



REPUBLIC OF THE PHILIPPINES
REGIONAL DEVELOPMENT COUNCIL
REGION IV-A (CALABARZON)

RDC RESOLUTION NO. IV-A-04- 2019

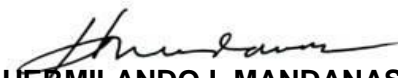
“APPROVING THE REVISED RDC PROJECT ENDORSEMENT GUIDELINES”

- WHEREAS,** programs and projects are needed to achieve the goals and objectives of the Calabarzon Regional Development Plan;
- WHEREAS,** the RDC is mandated by Executive Order No. 325 (series of 1996) to review and endorse national plans, programs and projects proposed for implementation in the region;
- WHEREAS,** the RDC through Resolution No. IV-A-07-2015 approved the RDC IV-A Guidelines on Project Endorsement Process which include details on eligible project proponent, documentary requirements, evaluation timelines, and presentation to the RDC Sectoral Committee and Full Council;
- WHEREAS,** there is a need to revise the 2015 Guidelines to include and specify the period of RDC review and endorsements, and to comply with the Republic Act 11032 or the Ease of Doing Business Act;
- WHEREAS,** the Sectoral Committees endorsed to the RDC the revised RDC Project Endorsement Guidelines (attached) for approval;
- NOW THEREFORE,** on motion duly seconded, **BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** to approve the revised RDC Project Endorsement Guidelines.
- SIGNED,** this 14th day of March 2019 at NEDA Region IV-A, Barangay Milagrosa, Calamba City, Laguna.

Certified Correct:


GINA T. GACUSAN
RDC Secretary

Approved by:


HERMILANDO I. MANDANAS
RDC Chairperson



REPUBLIC OF THE PHILIPPINES

REGIONAL DEVELOPMENT COUNCIL

REGION IV-A (CALABARZON)

MEMORANDUM

FOR : **ALL RDC MEMBERS**

SUBJECT : **RDC Project Endorsement Guidelines**

DATE : March 14 , 2019

1. Background and Rationale

- 1.1. The Regional Development Council (RDC), by virtue of Executive Order No. 325 (series of 1996), is mandated to:
 - Section 4.f. Review and endorse national plans, programs and projects proposed for implementation in the regions; and
 - Section 4.g. As required by the Investment Coordination Council (ICC), review and endorse projects of national government agencies that have impact on the region and projects of local government units (LGUs) in the region requiring national government financial exposure which may come in the form of guarantees, national government budget appropriations or subsidies, among others.
- 1.2. The ICC Memorandum dated June 8, 2016 states that RDC Endorsements will be required for programs and projects (PPs) that will result in physical or socioeconomic displacement of affected persons/businesses/communities.
- 1.3. The RDC Endorsement ensures, through the process of evaluation, that nationally-funded PPs in the region have gone through the required consultation at the local level, have secured the support of local officials, and conform to the requirements of the RDC.
- 1.4. The ICC Memorandum dated September 30, 2016, on the ICC policy on the integration of the Harmonized Gender and Development Guidelines (HGDG) in the ICC process, requires proponent agencies to accomplish and submit the Gender-Responsive Checklist¹ for evaluation of the Secretariat to ensure gender-responsiveness of the proposed project.
- 1.5. Republic Act No. 11032 or the Act Promoting Ease of Doing Business and Efficient Delivery of Government Services mandates government agencies to comply with the prescribed processing time as three working days for simple transactions, seven working days for complex transactions and 20 working days for highly technical applications.

2. Submission of Proposals

- 2.1. Projects eligible for RDC endorsement are those that are regional in scope and will result to an overall development impact in the region, specifically projects that can be classified under the following:
 - 2.1.1. benefit at least two provinces in the region;

¹ Gender-Responsive Checklist can be accessed at http://w3.neda.gov.ph/hgdg/left_nav.html.

