



REPUBLIKA NG PILIPINAS  
MINISTRI NG REPORMANG PANSAKAHAN  
(MINISTRY OF AGRARIAN REFORM)  
TANGGAPAN NG MINISTER  
DILIMAN, LUNGROD NG QUEZON

In Reply, Please Address:

THE MINISTER  
Ministry of Agrarian Reform  
P. O. Box No. 3991  
Manila

MAR MEMORANDUM CIRCULAR NO. 1  
Series of 1983

TO : All MAR Regional Directors  
District Officers  
Team Leaders & Fieldmen  
All Concerned

SUBJECT : Implementation of the Integrated Rural Financing (IRF) Program in Selected Areas by the Management Teams (AMT) Composed of Different Government Agencies

In support of the Integrated Area Management System for Agricultural Services as provided under Executive Order 803 the Integrated Rural Financing is being adopted as the credit support scheme for participants under the program. It provides the farmer with a year-round credit line to support his total annual farm-system oriented agricultural plan which may cover, in addition to production requirements, infrastructure needs, marketing and emergencies.

The Integrated Rural Financing scheme is being implemented in areas where there are banks which are qualified and willing to participate under the lending program. In IRF areas which are not EO 803 project sites, an Area Management Team composed of representatives of agencies involved in the delivery of agriculture services shall be formed.

The duties and responsibilities of the Area Management Team are as follows:

- a. To oversee the day-to-day implementation, supervision, coordination and monitoring of the IRF program in areas adherent to each member institution;
- b. To participate in preparing area plans, setting project goals and targets, estimating funding requirements and packaging suitable projects;

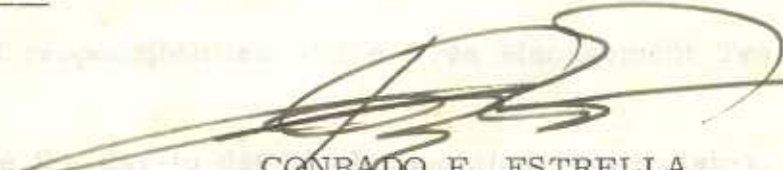
"Hindi na matatalikuran pa ang pagbabagong-ayos ng pananakahan. Higit kong pangarap na makita ang ating mga magsasaka na pag-aari ang lupang kanilang binubungkal." Pangulong MARCOS

- c. To regularly visit the IRF project site (at least once a week) and inspect the progress of projects undertaken by IRF beneficiaries;
- d. To ensure that support services and required facilities are available and mobilized at the right time;
- e. To ensure that community and project goals and targets are achieved within the planned timetable;
- f. To establish and maintain institutional linkages with private entities such as farmers' groups, private traders, business groups, etc;
- g. To suggest changes and adjustments in policies and guidelines of the IRF program;
- h. To conduct regular meetings to ensure coordination, review status of the program, and discuss implementation operations;
- i. To prepare regular reports on progress of IRF implementation to the IRFTC.

As one of those involved agencies, we must cooperate for the effective implementation of the program. In this regard you are authorize to delegate any of our field personnel assigned to an IRF area to serve as member of the Area Management Team paying particular attention to the development of agrarian reform beneficiaries as a group and on matters pertaining to the security of tenure and land tenure improvement related activities in land transfer/leasehold areas, landed estates, resettlements and other tenanted agriculture lands.

Diliman, Quezon City.

~~December 30~~ <sup>JANUARY 1984</sup>, 1983.

  
CONRADO F. ESTRELLA  
Minister

- Encl.: 1. 1983 List of IRF Project Areas  
2. Terms of Reference, IRF A.M.T.



TERMS OF REFERENCE  
IRF AREA MANAGEMENT TEAMS

1. In accordance with the provisions of the Integrated Rural Financing (IRF) program which was approved by the Monetary Board per MB Resolution No. 146 dated January 21, 1983, actual implementation of the IRF Program in selected areas shall be facilitated and supervised by area management teams composed of existing field implementation agencies. A lead agency shall be selected from among the member agencies on the basis of: a) extent of involvement in the IRF area; and b) existence of on-going agricultural development programs in the area. However, the assistant lead agency in all areas shall be the Central Bank represented by its Agricultural Credit Supervisor. In case of Executive Order 803 areas, the lead agency shall be MA/NFAC.

