provided			x	NPMC Meeting attended; substantial inputs provided	1	Mar. 15	
		100% of inputs/TA provided			x	Comments on the Proposed Roles and Responsibilities of RPMCs and NROs in the Proposed Facilitation, Monitoring and Innovation Task Force provided	1	Mar. 8	
					x	Comments on the Proposed Monitoring and Evaluation Fund CY 2018 provided	1	Mar. 27	
	C. Advocacy campaign for the reorganization of LPMCs								
	•Orientation materials	Orientation materials prepared							
	•Provincial and city visits	Provincial/city visits conducted							
	•Template for EO or resolution re/organizing the LPMCs	Resolution prepared							
	•Training on GRPMES (as requested)	Orientation conducted as requested			x	Training Workshop during Local Road Network Development Plan CY 2018 on RPMES and Plan M and E participated; substantial inputs provided	4	Mar. 19- 21	
	•Search for Outstanding LPMC	1 Awarding Ceremony for the Search for Outstanding LPMCs conducted Fied validation visits							
	D. Regional M and E Forum	M&E Forum conducted/facilitated							

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	E. Caraga RPMC Website		x	x	x	Website developed, populated and maintained	1	Jan-Mar	
	2. Monitoring of Socio-economic plans								
	A. Preparation of RES	Quarterly RES prepared; 2017 Annual RES prepared		x		Q3 2017 RES prepared	1	Feb 23	
	B. Preparation of 2017 RDR	2017 RDR prepared and endorsed by the RDC							finalization is on-going
	C. Presentation of latest GRDP	2017 GRDP presented							scheduled for the next quarter
	D. Preparation of RMs	RMs prepared and finalized							finalization is on-going
	•Finalization								
	3. Ex-Post Evaluation of Lower Agusan Development Project (LADP)								
	. Project Planning	100% of scheduled meetings attended; 100% of requested inputs/TA provided	x			Memoranda prepared and sent to NCO	2	Jan. 31	
	. Project Implementation			x		Activity design of Draft Inception Report Review/Meeting prepared	1	Feb. 1	
				x		Format (ILO) to review the Draft Inception Report prepared	1	Feb. 1	
				x		Format (ILO) to review the Draft Inception Report presented to the Division	1	Feb. 2	
				x		Input/brief on Impact Assessment of LADP prepared and provided to DRD	1	Feb. 5	
				x		Division comments generated and integrated for the review of the Draft Inception Report	1	Feb. 5	
				x		Letters to NCO-Infra Staff and FREEDOM prepared	2	Feb. 6	
				x		Letter and Comments on the DIR Review prepared and sent	2	Feb. 7	
					x	Review of the Draft Inception Report conducted/facilitated	1	Mar. 2	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
					x	Memorandum and certification for the review of Draft Inception Report prepared	2	Mar. 2	
	4. Impact Assessment of Overloading of Trucks in Caraga Region								
	▪ Proposal Preparation	100% of scheduled meetings attended; 100% of requested inputs/TA provided		x		Draft/initial proposal prepared	1	Feb. 9	
				x		Memorandum on the proposal prepared and submitted	1	Feb. 9	
B. OUTCOME: Leadership, Management and Innovation									
Support to Operations/General Administrative Services									
Strategy: Pursue organizational development through capacity building, systems improvement and physical assets upgrading to improve productivity	1. Strengthening of RGISN Operations								
	•Establishment of biodiversity portal	Biodiversity portal developed/established		X		Caraga Socio-Economic Portal is accessible online	1	Feb. 6	
	•Operationalization of the IP for Biodiversity Portal	Database maintained 100% of requests for TA provided/meetings conducted							
	2. Mindanao Productivity Olympics								
	•Preparation and coordination with host NRO	Preparatory activities conducted	x			Memo re: suggested topics on Federalism for the 3rd NEDA Mindanao Forum and Productivity Olympics prepared and submitted to NEDA XII	1	Jan. 9	