- 2.1.2. costing PHP2.5 billion and above;
 - 2.1.3. Official Development Assistance projects requiring National Government borrowing or guarantee;
 - 2.1.4. covered by The BOT Law amounting to:
 - i. PHP300 million and above for National Projects;
 - ii. PHP200 million and above for Local Projects; and
 - 2.1.5. Joint Venture with government contribution amounting to PHP150 million and above.
- 2.2. The project proponent requesting RDC endorsement shall initially submit to the RDC Secretariat the following documents:
- 2.2.1. letter from the proponent stating the following:
 - i. requested RDC action (i.e. endorsement, approval, confirmation)
 - ii. recipient of the RDC action
 - iii. expected action from the recipient entity (e.g. funding, implementation, etc.)
 - 2.2.2. comprehensive project profile/ detailed project proposal/ pre-feasibility study or feasibility study of a project depending on the requirement of the recipient entity; and
 - 2.2.3. endorsement of local development council or governing board.
- 2.3. RLA projects (e.g. irrigation system, roads, school buildings, among others) should be endorsed by the provincial development council. Proposals of GOCCs, GFIs and SUCs should be endorsed by their respective governing boards. Proposed projects of LGUs should be endorsed by the city/municipal development council and the provincial development council (PDC).

Refer to Annex A for the complete list of project documentary requirements per funding source.

3. RDC Secretariat's Evaluation

- 3.1. The RDC Secretariat will inform the proponent within three working days upon receipt of the project documents of its preliminary evaluation.
- 3.2. The RDC Secretariat will prepare a Project Evaluation Report (PER) following the ICC Project Evaluation Report Format and may request for additional documents and conduct consultative meetings with the project proponent to discuss details and clarify issues.
- 3.3. The revised proposal must be received by the RDC Secretariat at least 20 working days before the concerned RDC Sectoral Committee (SecCom) meeting to allow time for evaluation. Otherwise it will be calendared in the succeeding meeting of the concerned SecCom.
- 3.4. The RDC secretariat will provide the proponent a copy of the signed PER to allow the proponent to prepare and respond to the issues and concerns raised in the PER.
- 3.5. The secretariat of the concerned SecCom will include the proposed project in the agenda of the SecCom meeting and invite the proponent to present the proposed project during the SecCom.

4. Presentation to the RDC Sectoral Committee Meeting

- 4.1. The proponent will present the project during the SecCom meeting.
- 4.2. The RDC Secretariat will present the result of the evaluation and provide recommendations to the SecCom.
- 4.3. The SecCom members will give their comments, suggestions and recommendations to the proponent. The proponent will comply with the SecCom recommendations and/or additional requirements.
- 4.4. A project with incomplete requisite documents per Annex A may be conditionally endorsed by the SecCom but will not be included in the agenda of the RDC meeting in the same quarter unless complete documents are submitted to the RDC Secretariat.
- 4.5. Proposed projects that fail to comply with the conditions of the SecCom seven working days before the RDC Full Council meeting within the same quarter will be returned to the proponent and shall repeat the same endorsement process starting at the Sectoral Committee.

5. Presentation to the RDC Full Council

- 5.1. The SecCom Chairperson will present the project during the RDC Full Council meeting. The RDC members may still give their comments and recommendations to the proponent.
- 5.2. After the RDC Full Council meeting, the proponent will immediately comply with the RDC recommendations and/or additional requirements. Proposed projects that fail to comply with the RDC recommendations or additional requirements three working days after the RDC Full Council meeting will be reverted to the concerned SecCom for review and endorsement again to the RDC.

Refer to Annex B for the process flow.

6. Upon compliance with the RDC recommendations, the Secretariat will transmit a copy of the RDC resolution to the recipient entity, copy furnished the project proponent.
7. The validity of RDC endorsement of a project is within three years. Proponent of the project that was not implemented within the validity period shall secure endorsement of the current RDC starting from the concerned Sectoral Committee.

Approved by the RDC on March 14, 2019.


