



Republic of the Philippines
DEPARTMENT of AGRARIAN REFORM

20 June 1995

MEMORANDUM CIRCULAR NO. *14*

TO : All Regional Directors
FROM : The Secretary
SUBJECT : Operationalizing/Strengthening the Operations of the PARCCOM Nationwide

This is to inform all the Regional Directors that a series of workshops shall be undertaken on the operationalization and strengthening of the Provincial Agrarian Reform Coordinating Committee (PARCCOM) which will be held in the different regions and provinces nationwide. This is a follow-up to the two-day Orientation-Workshop for the PARCCOM Chairpersons held on 13-14 June 1995 at the DAR Central Office.

The major goal of the workshop is to strengthen and transform the PARCCOM into a more effective collaborative entity and develop its linkage relationships with appropriate bodies or structures at the provincial levels to pursue the province-by-province implementation of the CARP.

I. WORKSHOP ACTIVITIES

The series of workshops shall be undertaken in five (5) modules, the features of which are briefly described below:

A. Module I: Orientation and Practicum on the Role and Expanded Functions of the PARCCOM

The thrust of the Module is to prepare the participants, who will serve later as in-group trainers, to conduct echo-workshop for their respective PARCCOM members. The participants for each PARCCOM shall be composed of the PARCCOM Chairperson, PARO, CARPO for either Support Services of Planning, and a Private Sector Representative to the PARCCOM from the organized sector.

The 76 PARCCOMs shall be grouped into six (6) clusters, with two (2) clusters will be trained per month. The regional groupings and schedule are as follows:

REGIONAL CLUSTERS	SCHEDULE
Cluster A - Regions I, II and CAR	Oct. 4-6, 1995
Cluster B - Regions III and IV	October 18-20, 1995
Cluster C - Regions V and VIII	August. 2-4, 1995

Cluster D - Regions VI and VII	August 16-18, 1995
Cluster E - Regions IX and X	Sept. 6-8, 1995
Cluster F - Regions XI and XII	Sept. 20-22, 1995

B. Module II: Echo-Workshop and Field Application

The Module will lay the foundation for the proper installation of the system. It will be conducted by the in-group trainers for all the PARCCOM membership, province-by-province, within the month following Module I.

C. Module III: PARCCOM's Coordinative Role in Integrated CARP Implementation

This Module will realize the full-system installation built around the role and functions of the PARCCOM. It will prepare the participants for program analysis, policy formulation and come up with an integrated annual work program.

D. Module IV: Full Application of the PARCCOM's Functions

This Module will see the PARCCOM in action, i.e., it exercises full range of function, establishes linkage relationships, doin gprescribed documentation and outputs according to schedule.

E. Module V: Area Seminar (Culmination Activity)

This Module will discuss and process PARCCOM outputs as regards the assesment of the CARP on their respective provinces, annual work plan and recommendations on CARP acceleration and PARCCOM.

The schedule of Modules II-V are shown in the attached workshop documents, with the specific dates to be announced later.

II. RESPONSIBILITIES OF THE REGIONAL OFFICE

The DAR Regional Office shall be responsible, among others, to the following:

- A. Coordinate with the Provincial Agrarian Reform Office (PARO) in the distribution/dessimation of the workshop documents and in establishing the linkages with the concerned entities at the provincial level.
- B. Provide administrative support in scouting for seminar venues, reproduction of workshop materials, arrangement for transportation, and related activities, if the

workshops are to be held at the regional level.

- C. Provide technical support by designating its staff as facilitators in the conduct of the workshop/seminar.
- D. Act as a liaison between the PARCCOM/PARO and the PARC Secretariat during the course of the workshops/seminar.

III. RESPONSIBILITIES OF THE PARO

- A. Coordinate with the PARCCOM Chairpersons and members as regards the conduct of the workshop.
- B. Coordinate with the RARO on the technical and administrative arrangements for the conduct of the seminar.
- C. Constitute and/or organize the PARCCOM where it has not yet been organized and/or fully organized.

IV. RESPONSIBILITIES OF THE PARC SECRETARIAT

- A. Form a Team of Consultants which will provide overall direction in the conduct of the workshop.
- B. Coordinate with the RARO and PARO on matters relating to the conduct of the workshop.
- C. Call upon resource speakers, as necessary, from the other units of the DAR Central Office (DARCO).

V. FINANCIAL REQUIREMENTS

- A. The financial requirements for this activity shall be charged against the Agrarian Reform Fund (FUND 158) of each PARO.
- B. The RAROs, however, are encouraged to help defray the expenses with the PARO from their ARF budget.

All concerned RAROs and PAROs are hereby enjoined to cooperate and fully support this activity.

Please be guided accordingly.


ERNESTO D. GARILAO
Secretary