	•Logistics preparation and training/practice	100% of logistical requirements and physical training prepared/attained							
	3. Strengthening of External Linkages								
	A. Participation in Meetings/Seminars/Workshops/Conferences of RLAs, LGUs and Private Stakeholders	100% of requests for meetings with partners attended with technical assistance provided	x			Forum for the Preparation of the Proposed FY 2019 Budget and Execution of FY 2018 Budget participated; substantial inputs provided	1	Jan. 22	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
				x		Regional Directors' Meeting on the Proposed Conservation Areas of the Province of Dinagat Islands	1	Feb. 13	the meeting was postponed
				x		- Invitation Letters prepared	4	Feb. 9	
				x		- Certificate of Appearance prepared	1	Feb. 9	
				x		Training Module 1: Setting the Stage for Mainstreaming Green Growth in Development Planning conducted/facilitated; substantial inputs provided	1	Feb. 13-15	
				x		- Presentation material prepared	1	Feb. 12	
				x		Substantial input to the Regional Statistics Development Program provided	1	Feb. 15	reflected in MFO 4.1.A
				x		TRAIN Law Overview Presentation for the CSU Student Conference prepared	1	Feb 19	
				x		DTI-DPWH ROLL-IT Convergence Program Regional Consultation participated; substantial inputs provided	1	Feb. 28	
					x	Harmonization Workshop of Convergence Programs with DPWH participated; substantial inputs provided	1	Mar. 13	
	1. As Committee Chair, Vice-Chair:								
	1.1. Regional Project Monitoring Committee (RPMC)	Meeting attended; inputs provided							
	1.2. Regional Statistical Committee (RSC)	Meeting attended; inputs provided		X		RSC-TWG for the creation for land and timber accounts of Caraga meeting attended; substantial inputs provided	1	Feb. 6	
				X		RSC meeting attended; substantial inputs provided	1	Feb. 26	
					X	Caraga Wide Statistics Congress TWG meeting attended; substantial inputs provided	1	Mar. 27	
					X	PSAs requests on the annual data collection for the GRDP facilitated	1	Mar. 30	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
			x	x	x	Preparation of the Philippine Statistics Development Plan 2017-2022 facilitated; substantial inputs/TA provided	1	Jan. - Mar.	
	1.3. Regional Tripartite Wage and Productivity Board (RTWPB)	Meeting attended; inputs provided			x	Productivity Toolbox cum Wage related Statistics and Incentivizing Orientation participated; substantial inputs provided	1	Mar. 26	
	1.4. Regional Multi-Sectoral Forest Protection Committee (RMSFPC)	Meeting attended; inputs provided			x	1st Quarter RMFPC Meeting attended; substantial inputs provided	1	Mar. 28	
	1.5. COSERAM Regional Steering Committee	Meeting attended; inputs provided	x			Brief meeting with GIZ COSERAM attended; substantial inputs provided		Jan. 18	
				x		GIZ: Focus Group Discussion on Gender Mainstreaming in Peacebuilding participated; substantial inputs provided	1	Feb. 9	
				x		COSERAM Regional Steering Committee TWG meeting attended; substantial inputs provided	1	Feb. 15	
				x		GIZ-COSERAM PROGRAM IP4Biodiversity-TWG meeting attended; substantial inputs provided	1	Feb. 15	
					x	1st Quarter RSC-COSERAM Meeting conducted;substantial inputs provided	1	Mar. 12	
				x		- Invitation letters send out	9	Feb. 27	
				x		- Attendance Sheet prepared	1	Mar. 9	
				x		- Certificate of Attendance prepared	20	Mar. 9	
	1.6. Special Committee on Indigenous People's Concern (CIPC)	Meeting attended; inputs provided			X	Coordination Meeting on the IP Summit attended; substantial inputs provided	1	Mar. 13	
					x	Secretariat support provided during the IP Summit	1	Mar. 22	