HERMILANDO I. MANDANAS
RDC Chairperson

LIST OF REQUISITE PROJECT DOCUMENTS

I. PROJECTS REQUIRING ICC APPROVAL¹

- 1) Project Proposal/Pre-Feasibility Study/Feasibility Study (based on data not older than three (3) years)
- 2) ICC Project Evaluation Matrix
- 3) ICC Project Evaluation Forms 1 to 8
- 4) Electronic Copies of the Economic and Financial Analyses in traceable formula format
- 5) Endorsements from other concerned agencies, including respective mother agency/department-level endorsement for proposals of bureaus or attached agencies
- 6) Environmental Impact Statement/Environmental Certificate/Certificate of Non-Coverage
- 7) Right of Way acquisition and Resettlement Action Plan with budget cover
- 8) DBM certification of budget cover availability for the project
- 9) DOF-CAG review for GOCC/GFI projects
- 10) NCC review for relending programs
- 11) Information on job creation/employment impact of the project
- 12) Location map (with electronic copy)

II. PPP PROJECTS REQUIRING ICC APPROVAL²

- 1) Project Proposal/Pre-Feasibility Study/Feasibility Study (based on data not older than three (3) years)
- 2) ICC PPP Project Evaluation Forms 1 to 9
- 3) Electronic Copies of the Economic and Financial Analyses in traceable formula format
- 4) Endorsement by Head of oversight agency/department
- 5) Environmental Impact Statement/Environmental Certificate/Certificate of Non-Coverage
- 6) DOF-CAG review for GOCC/GFI projects
- 7) Location map (with electronic copy)
- 8) Right of Way acquisition and Resettlement Action Plan
- 9) ICC Project Evaluation Matrix

¹ To include: (a) Programs/projects of National Government Agencies, Government-Owned and Controlled Corporations, and Government Financial Institutions costing PHP2.5 billion and above; (b) Projects which will require National Government borrowing or guarantee covered by Republic Act No. 4860, as amended, otherwise known as the Official Development Assistance Act; and (c) Projects obtaining Monetary Board and other authorization, as required by law, to negotiate foreign loans and approved foreign borrowing.

² Projects covered by Republic Act 6957 as amended by Republic Act 7718 (The BOT Law) and its IRR (Section 2.6) amounting to: (a) PHP300 million and above for National Projects; and (b) PHP200 million and above for Local Projects.

- 10) Project context in the Department's overall strategy/program
- 11) Information on job creation/employment impact of the project
- 12) DBM certification of budget cover availability for the project

III. JOINT VENTURE PROJECTS³

- 1) Project Proposal/Pre-Feasibility Study/Feasibility Study (based on data not older than three (3) years)
- 2) Draft JV Agreement
- 3) ICC JV Project Evaluation Forms 1 to 4
- 4) Electronic Copies of the Economic and Financial Analyses in traceable formula format
- 5) Endorsement of the JV proposal by the Head of the Government Entity concerned
- 6) Environmental Impact Statement/Environmental Certificate/Certificate of Non-Coverage
- 7) DOF-CAG review for GOCC/GFI projects
- 8) Location map (with electronic copy)
- 9) Right of Way acquisition and Resettlement Action Plan with budget cover
- 10) DBM certification of budget cover availability (as applicable)
- 11) Gender-Responsive Checklist (sector-specific and can be accessed at http://w3.neda.gov.ph/hgdg/left_nav.html)

IV. OTHER PROJECTS

- 1) Project Proposal/Pre-Feasibility Study/Feasibility Study (based on data not older than three (3) years)
- 2) Endorsements from other concerned LGUs (i.e. City/Municipal Development Council, Provincial Development Council)
- 3) Location map (with electronic copy)
- 4) Logical Framework
- 5) Electronic Copies of the Economic and Financial Analyses in traceable formula format (as applicable)
- 6) Environmental Impact Statement/Environmental Certificate/Certificate of Non-Coverage (as applicable)
- 7) Right of Way acquisition and Resettlement Action Plan (as applicable)
- 8) Gender-Responsive Checklist (sector-specific and can be accessed at http://w3.neda.gov.ph/hgdg/left_nav.html)

³ Joint Venture proposals with government contribution amounting to PHP150 million and above, pursuant to Section 7.2.b. of the Revised Guidelines and Procedures for Entering into Joint Venture Agreements between Government and Private Entities.

RDC PROJECT ENDORSEMENT PROCESS