2. Composition of the area management teams shall vary from site to site depending on the presence, activities and involvement of agencies in the IRF areas, but in every case including representatives of local farmer groups and financial institutions working closely with the IRF program.

3. A typical area management team may be composed of the following:

Ministry of Agriculture (MA)/National Food and  
Agriculture Council (NFAC)

Ministry of Agrarian Reform (MAR)

Ministry of Local Government (MLG)

National Food Authority (NFA)

National Irrigation Administration (NIA)



Farm Systems Development Corporation (FSDC)

Central Bank-Agricultural Credit Supervisor

IRF Bank

Farmers Organization

4. In IRF areas which are also Executive Order 803 areas, the implementing mechanism for both programs shall be one and the same.

5. Local representatives of other ministries (Ministry of Natural Resources, Ministry of Public Works and Highways, etc.), government corporations/agencies (Philippine Cotton Corporation, Philippine Coconut Authority, Philippine Virginia Tobacco Administration, etc) and the local government may be invited to the area management team meetings on a consultative basis as the need arises.

6. The duties and responsibilities of the area management team are as follows:

- a. To oversee the day-to-day implementation, supervision, coordination and monitoring of the IRF program in areas adherent to each member institution;
- b. To participate in preparing area plans, setting project goals and targets, estimating funding requirements and packaging suitable projects;
- c. To regularly visit the IRF Project site(s) (at least once a week) and inspect the progress of projects undertaken by IRF beneficiaries;
- d. To ensure that support services and required facilities are available and mobilized at the right time;
- e. To ensure that community and project goals and targets are achieved within the planned timetable;



- f. To establish and maintain institutional linkages with private entities such as farmers' groups, private traders, business groups, etc.;
- g. To suggest changes and adjustments in policies and guidelines of the IRF program;
- h. To conduct regular meetings to ensure coordination, review status of the program, and discuss implementation operations;
- i. To prepare regular reports on progress of IRF implementation to the IRFTC; and
- j. To perform other functions as may be deemed necessary.

7. Specific agency<sup>1/</sup> responsibilities are as follows:

- a. MA/NFAC
  - Identify, establish, and ensure the adoption of suitable farming systems in the IRF sites.
  - Provide technical manpower for the integrated delivery, particularly technology transfer, to farmer beneficiaries and preparation of their FHPB.
- b. MAR
  - Participate in the development of farmer groups in the IRF areas.
- c. MLG
  - Participate in information dissemination and institution building in IRF areas.
  - Participate in drawing up guidelines on periodic planning and review of agricultural thrusts and priorities in IRF areas.
  - Assist lead agency in overall coordination, supervision and monitoring of field activities.
- d. NFA
  - Identify gaps and ensure provision of marketing and post harvest facilities, procure produce of farmer-borrowers at price support levels, establish suitable marketing and loan collection tie-ups.
- e. NIA/FSDC
  - Identify gaps and ensure provision of irrigation facilities, provide irrigation services, facilitate organization of groups for effective collection of irrigation fees and other IRF project activities in IRF areas.

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<sup>1/</sup> As cited in paragraph No. 3



- f. IRF Bank - Disburse loanable funds for identified bankable IRF projects in accordance with program guidelines/policies.
- g. Farmers Organization - Act as pre-screening committee for IRF borrowers.
  - Assist in training and information dissemination on IRF program.
  - Assist in loan collection activities, whereby farmers are encouraged to maintain good track records with the IRF bank.
  - Encourage members to participate actively in the organization's activities.
  - Develop and implement innovative and locally adaptive scheme of savings generation among members.
- h. Central Bank Agri-cultural Credit Supervisor - Act as the disbursing officer of the operational budget of the area management team.
  - Ensure the proper utilization of IRF funds to target clientele.
  - Evaluate and recommend appropriate action on the Bank Plan and Loan Budget and STD application.
  - Coordinate with MA/NFAC in determining the financial viability and feasibility of projects for farming under IRF.