					X	TWG IP Summit Meeting attended; substantial inputs provided	1	Mar. 25-26	
	2. As Committee Member:								
	2.1. Regional Nutrition Committee (RNC)	Meeting attended; inputs provided			X	RNC-TWG Meeting attended; substantial inputs provided	1	Mar. 13	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	2.2. Regional Disaster Risk Reduction and Management Council (RDRRMC/TWG)	Meeting attended; inputs provided		x	X	Workshop on the Formulation of the Regional Action for Nutrition (RPAN) participated; substantial inputs provided	1	Mar. 20-22	
						Pre-Meeting for RDRRMC Special Meeting for the Proposed Rehab & Recovery for TS Basyang attended; substantial inputs provided	1	Feb. 26	
	2.3. Board of Regents/Trustees of SUCs	Meeting attended; inputs provided		x		Meeting for RDRRMC Special Meeting for the Proposed Rehab & Recovery for TS Basyang attended; substantial inputs provided	1	Feb. 27	
					x	1st Quarter RDRRMC TWG Meeting attended; substantial inputs provided	1	Mar. 7	
			x			CSU re Fiscal-University Development projects Review Committee (UDPRC) meeting attended; substantial inputs provided	1	Jan. 12	
			x			Speciat BOT Meeting (CSU,SDSSU) attended; substantial inputs provided	1	Jan. 19	
			x			CSU Special meeting attended; substantial inputs provided	1	Jan. 25	
				x		State of the University Address (CSU) attende/participated	1	Feb. 13	
				x		Board Finance & Administrative Committee Meeting attended; substantial inputs provided	1	Feb. 24	
					x	CSU & SDSSU Finance Committee Meeting attended; substantial inputs provided	1	Mar. 7	
					x	Board Meeting (CSU,SSCT,SDSSU & ASSCAT) attended; substantial inputs provided	1	Mar. 16	
	2.4. Mindanao Commission on Women (MCW)	Meeting attended; inputs provided			X	Advocate Summit: Tribute to Women participated; substantial inputs provided	1	Mar. 16	
	2.5. Multi-Sectoral Advisory Committee (MSAC)	Meeting attended; inputs provided	x			Economics 101 presentation prepared and presented	1	Jan 23	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	2.6. Regional Inter-Agency Committee on the Filipino Family (RIAC-FF)	Meeting attended; inputs provided	x		X	MSAC Economics 101 Training conducted; substantial inputs/TA provided	1	Jan. 24	
						1st Qtr RIAC with selected IPMR per province meeting attended; substantial inputs provided	1	Mar. 15	
	2.7. Regional Inter-Agency Committee on Senior Citizen (RIAC-SC)	Meeting attended; inputs provided		X		1st Quarter RIAC-SC meeting attended; substantial inputs provided	1	Feb. 27	
	2.8. Regional Peace and Order Council (RPOC)	Meeting attended; inputs provided		x		Coordination Meeting on Peace and Development Zones attended; substantial inputs/TA provided	2	Feb. 13 & 23	
				x		Coordination meeting re PDZ attended; substantial inputs provided	1	Feb. 21	
					x	RPOC-CRMP Steering Committee Meeting attended; substantial inputs provided	1	Mar. 9	
					x	1st Qtr. RPOC Meeting attended; substantial inputs provided	1	Mar. 12	
					x	Coordination Meeting on IP Summit Issues conducted; substantial inputs provided	3	Mar. 12, 19 & 21	
					x	List of Caraga IP Issues prepared	1	Mar. 21	
					x	IP Summit attended; substantial inputs/TA provided	1	Mar. 25-26	
	2.9. Payapa at Masaganang Pamayanan (PAMANA)	Meeting attended; inputs provided		x		Partner's Dinner Meeting and Solidarity Night participated; substantial inputs provided	1	Feb. 22-23	
	2.10 Regional Interagency Council Against Trafficking (RIACAT)	Meeting attended; inputs provided		X		1st Quarter RIACAT-VAWC meeting attended; substantial inputs provided	1	Feb. 15	
	2.11. Caraga Regional Competitiveness Committee (CRCC)	Meeting attended; inputs provided		x		1st Regional Competitiveness Council Meeting attended; substantial inputs provided	1	Feb. 26-28	
