



Republic of the Philippines  
**Department of Agriculture**  
**PHILIPPINE RURAL DEVELOPMENT PROJECT**  
**National Project Coordination Office**  
4<sup>th</sup> Floor, DA Building, Elliptical Road, Diliman  
Quezon City 1100, Philippines

## **TERMS OF REFERENCE (TOR)**

### **(PLANNING OFFICER)** NPCO I-PLAN Component

#### **BACKGROUND**

The Government of the Philippines (GOP) has received a loan from the International Bank for Reconstruction and Development (IBRD or the “Bank”), specifically under Loan Agreement for IBRD Loan No. 8421-PH dated September 8, 2014 in an amount equivalent to FIVE HUNDRED ONE MILLION TWO HUNDRED FIFTY THOUSAND UNITED STATES DOLLARS (US\$501,250,000) for the purpose of part-financing the Philippine Rural Development Project (PRDP), and another loan from the same Bank in the amount of ONE HUNDRED AND SEVENTY MILLION UNITED STATES DOLLARS (\$170,000,000), under Loan Agreement for IBRD Loan No. 8816-PH dated March 2, 2018, for the purpose of providing additional financing to scale up the original Project.

The development objective of the Project is to increase rural incomes and enhance farm and fishery productivity in targeted areas in all the 16 regions of the country. It is envisaged to promote more inclusive rural development by supporting smallholders and fisher-folk to increase their marketable surpluses, and by improving access to markets. The PRDP would also support reforms in the planning, resource programming and implementation practices of the DA. It will facilitate the integration and financing of priority local investments derived from the DA’s agricultural and fisheries modernization plans which have been developed using a value chain approach, and through a consultative process with local stakeholders. The Project will be implemented over a period of six years (2014 to 2020).

Specific investments and interventions are implemented under four (4) central components of the Project enumerated and briefly described as follows:

**Component 1: Local and National Levels Planning (I-PLAN).** This component supports the implementation and mainstreaming of the DA’s AFMP planning framework, thereby providing an operational platform for integrated technical support service delivery at the local and national levels. At the regional and local levels, regional AFMPs are being developed taking into account spatial and value chain analysis and using tools for vulnerability and suitability assessment, participatory resource analysis. The local AFMPs shall build on the success of local governments in the implementation of their own development plans.

**Component 2: Infrastructure Development (I-BUILD).** A network of strategic rural infrastructure is being established, linking priority value chains in targeted Project areas that are identified through the regional AFMPs. By the end of the Project, the component will be able to establish an improved access to strategic and climate-resilient rural infrastructure and facilities that primarily benefit target beneficiaries. These rural infrastructures include farm-to-market roads (FMRs), bridges, communal irrigation systems (CIS), potable water systems (PWS), production and post-production facilities and other infrastructure such as fish landings, fish sanctuary/Protected Area guardhouses, among others.

**Component 3: Enterprise Development (I-REAP).** This aims to strengthen and develop viable rural agro- industries through investments in the appropriate segments of efficient value chains of key agricultural and fishery products in targeted Project areas. Specifically, I-REAP is designed to: (i) increase productivity and marketability of agriculture and fishery products through increased access to information and support services; and (ii) increase farm and fishery household incomes through engagement in value-adding activities.

**Component 4: Project Implementation Support (I-SUPPORT).** Providing overall operational support to the implementation is the I-SUPPORT component that ensures efficient and effective delivery of the Project transactions in terms of financial management, procurement, monitoring & evaluation, geotagging, social and environmental safeguards and grievance redress mechanism. It leads in the introduction of innovations and reforms towards more effective and efficient administrative support system in Project implementation, mainly working through the existing DA bureaucracy. At the national level, the National Project Coordination Office (NPCO) is established at the DA Central Office to steer the overall implementation of the Project. Four (4) Project Support Offices (PSOs) have been established to support the implementation in the main islands of the country (2 in Luzon, 1 in Visayas and 1 in Mindanao). A Regional Project Coordination Office (RPCO) is formed and functioning in each Regional Office of the DA to focus on the implementation of the Project in the region.

## **SCOPE OF THE ASSIGNMENT**

The primary responsibility of the Planning Officer is in the review of new and updated VCAs for NOL and provide technical backstopping to planners in his/her cluster assignment, e.g. Luzon A, Luzon B, Visayas and Mindanao.

Reporting directly to the I-PLAN Component Head/Alternate Component Head, he/she will also provide technical backstopping in the review and endorsement value chain analysis for NOL. He/She will also work closely with the Planning Specialist to provide him/her assistance in any I-PLAN or PRDP related activities.

## **DUTIES AND RESPONSIBILITIES**

- Assist the Planning Specialist in the execution of his duties and responsibilities
- Assist and provide technical support in the implementation of I-PLAN activities such as; development/review/updating of VCAs, implementation of sub-component 1.2 activities and collaboration activities with other DA and non-DA agencies;
- Assist and provide technical backstopping to PRDP Clusters in the development/updating of VCAs/PCIPs, implementation of AFMP, and trainings and workshops related integration of PRDP key innovation to DA regular operations;
- Assist in the preparation of guidelines related to I-PLAN activities
- Serve as I-PLAN focal person on coordinating MIS-related activities with PSOs and RPCOs;
- Assist in the preparation/leg working of national I-PLAN Coordination meetings and any activities related to integration of PRDP key innovations to DA;
- Perform other duties and responsibilities maybe assigned by supervisors.

## **REQUIRED EDUCATION AND QUALIFICATION**

### **A. Education and Relevant Experiences**

- Must be a graduate of Agribusiness, Agricultural Economics, Agriculture, Forestry, Environmental Science, Urban/Rural Development Planning and Management or related fields with project planning and management courses
- At least one-year experience in project planning and management preferably in agribusiness/marketing (experience in value chain analysis studies or rapid market appraisal is an advantage)

B. Knowledge, Competencies and Skills

- Good technical writing skills
- Must be competent in basic computer operations, e.g. Microsoft Office, Excel and Power Point
- Must have good communication and interpersonal skills.
- Team player

PREPARED BY:

APPROVED BY:

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