

**Center for Governance**  
**2017 PROJECT ACCOMPLISHMENT REPORT**

**I. Project Information**

Project Code: CLPVL  
Project Title: Course on Effective Local Legislation – Public Offering  
Project Start: July 03, 2017  
Project End: August 15, 2017  
Project Price: PHP 540,000  
Client Organization: Various Local Government Units

**II. Project Team**

Project Manager: RECTO M. MANTIZA, JR.  
Team Members: ASHLEY MAY ALISON M. MONSANTO  
CLESA V. CORONA  
Supervising Fellow: IMELDA C. CALUEN  
Consultants/ Resource Persons: MR. CARLOS BERNARDO O. ABAD SANTOS  
MR. RONALD R. BARCENA  
MS. ROWENA T. ZAPANTA  
MR. RAPHAEL N. MONTES, JR.

**III. Project Details**

Project Description: The Course on Effective Local Legislation is a three (3) day live-out training that will equip local legislators and their staff with the essential knowledge and skills to develop and promulgate relevant ordinances and resolutions in order to propel the development in their respective localities.

Project Objectives: At the end of the training, the participants will be:

1. Enabled to effectively and efficiently discharge their functions as legislators;
2. Updated with the current and emerging development issues and trends; and
3. Equipped with the necessary tools and techniques for effective and efficient local legislation.

Focus Area: --  
Project Type: Training  
Project Beneficiary: Local Government Units  
Regional Coverage: Nationwide

**IV. Project Accomplishments**

Key Activities Implemented:

- Finalization of the Training Design
- Development of Training promotional materials
- Marketing of the Training to LGUs
- Invitation and Confirmation of Training participants
- Identification of Resource Persons/Technical Experts
- Development of Presentation Materials

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- Conduct of Meetings with the Training team and Resource Persons
- Preparation of Supplies, Materials, and other Logistical Requirements
- Conduct of the Training
- Development of Project Accomplishment Report

**Major Outputs:**

**1. Training Design**

The training design was comprised of six (6) sessions and one (1) workshop. Due to unavailability of the previously invited resource person who earlier confirmed to discuss and conduct the session on PARLIAMENTARY LAW and MOCK SESSION respectively on August 2 (as she was not feeling well since August 1), the training team identified MR. RONALD R. BARCENA to render the abovementioned sessions. Said incident caused the exchange of sessions and activity (except the Special Topic on the Overview of Federalism in the Philippines) between the second and third days of the training.

In the second day, a visitor who is a Young Southeast Asian Leaders Initiative (YSAELI) fellow and a City Manager of the City of Ontario, Oregon, namely, Adam J. Brown, shared their best practices on public administration.

The highlights of the aforementioned sessions and workshop are discussed in the succeeding portion of this report.

The course was designed in a manner that every session will complement each other and that they eventually serve as inputs for the workshop.

The sessions and workshop were designed to fit the three-day Training, as detailed below:

DAY 1 (Tuesday)	<ul style="list-style-type: none"><li>• Development Perspectives</li><li>• Good Governance as Context to Effective Local Legislation</li><li>• Linkage of Planning and Legislation</li></ul>
DAY 2 (Wednesday)	<ul style="list-style-type: none"><li>• Sharing of Best Practices of the City of Ontario by Adam J. Brown (City Manager)</li><li>• Understanding the Local Legislative Powers and Procedures</li><li>• Overview of Decentralization and Federalism in the Philippines</li></ul>
DAY 3 (Thursday)	<ul style="list-style-type: none"><li>• Parliamentary Law</li><li>• Mock Session</li></ul>

**2. Conduct of Training**

The Course on Effective Local Legislation was conducted on August 1-3, 2017 at the L.S. Virata Hall, 2<sup>nd</sup> Floor, DAP Building, Pasig City. There were 60 participants comprised of one provincial board member, two mayors, six vice-mayors, 45 city and municipal councilors, two Sangguniang Bayan Secretaries, and four Legislative staff representing LGUs of the Province of Aklan, Alaminos City, San Fernando City, Tuguegarao City, Municipalities of Agno, Alcala, Bani, Binmaley, Burgos, Dasol, Infanta, Lingayen, Pozorrubio, and Villasis, Pangasinan.

Below are the highlights of each session and workshop:

**Session 1: Development Perspectives**

Mr. Carlos Bernardo O. Abad Santos discussed the highlights of "Ambisyon Natin 2040". He presented the broad national development perspectives emphasizing the role of LGUs in localizing the said perspectives. He encouraged the participants to enact local policies to bolster and in the long run sustain the implementation of the said development goals.