	2.12. Regional Coordinating Committee-CUP TB	Meeting attended; inputs provided	x			Substantial inputs to DOH regarding the MOA between DOH and NEDA for the RCC of National Tuberculosis Control Program provided	1	Jan. 23	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	2.57 Agusan River Basin Technical Working Group	Meeting attended; inputs provided			x	ARB Master Plan Workshop (ARB Investment Programming) attended; substantial inputs provided	1	Mar. 14-15	
	2.63 Regional Inter-Agency Committee for IP	Meeting attended; inputs provided			x	TWG-IP meeting attended; substantial inputs provided	1	Mar. 13	
	2.65 Police Regional Office XIII Advisory Council (RAC)	Meeting attended; inputs provided			x	2nd Joint TWG-RAC Meeting attended; substantial inputs provided	1	Mar. 14	
	2.67 Port Management Advisory Council	Meeting attended; inputs provided			x	Meeting attended; substantial inputs provided	1	Mar. 26	
	2.67 Taguibo River Water Quality Management Area Governing Board (TRWQMA-GB)	Meeting attended; inputs provided		x		FGD of TRWQMA-GB meeting attended; substantial inputs provided	1	Feb. 21	
					x	TRWQMA- GB 1st Quarter Meeting attended; substantial inputs provided	1	Mar. 15	
	2.67 Caraga ICT Council	Meeting attended; inputs provided		X	x	Attended the 1st Caraga ICT Council Industry Forum and the Second Capacity Building on ICT	1	Feb. 23	
	3. As Secretariat:								
	3.1. National Volunteer Month-Regional Steering Committee (NVM-RSC)	Meeting attended; inputs provided							no meeting scheduled for the quarter
	3.2. Men Opposed to Violence Against Women Everywhere (MOVE)-Caraga	Meeting attended; inputs provided							no meeting scheduled for the quarter
	3.3. Agusan River Water Quality Monitoring Task Force	Meeting attended; inputs provided							no meeting scheduled for the quarter
	3.4. Search for Outstanding Volunteer-Regional Search Committee (SOV-RSC)	Meeting attended; inputs provided							no meeting scheduled for the quarter
	▪ Others - ACE	Meeting attended; inputs provided	x			Special ACE Board of Directors Meeting attended; substantial inputs provided	1	Jan. 8	
			x			Executive Learning Session (ELS) and General Assembly participated; substantial inputs provided	1	Jan. 31	
				x		ACE BOT meeting attended; substantial inputs provided	1	Feb. 20	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	- Balik -Kultura	Meeting attended; inputs provided	x			Meeting with the Balik-Kultura team attended; substantial inputs provided	1	Jan. 25	
	- LGU - Butuan City	Meeting attended; inputs provided		x		Opening of Butuan City museum attended	1	Feb. 21	no meeting scheduled for the quarter
	- COA	Meeting attended; inputs provided			x	COA Exit Conference attended; substantial inputs provided	1	Mar. 6	
	- PRO 13	Meeting attended; inputs provided	x			Conferment of Performance Governance System Proficient Status to PNP Offices and Units attended/ participated	1	Jan. 15	
				x		48th Founding Anniversary (4ID) attended/participated	1	Feb. 1	
				x		Foundation Day of PRO 13 attended/participated	1	Feb. 5	
				x		PNP Cascading re PNP Patrol Plan 2030 attended; substantial inputs provided	1	Feb. 22	
	4. Mindanao-wide activities:								
	4.1 Mindanao Development Authority	Meeting attended; inputs provided			x	MinDA-JPP session participated; substantial inputs provided	1	Mar. 6-8	
					x	MinDA-JPP session ECR prepared	1	Mar. 12	
	4.2 NEDA Board-RDCom	Meeting attended; inputs provided			x	22nd Conference of the NEDA Board Regional Development Committee-Mindanao Area Committee (RDCom-Mac) attended/participated; substantial inputs provided	1	Mar. 23	
	4.3 National Grid Corporation of the Philippines (NGCP)	Meeting attended; inputs provided							
