



CENTER FOR GOVERNANCE

(Center)

2019 PROJECT ACCOMPLISHMENT REPORT

I. Project Information

Project Code: CMRBH
Project Title: Technical Assistance on the Formulation of Office of Civil Defense (OCD)
Strategic Plan
Project Start: March 1, 2019
Project End: June 15, 2019
Project Price: PHP 1,182,116.00
Client Organization: Office of Civil Defense (OCD)

II. Project Team

Project Manager: Peter Dan B. Baon
Team Members: Leslie L. Ramos, Juan Miguel Gerard D. Planas V I I, Ma. Cecilia M. Sacopla
Supervising Fellow: Alvin P. Principe
Consultant/Resource Person: Alan S. Cajes, Imelda C. Caluen

III. Project Details

Project Description:

Republic Act No. 10121 or the "Philippine Disaster Risk Reduction and Management Act of 2010", mandates the Office of Civil Defense (OCD) of "administering a comprehensive national civil defense and disaster risk reduction and management program by providing leadership in the continuous development of strategic and systematic approaches as well as measures to reduce the vulnerabilities and risks to hazards and manage the consequences of disasters".

In 2011, the OCD underwent an organizational assessment conducted by the Philippines-Australia Human Resource and Organizational Development Facility (PAHRODF) and identified the absence of a strategic plan aligned with R.A. 10121 as the key strategic issue of the organization.

In view of this, the OCD requested the Development Academy of the Philippines (DAP) for assistance. In response, DAP proposed a technical assistance in the formulation of the strategic plan for OCD that aims to enhance its strategic management and planning process. This will help prepare OCD embark on a journey towards quality and performance excellence.

Project Objective: The strategic planning intervention helped the OCD define its strategic direction in the next three years (F.Y. 2020-2022).

Specifically, the DAP technical assistance allowed OCD to:

1. Scan its internal and external environment;
2. Surface performance issues along key organizational dimensions;
3. Re-visit its mission, vision and core values based on its mandate;
4. Define strategic objectives that will help achieve its vision and mission;

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5. Identify a set of performance measures and annual targets that will be used as basis for performance monitoring and evaluation; and,
6. Determine time-bound programs and/or projects that will pursue the achievement of strategic objectives.

Project Type: Technical Assistance/Consultancy

Project Beneficiary: Office of Civil Defense (OCD)

Regional Coverage: National

IV. Project Accomplishments

Key Activity Implemented:

- Workshop on Rapid Performance Review and SWOT Identification
- Training on Strategic Plan Formulation
- Series of Clean-up/Coaching Sessions
- Final Validation Presentation to OCD Top Management

Major Outputs:

- Workshop on Rapid Performance Review and SWOT Identification After Activity Report (ARR)
- Training on Strategic Plan Formulation After Activity Report (AAR)
- Coaching/Clean Up Sessions After Activity Report (AAR)
- Final Draft OCD 2020-2022 Strategic Plan

Project Impact/Benefits:

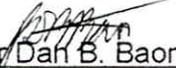
- The project allowed OCD to define its strategies with the current environmental situation and current thrusts and priorities of its leadership.
- The project paved way for a collective consciousness that corporate planning has to be participative and inclusive.
- Participants were capacitated on the use of different strategic planning tools.

Lessons Learned: see attached One-Point Lesson

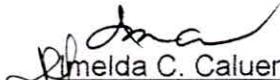
V. Attachments

- Certificate of Project Closure
- Certificates of Project Deliverable Accepted

Prepared by:


Peter Dan B. Baon
Project Manager

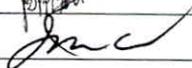
Noted / Approved by:


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

ONE-POINT LESSON

Project	Technical Assistance on the Formulation of Office of Civil Defense (OCD) Strategic Plan
Prepared by	Peter Dan B. Baon 
Noted by	Imelda C. Caluen 
Center	Center for Governance
Date	September 9, 2019
File number	

Subject/Activity: Project Negotiation and Contracting

What happened?	What should have been done?
<p>Contracting was prolonged because of the dysfunctional procurement process of the client resulting to delayed project implementation.</p> <ol style="list-style-type: none">1. DAP needed to submit twice the procurement documents because of the wrong forms forwarded by client.2. The contracting instrument, which was already signed by DAP and forwarded to them, was replaced using the proforma contract of the client despite initial agreement that the project will use the DAP proforma contract.	<p>It would be helpful if the procurement process of the client had been discussed during the exploratory meeting so that the project team might have an idea on possible problems that will be encountered.</p>

Instructions:

Fill-out all items briefly and accurately. Please refer to guidelines for further information.

Illustrations can be used.

Submit One-Point Lesson to osvpp@dap.edu.ph