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*Session 2: Good Governance as Context to Effective Local Legislation*

Mr. Ronald R. Barcena discussed the principles of Good Governance, especially on Public Participation, Accountability and Transparency. He pointed out that Good Governance and Local Legislation are interconnected and instrumental in responding to the critical needs of society. He emphasized the critical role of local legislators especially in crafting ordinances and resolutions. He as well cited pertinent laws and jurisprudences.

*Session 3: Linkage of Planning and Legislation*

Ms. Rowena T. Zapanta discussed the Local Budget Cycle, Local Development Planning, Investment Planning and Budgeting. She put emphasis on the crucial roles of the concerned Sanggunian and Local Development Councils in Local Fiscal Management.

*Session 4: Understanding the Local Legislative Powers and Procedures*  
*Session 6: Parliamentary Law*

Mr. Ronald R. Barcena discussed the Elements of Effective Local Legislation, Procedural Requirements during Council Session, Roles of Concerned Sanggunan Member during Council Session, Internal Rules of Procedures, Kinds of Sessions in the Sanggunian, Issuances, Parts of an Ordinance, Formats of Resolutions, Committee Report and Motions among others.

*Session 5: Overview of Decentralization and Federalism in the Philippines*

Mr. Raphael N. MÓntes, Jr. introduced to the participants the Concept of Federalism, Types of Federations, General Practices in Federalism and Considerations for Reform among others.

*Workshop: Mock Session*

The set-up in the venue was arranged in a manner that it resembles a local council session room. There were assigned Majority Floor Leader, Minority Floor Leader, Secretary and Legislative Staff, Council Members who will speak in the podium, and Councilor Barcena himself served as Presiding Officer. There were debates/interactions while they went through the process of a parliamentary proceeding.

**Project Impact:**

In the above-mentioned Mock Session, several of the participants especially those who were given the tasks demonstrated their learnings from the previous sessions. Also, several from the observers raised questions and views that manifest their appreciations and understandings of the topics that were discussed to them.

Generally, participants expressed their positive views as regards the conduct of this course in the course evaluation forms. One participant mentioned that he was able to know the practices of other LGUs on local legislation. Other participants stressed that their appreciations toward local legislation and proper decorum in session were enhanced.

They gave an average rating of 4.08 for the course evaluation (*see attachment 1*). The highest rating goes to Course Objectives and Course Expectations with 4.73 followed by Usefulness of Course and Lecture/Discussion with 4.33 and 4.24, respectively.

The participants also gave relatively high ratings for the resource persons with 4.59, 4.66, 4.50, 4.45, 4.80, and 4.75 for Mr. Abad Santos, Mr. Barcena, Ms. Zapanta, Mr. MÓntes, and Mr. Barcena respectively. They attributed their positive points to the expertise and experiences of the resource persons.



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**Lessons Learned:**

The following are the lessons learned from the preparation to the implementation of the Training:

1. Securing the endorsement of the Provincial Governors of the training is a good marketing strategy. Requesting for the endorsement of the different LGU Leagues such as the League of Provinces, League of Municipalities, among others is also a good way to reach the target participants.
2. The training team should require the interested participants to comply and submit their enrollment forms on or before the date provided in the letter of invitation (LoI). This is so to assess the number of pax, secure the preparations of the attendance sheets, nametags, designation of their respective tables, and drafting of their certificates.
3. For public offering (PO) courses, especially those with wide range market like the Course on Effective Local Legislation, the L.S. Virata Hall or OD Corpuz I (if available) should be reserved as venue. If the number of confirmed participants continues to increase, the project team should consider having two batches to avoid risks in terms of venue availability.
4. The training team should check the preparation of the venue (i.e. set-up/arrangement) for the training at least two days before the event (if applicable).
5. The training team should re-check the confirmation of the invited resource persons (RPs) one or two days before their actual engagement, and the team should ensure that there will be back-up RPs just in case anyone opts to withdraw his/her participation in the training activities.
6. It is best that the opening program be conducted in the afternoon of the first day as the entire morning is to be allocated for participants' arrival and registration.
7. The training team should prepare an activity or two in case the invited RP cannot arrive on time. Said activity/ies may fill-in the "gap" while waiting for RP's arrival.
8. The Project team should gently remind the participants that food servings are only for those who paid their registration fee.


**V. Attachments**

- Summary of Evaluation for Course and Resource Person (for training program)
- Copies of One-Point Lesson

**Prepared by:**

  
Recto M. Mantiza, Jr.  
Project Manager

**Noted / Approved by:**

  
Imelda C. Caluen  
Center Head

**Notes:**

1. Project details on Section I-III can be generated thru PMIS based on PMs Inputs.
2. Project Managers are required to accomplish Section IV & provide Section V to reflect results of project implementation
3. Project Managers can update/adjust the pre-filled sections(I-III) based on actual data