	B. Technical Assistance	100% of requested technical assistance provided	x			Solid Waste Management Coordination Meeting attended; substantial inputs provided	1	Jan. 24	
			x			PCCI Caraga/CODE SME meeting attended; substantial inputs provided	1	Jan. 25	
			x			Meeting re: Mutya sa Caraga attended; substantial inputs provided	1	Jan. 25	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
			x			TWG Meeting on People's Participation attended; substantial inputs provided	1	Jan. 24	
				x		Updating of Disaster Risk Reduction-CCA Maps for LGU-Agusan del Norte attended; substantial inputs provided	1	Feb. 6	
				x		Conduct of Initial meeting and rescheduling of the steering committee convening/organization and Technical Working Group (TWG) creation for Land and Timber Accounts of Caraga attended; substantial inputs provided	1	Feb. 6	
				x		Coordination meeting re: 1st Butuan City Environmental Forum attended; substantial inputs provided	2	Feb. 20, Feb. 26	
				x		Situational Analysis by Thematic Area Formulation of Logframe Identification Mngt. Strategies Programs and Projects (as Resource Person); substantial inputs provided	1	Feb. 21-23	
				x		Economic Zone, Trade, Industry and Toursim Committee Consultation (LGU-ADN-SP); substantial inputs provided	1	Feb. 23	
				x		SEEA - Regional Steering Committee Meeting attended; substantial inputs provided	1	Feb. 26	
				x		Resource Speaker re 1st Environmental Forum	1	Mar. 6	
				x		1st Butuan City Environmental Forum with a theme "Sharing Responsibility on Environment for a Progressive Butuan City (Resource Speaker re: SDG and RDP on Environment" - GCH (presentation prepared for RD Popop); substantial inputs provided	1	Mar. 6-8	
				x		Balangay Festival Management Workshop attended; substantial inputs provided	1	Mar. 9-10	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS	
			J	F	M					
					x	Training Modules 1 and 2 under the Project "Mainstreaming Green Growth in Development Planning" participated; substantial inputs provided	1	Mar. 13-15		
	C. Strengthening of Caraga League of Local Planners	100% of requested technical assistance provided			x	Regional Consumer Summit attended; substantial inputs provided	1	Mar.14		
					x	Review of parameters and data assessment for Land and Timber Accounts for Caraga Meeting attended; substantial inputs provided	1	Mar. 16		
					x	Coordination meeting attended re: Balanghai Festival ; substantial inputs provided	1	Mar. 21		
					x	Resource Speaker re 2018 Women's Culmination Day	1	Mar. 22		
						Memo re: revitalization of the LLPDC Caraga Chapter prepared and submitted to NEDA CO	1	Feb. 18		
	4. Systems and website Management/ICT and GIS Support									
	•Systems and website management/ICT and GIS support	ICT and GIS related services provided	x	x	x	ICT and GIS related services provided	1	Jan. - Mar.		
						Systems maintained/ enhanced	1	Jan. - Mar.		
						File Storage and Back-Up maintained	1	Jan. - Mar.		
						Network maintained	1	Jan. - Mar.		
						Server maintained	2	Jan. - Mar.		
						Website maintained/ enhanced	66	Jan. - Mar.		
						VOIP Phone maintained and troubleshot	1	Jan. - Mar.		
						Submission of ICT equipment inventory to NCO_ICTS	1	Mar. 5		
	•Systems Development	New system developed (as needed)							as the need arises	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
		NEDA Applicants Database System and Performance Management System maintained	x	x	x	NEDA Applicants Database System maintained	1	Jan. - Mar.	
	•Systems Operationalization	Communication Tracking System enhanced	x	x	x	Communication Tracking System enhanced	1	Jan. - Mar.	as the need arises
		Library e-catalogue managed and updated	x	x	x	Library e-catalogue managed and updated	1	Jan. - Mar.	
