



Republic of the Philippines
Department of Agriculture

PHILIPPINE RURAL DEVELOPMENT PROJECT
Regional Field Office No. IV-CALABARZON

Lipa Agricultural Research and Experiment Station (LARES)
Brgy. Maraouy, Lipa City, Batangas 4217

TERMS OF REFERENCE (TOR)

DRIVER

REGIONAL PROJECT COORDINATION OFFICE (RPCO)

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).

DUTIES AND RESPONSIBILITIES

1. Transport the Regional Project Director/ Regional Deputy Project and RPCO staff to and from place where official business is transacted;
2. Monitoring the status and condition of the vehicle under his responsibility and initiates request for its needed maintenance and repair;
3. Regularly cleans the vehicle under his responsibility;
4. Sees to it that the vehicle under his responsibility is in safe premises, whenever if it is not in use;
5. Maintains a record of all trips made as well as the consumption of fuel and other materials used for the operations and maintenance of vehicle;
6. Performs minor engine/electric trouble shooting;
7. Assist in the delivery of PRDP documents;
8. Require to render service during Saturdays, Sundays and holidays and beyond the designated official working hours; and
9. Performs other functions as may be directed by the Regional Project Director/ Regional Deputy Director and/or Component Unit Head from time to time.

QUALIFICATIONS

1. Atleast High school graduate Four (4) hours of relevant training;
2. With Professional Driver's License;
3. Minimum of two (2) year experience in working foreign-assisted and/or special project implemented by government/non-government agencies; and
4. Must be able to read and write.