8. The area management team shall meet regularly at least once a month with specific dates to be decided by the members. Special meetings may also be called within the month as the need arises.



NOTE:

MAR MEMORANDUM CIRCULAR NO 1-84 SERIES OF 1984 w/ENCLOSURES WERE  
MAILED TO THE FOLLOWING OFFICES :

1. Ministry of Agriculture, Diliman, Quezon city - Reg. spl. Delivery  
2-29-84
2. National Food and Agriculture Council c/o Ministry of Agriculture  
Diliman, Quezon City - Reg. Spl. Delivery - 2/29/84
3. Ministry of Local Government - City Hall, Quezon City -Reg. Spl. Del.  
2-29-84
4. National Food Authority- Matinyas Bldg., Quezon City-Reg. Spl. Del.  
2-29-84
5. National Irrigation Administration- EDSA, Quezon City-Reg. Spl. Del.  
2-29-84
6. Farm System Development Corporation- Rudgen Bldg. Pasig, Rizal  
Reg. Spl. Del. 2-29-84
7. Central Bank-Agricultural Credit Supervisor, EDECEldg. Central Bank,  
A. Mabini, Metro Manila- Reg. Spl. Del.-2-29-84
8. IRF BANK c/o Ministry of Agriculture, NFAC-Quezon City-Reg. spl. Del.  
2-29-84
9. Farmers Organizations/o ARBA - Rec'd Becky Pamunag-2-29-84

COPIES FOR THE REGIONAL DIRECTORS, REGIONAL OFFICE, WITH NOTE  
(PLEASE REPRODUCE COPIES FOR DISSEMINATION TO THE DISTRICT AND  
TEAM OFFICES) MAILED ON FEBRUARY 2, 1984.

Region I & III - Reg. Special Delivery w/ret. card

Region IV, - Rec'd by Mrs. Cris Cargas datedd \_\_\_\_\_

Regions II, V, VI, VII, VIII, IX, X, XI, XII - Reg. Airmail w/ret. card

*Elena Estera*

\_\_\_\_\_  
ELENA ESTERA

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Diliman, Quezon City.

January 30, 1984.

(SGD.) CONRADO F. ESTRELLA  
Minister

- Encl.: 1. 1983 List of IRF Project Areas  
2. Terms of Reference, IRF A.M.T.

A TRUE COPY:  
RECORDS UNIT  
/1/30/84  
/fbu

*The MARKO must copy furnished  
their respective MARKO & MARKAT*

*[Signature]*  
HERACLEO ROQUE  
BLTI- 2/27/84



Republika ng Pilipinas  
Pagatuturan ng Pagsasaka  
PAMBANSANG PANGASIWAAN NG PAGKAIN AT PAGSASAKA  
(National Food and Agriculture Council)  
Diliman, Lungsod ng Quezon  
Tel. 99-87-41

November 7, 1983

Hon. Conrado F. Estrella  
Ministry of Agrarian Reform  
Diliman, Quezon City

Dear Minister Estrella:

In pursuance of EO 803 we are implementing on a pilot basis, the Integrated Rural Financing (IRF) as the credit support structure for farmer-borrowers under the program. This lending scheme provides a year-round credit line to support his total farm system oriented agricultural plan for production requirements, infrastructure needs, marketing and emergencies.

In IRF pilot sites which are not yet identified as EO 803 project sites, Area Management Teams shall be formed to be composed of representatives of agencies involved in the delivery of agricultural services in the area.

In this regard we are soliciting your endorsement to authorize your field personnel assigned in an IRF pilot site to serve as member of the Management Action Teams.

You may utilize the accompanying memorandum circular for the purpose.

Thank you very much.

DOMINGO F. PANGANIBAN  
Chairman, IRF Technical Committee





November 7, 1983

Memorandum Circular No. \_\_\_\_\_

To: All Regional Heads, Provincial Heads and Field Personnel

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CONRADO F. ESTRELLA  
Minister  
Ministry of Agrarian Reform