		100% of systems developed maintained							
	5. STRATEGIC PRIORITY								
	A. Conduct of Capacity-building activities	Capacity-building activities conducted							
	B. Internal Development								
	1. Regular Fellowship Program	1 Fellowship with GAD Learning Sessions conducted/1 Exposure Trip							not scheduled for the quarter
		Others	x			NEDA 45th Anniversary celebration attended	1	Jan. 23-24	
	2. Conduct of Outreach activities	Gender Reponsive CSR activity with ONE conducted							not scheduled for the quarter
	3. Trainings/Seminars/ Workshops/Consultations/ Meetings	100% of schedule training activities conducted, attended, facilitated				100% of schedule training activities conducted, attended, facilitated			
			x			EnP Training for RDC Secretariat conducted; substantial inputs provided	1	Jan. 9-12	
			x			Land Use Training for LGUs and RDC Secretariat conducted; substantial inputs provided	1	Jan. 16-18	
			x			Seminar/Workshop on RA 9470 and Archives Administration attended; substantial inputs provided	1	Jan. 16-19	
				x		Performance Management System Training participated; substantial inputs provided	1	Feb. 14-15	
				x		REAP Conference participated; substantial inputs provided	1	Feb. 26-28	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
					x	Competency Based Succession Planning Training participated; substantial inputs provided	1	Mar. 7-8	
	C. ISO 9001:2015 certification related activities								
	C. 1 Documentation of core processes and other ISO related documents	Documentation of core processes and other documents finalized (Risk register, Quality Objectives and Plans, etc.) with satisfactory feedback							
		Quality Policy Statement,Vision and Core values finalized within schedule, with no lapse in grammar							
		Operations Manual draft prepared with satisfactory feedback							
	C.2 Training of Teams	Training of ISO core teams and process owners conducted within schedule with no adverse feedback		x		ISO Strategic Planning Workshop conducted; substantial inputs provided	1	Feb. 8-9	
					x	ISO orientation conducted; substantial inputs provided	1	Mar. 21-23	
	C.3 Benchmarking activity with an ISO certified office	Benchmarking activity with an ISO certified office conducted							
	D. Attendance to Administrative/Financial Officers (AO/FO) workshop/conference								
	E. Attendance to internal development activities								
	E.1 Attendance to Internal GAD Activities	Internal GAD Activities facilitated/conducted			x	Activities for the women's Month facilitated/conducted/attended:			
					x	1. National Women's Month Kick-off Activity;	1	Mar. 1	
					x	2. Women's Month Summit; and	1	Mar. 8	
					x	3. Film showing.	1	Mar. 9	
		Completion of the Child-Minding and Lactation Room facilitated	x	x	x	Procurement of necessary materials/supplies for the CMLR facilitated		Jan. - Mar.	
6. SUPPORT FUNCTION									

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	A. Strengthening Internal Coordination and Management								
	1. Implementation of SPMS	SPMS implemented and monitored							
		100% of CY 2017 OPCR, DPCRs, IPCRs prepared and submitted to NCO			x	CY 2017 OCPR with rating prepared and submitted to NCO	1	Mar. 9	
		Coaching and mentoring moments; Division meetings conducted	x	x	x	Coaching and mentoring moments; Division meetings conducted		Jan. - Mar.	
		One-on-one coaching before and after every output produced/ accomplished	x	x	x	One-on-one coaching before and after every output produced/ accomplished		Jan. - Mar.	
		Individual's daily log of activities (database) maintained and updated	x	x	x	Individual's daily log of activities (database) maintained and updated		Jan. - Mar.	
	2. Internal Committees/Bodies								
	• Conduct of General Staff Meeting	General Staff Meeting conducted; guidance/inputs provided	x	x	x	General Staff meetings attended; substantial inputs provided	3	Jan. 9, Feb. 2 & Mar. 27	
	• Conduct of ManCom meeting	ManCom Meeting conducted; guidance/inputs provided	x	x	x	ManCom meetings attended; substantial inputs provided	4	Jan. 10, 31, Feb. 2, Feb. 12	
	• Conduct of PRAISE / NAIS meetings	Awards and Incentive Committee Meeting conducted; inputs provided				Awards and Incentive Committee Meeting conducted; substantial inputs provided	1	Feb. 22	
	• Conduct of BAC meetings	Bids and Awards Committee Meeting conducted; inputs provided	x	x		Bids and Awards Committee Meeting conducted; substantial inputs provided	2	Jan. 8 & Feb. 12	
	• Conduct of HRMPSB meetings	Personnel Selection Board Meeting conducted; inputs provided	x	x	x	Personnel Selection Board Meeting conducted; substantial inputs provided	4	Jan. 15, Feb. 22 & Mar. 15	
					x	Crafting of Job Simulation Tool/HRMPSB Meeting attended; Job Simulation and Deliberation conducted; substantial inputs provided	2	Feb. 20; Mar. 26	
	• Conduct of Communication and Advocacy Team meeting	Communication and Advocacy Team Meeting conducted; inputs provided	x			Communication and Advocacy Team Meeting conducted; substantial inputs provided	1	Jan. 18	
	• Conduct of Information System and Technology Committee meeting	Information System and Technology Committee Meeting conducted		X		1st Quarter ISTC meeting conducted/participated; substantial inputs provided	1	Feb. 2	

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	• Conduct of Disposal Committee meetings	Disposal Committee Meeting conducted	x		x	Disposal Committee Meeting conducted; substantial inputs provided	2	Jan. 19 & Mar. 14	
	• Conduct of Internal Scholarship Committee meeting	Internal Scholarship Committee meeting conducted	x	x		Internal Scholarship Committee Meeting conducted; substantial inputs provided	2	Jan. 9 & Feb. 2	
	B. Assessment and Planning activity	1 Mid-year Assessment and Gender Responsive Planning							
		1 Internal Planning and Year-end Assessment and Gender Responsive Planning conducted	x			Year-end Assessment and internal Planning participated; substantial inputs provided	1	Jan. 29-30	not scheduled for the quarter
	7. Other Administrative Support Services								
	A. Human Resources Management Services	Provision of human resource management services	x	x	x	100% of human resource management services provided		Jan. - Mar.	
