



MEMORANDUM

FOR : All Regional Directors

ATT'N : All Provincial Environment and Natural Resources Officers
All Community Environment and Natural Resources Officers

FROM : The Director

SUBJECT : **FMB TECHNICAL BULLETIN NO. 11 SUPPLEMENTAL
GUIDE ON THE EVALUATION OF CERTIFICATE OF
STEWARDSHIP CONTRACTS (CSCs)**

DATE :

I. The Technical Bulletin

Technical Bulletin No. 11 is a supplemental guide to DENR Memorandum Circular No. 21, Series of 1993 and complemented by the Memorandum dated 28 November 2013 of the Undersecretary for Field Operations on the process of evaluating Certificate of Stewardship Contracts (CSCs). The purpose of the evaluation of CSC is to determine the extent of developments introduced by the holders and assess their compliance to the Stewardship Agreement (SA). The evaluation results will provide information and recommendations towards better management of forestlands and resources.

II. Users of the Technical Bulletin

The users of the technical bulletin are personnel of the Department of Environment and Natural Resources (DENR), forest communities, Local Government Units (LGUs) and other stakeholders.

III. Certificate of Stewardship Contracts (CSCs)

Certificate of Stewardship Contract (CSC) is an agreement entered into by and between the government and individuals/families actually occupying or tilling portions of the forestlands under the then Integrated Social Forestry Program (ISFP). It has a term of 25 years renewable for another 25 years. The management of CSC areas were devolved to the LGUs in 1992. However, in 1995, ISF and other people-oriented forestry projects were integrated under the Community-Based Forest Management (CBFM) strategy which prompted the conversion of some forestlands covered with CSCs into CBFM Agreements. Many CSC holders have reached or about to reach their first 25 years of implementation.

IV. Creation of Technical Working Group

The creation of Technical Working Group (TWG) shall be undertaken by all concerned prior to the conduct of evaluation of CSC Holders.

The TWG shall be composed of at least three members from the DENR (CENRO level), provincial and/or municipal/barangay LGU and PO or IP representative if the CSC areas are within CADC/CADT areas.

The TWG shall conduct the CSC evaluation, analyze results and prepare the final list with recommendations for either renewal, outright cancellation or re-evaluation of CSC after one year of implementing recommended remedial measures.

V. Perimeter Surveying, Mapping and Geotagging

A perimeter survey of the CSC area using GPS handheld receiver shall be conducted for more accurate delineation of boundaries. GPS readings shall be taken on every corner which shall be plotted and layout on a GIS map. An attribute table of each CSC area shall also be generated with the following information:

| CSC ATTRIBUTES | | | | |
|-----------------------|-------------------------|---------------------|--|--|
| Required Field | Field Properties | Field Length | Description | Sample Data |
| TENURE | Text | 15 | Kind of Tenure Instrument | CSC |
| CTRL_NO | Text | 25 | Agreement Number | CSC NO. 09-2009 |
| NAME | Text | 200 | Name of CSC Holder | Juan Dela Cruz |
| HOLD_ADD | Text | 255 | Address of CSC Holder | #40 Rizal Street, Pasuquin, Ilocos Norte |
| REGION | Text | 50 | Region (Roman Numeral) | III, IX, ARMM, CAR, NCR, IV-A, IV-B |
| DISTRICT | Text | 50 | Congressional District | Lone District, I, II, III |
| CENRO | Text | 100 | Name of CENR Office | Talavera |
| PENRO | Text | 100 | Name of PENR Office | Nueva Ecija |
| MUNI_CITY | Text | 100 | Name of Municipality | Bongabon |
| BARANGAY | Text | 100 | Name of Barangay | Digmala |
| SITIO | Text | 100 | Name of Sitio | San Nicolas |
| AREA_HA | Double | (10,4) | Area in Hectares | 1.09 |
| DATE_ISSD | Text | 30 | Date the Instrument was Issued | January 8, 2010 |
| DATE_EXPD | Text | 30 | Date the Instrument will Expire | January 8, 2035 |
| STATUS | Text | 20 | If cancelled, renewed, for re-evaluation | |
| REMARKS | Text | 255 | Other relevant information | |

A GIS generated map using the prescribed layout (Attachment No. 1) with its technical descriptions shall be attached to the CSC. A scale of 1:1000, 1:2000 and 1:5000 shall be used, depending on the size of the CSC area. Other information that should be found in the map includes:

- Location map (showing the adjacent municipalities where the CSC area is located)

- North arrow
- CSC number
- Name of CSC holder
- Control Number of CBFMA, whenever applicable
- Location (Barangay, Municipality, Province, Region)
- Total area (in hectares, up to two (2) decimal places)
- Absolute scale and scale bar
- Projection and datum
- Legend
- References and other important information/citations
- Certification

Every corner of the CSC area shall be indicated and labelled inside the polygon. The LC Map number shall be included to show that the CSC area is within forestland. It is also advisable to indicate in the map the Alienable and Disposable (A&D) Land, whenever applicable.

The corner numbers, bearings and distances (up to three (2) decimal places) shall be reflected in the technical description. The first corner/station must be linked to the nearest Ground Control Point (GCP) as indicated in the DENR Administrative Order No. 1994 – 22 or the Implementing Guidelines in the Adoption of the Philippine Reference System 1992 (PRS 92) for Land Surveys in the Philippines.

The team shall also take geotagged photos including panoramic shots within the perimeter of the CSC area.

VI. Evaluation

The tool to be used for the evaluation will be the one prescribed by the DENR MC No. 21, Series of 1993.

VII. Renewal, Cancellation and Determination of Appropriate Land Tenure Instrument

The CENRO has the authority to renew CSC with an area of 3 hectares and below while the PENRO renews CSC with an area of more than 3 hectares but not exceeding 5 hectares. The date of renewal shall reckon from the date of issuance totalling 50 years.

Those CSC holders whose performance were already evaluated prior to the issuance of the DENR Memorandum dated November 28, 2013 will not anymore be subjected to another performance evaluation procedure but results shall be reviewed by the TWG and shall follow further processes of either renewal, cancellation or re-evaluation as the case may be.

The CSC holders recommended with remedial measures shall be re-evaluated after a grace period of one (1) year. The re-evaluation shall be undertaken by the TWG within the year following the grace period. The result shall be the basis for reconsideration or termination of Stewardship Agreement.

The PENRO has the authority to cancel CSCs previously issued by the CENRO while the RED cancels the CSCs previously issued by the PENRO.

In the event that the finding of the CSC evaluation warrants outright cancellation for gross violations of the Agreement e.g. conversion to other land use, the subject CSC area will be reverted back to the government and an appropriate land tenure instrument shall be determined and recommended.

FOR REFERENCE AND GUIDANCE OF ALL CONCERNED.

RICARDO L. CALDERON, CESO III