	1. Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PrIME HRM)	Activities leading to accreditation of PrIME HRM Level 2 Maturity conducted							no activity conducted for the quarter
	2. Citizen's Charter	Updating of Citizen's Charter							ideally done every 3 years; last updating was in 2016
	3. Public Assistance/Complaints Desk (PACD)	Provision of Public Assistance/Complaints Desk (PACD) services	x	x	x	Public Assistance and Complaint Desk services provided		Jan. - Mar.	
	4. Integrated Personnel Management System (IPMS) Maintenance	100% of IPMS maintained with complete and accurate content/information				100% of IPMS maintained with complete and accurate content/information		Jan. - Mar.	
		-e-DTR	x	x	x	E-DTR System back-up maintained		Jan. - Mar.	
		-e-Payroll	x	x	x	E-Payroll System back-up maintained		Jan. - Mar.	
		-e-NPIS	x	x	x	E-NPIS System back-up maintained		Jan. - Mar.	
	B. Updating of online Government Management Information System (GMIS) of DBM								

Major Final Outputs (MFOs)	EXPECTED OUTPUT		DATE			ACCOMPLISHMENT	QUANTITY	DATE(s)	REMARKS
			J	F	M				
	- Provision of Budgeting and Accounting Services	100% of Budgeting and Accounting Services provided	x	x	x	100% of Budgeting and Accounting Services provided		Jan. - Mar.	
		Annual Financial Statement Reports with Notes to FS prepared and submitted	x			Annual Financial Statement Reports with Notes to FS prepared and submitted	1	Jan. 30	
		Financial Accountability Reports prepared and submitted	x			Financial Accountability Reports prepared and submitted	1	Jan. 09	
		Financial Accountability Reports posted online	x			Financial Accountability Reports posted online	1	Jan. 17	
		Project Status Report prepared and submitted	x			Project Status Report prepared and submitted	1	Jan. 03	
		Budget Proposal FY 2019 prepared and submitted		x		Budget Proposal FY 2019 prepared and submitted	1	Feb. 06	
		NEDA Caraga Proposed Budget FY 2019 prepared, submitted and presented during the NEDA Internal Budget Hearing			x	NEDA Caraga Proposed Budget FY 2019 prepared, submitted and presented during the NEDA Internal Budget Hearing	1	Mar. 6	
	C. Provision of Physical Resources Management Services								
	- Property and Supply Management Services	100% of Property and Supply Management Services provided	x	x	x	100% of Property and Supply Management Services provided		Jan. - Mar.	
	- General Services	100% of General Services provided	x	x	x	100% of General Services provided		Jan. - Mar.	
	Others								
	Preparation and Submission of Work Programs, Accomplishment Reports, Physical Performance Reports and other required reports								
	1. Submission of Accomplishment Reports	Q4 2017 Accomplishment Reports/Physical Reports of Operations submitted	x			2017 Q4 Physical Report of Operations submitted	1	Jan. 18	

Approved by:



MYLAH FAYE AURORA B. CARIÑO
Regional Director