

MATRIX OF ACTIVITIES

Task 1: Conduct Information Campaign and Awareness Raising				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
1.1	Identify relevant stakeholders	To design specific information materials and consultation forum		IACCC & CCIC
1.2	Formulate a strategy for awareness- raising	To design a strategy for awareness raising tailor fitted to the different stakeholders in the country	Identified stakeholders	CCIC
1.3	Prepare information materials (e.g. primers, brochures, general guidebooks)	To disseminate information regarding CDM; To serve as a guide for stakeholders wanting to participate in CDM	Community leaders, project proponents, project developers, investors, general public	CCIC
1.4	Identify priority areas for public briefings and consultations (at national and regional levels)	To identify areas with great potential for CDM projects; with interest in CDM projects	Local stakeholders, community leaders, local investors, NGOs, LGUs	IACCC & CCIC
1.5	Conduct public briefings, roundtable discussions	To bring CDM issues and concerns into focus	Policy and decision makers; private institutions; community leaders; project developers; financial institutions, investors, general public, NGOs, concerned government agencies	IACCC & CCIC

Task 1: Conduct Information Campaign and Awareness Raising

	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
1.6	Prepare an illustrative set of example CDM projects that clearly demonstrate the national value and benefits associated with CDM projects	To gather a set of "best practices" from co-regional and international scale, in the CDM and determine significant points for replication into the local context.	Senior and mid-level policy makers; potential investors and proponents	CCIC
1.7	Develop and maintain a CDM website	For easier access to information and communication	Local, regional and international stakeholders	CCIC
1.8	Write feature articles on CDM for national newspapers and magazines. Issue press releases on CDM projects	To raise public awareness and attract potential investors	General public; potential investors and proponents	CCIC

Task 2.1: Generate the Interest and Support of Senior National Policy-Makers				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
2.1.1.1	Prepare a briefing kit for senior level government officials on the CDM	To devise a set of program and structure for sensitizing senior level policy makers on the benefits of CDM; To provide relevant information on the national values and benefits of CDM in the Philippines that will generate the interest of senior national policy makers to participate in the CDM	Senior national policy makers	CCIC
2.1.1.2	Prepare an executive summary of the CDM Project Cycle	To provide relevant information on the CDM project cycle in order for senior level policy makers to have a thorough understanding of the CDM process	Senior national policy makers	CCIC
2.1.2.1	Conduct executive briefings with senior policy-makers on the opportunities and challenges of CDM in the Philippines	To provide senior level policy makers basic and essential information on the values and benefits of CDM, the CDM project cycle and opportunities and challenges brought about by Philippine participation in the CDM	Senior national policy makers	IACCC & CCIC

Task 2.1: Generate the Interest and Support of Senior National Policy-Makers			
Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
2.1.2.2 Solicit the concurrence of senior level policy-makers for their departmental staff to participate in a CDM capacity development program	To manifest the support of senior level policy-makers in the CDM process through their concurrence in allowing and supporting key staff of their offices to participate in a CDM capacity development program	Senior national policy makers	IACCC & CCIC
2.1.2.3 Conduct action planning with senior policy-makers on steps they can take to make CDM viable and successful in the Philippines (e.g. ratification of the Kyoto Protocol, assignment of key departmental staff to specialize in CDM, creation of CDM National Authority, etc.)	To generate the support and active participation of senior level policy-makers in making CDM viable and successful in the Philippines	Senior national policy-makers	IACCC & CCIC

Task 2.2: Develop the Capacity of Mid-Level Policy Makers				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
2.2.1	Define capacity needs of key government departments and agencies with regard to the formulation of the regulatory and legal framework for operationalizing the CDM at the national level	To formulate an effective framework that identifies the capacity needs of key government departments	Mid level policy makers (e.g. bureau staff, section managers, division chiefs); project proponents and other key stakeholders	UNDP –Dutch Project
2.2.2	Carry out capacity assessments and identify inventory capacity needs within key government departments and agencies	To assess the current capabilities and the capacity needs for engagement in the CDM	Mid level policy makers (e.g. bureau staff, section managers, division chiefs); project proponents and other key stakeholders	UNDP-Dutch Project
2.2.3	Develop training materials that relate to the capacity needs and necessary regulatory and legal requirements for establishing an operational CDM at the national level	To develop training modules specifically tailored to address capacity needs to formulate necessary regulatory and legal requirements for establishing an operational CDM at the national level.	Mid level policy makers (e.g. bureau staff, section managers, division chiefs)	UNDP-Dutch Project

Task 2.2: Develop the Capacity of Mid-Level Policy Makers				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
2.2.4	Conduct training workshops that make it possible for mid-level policy makers to formulate the regulatory and legal policies necessary for operationalizing the CDM at the national level	To develop policy formulation skills for government policy makers to set the regulatory and legal policies necessary for operationalizing the CDM at the national level; To facilitate discussions of "best practices" in terms of policy making for CDM and, if possible, replicate into the national context under the CDM regime.	Mid level policy makers (e.g. bureau staff, section managers, division chiefs)	UNDP –Dutch Project

Task 3.1: Establish the CDM National Authority				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
	Cf. UNDP – Dutch Project	Cf. UNDP – Dutch Project	Cf. UNDP – Dutch Project	Cf. UNDP – Dutch Project

Task 3.2: Develop the Capacity of the CDM National Authority				
Activities	Purpose	Target Beneficiaries	Responsible Institution(s)	
3.2.1.1 Study Guidelines developed by other National Authorities and CDM-EB	To provide information on the practices that other CDM National Authorities implement in order to create a guideline suited in the Philippine setting	CDM National Authority officials and staff	UNDP - Dutch Project	
3.2.1.2 Develop with the CDM National Authority specific regulatory, legal, financial and technical guidelines	To develop guidelines that can help accelerate the processing and implementation of CDM projects as are included under the project cycle.	CDM National Authority officials and staff	UNDP-Dutch Project	
3.2.1.3 Present, discuss and amend the guidelines through consultative national and regional workshops	To ensure that the guidelines are transparent, streamlined and cost-effective.	CDM National Authority officials and staff	UNDP-Dutch Project	
3.2.1.4 Prepare and issue the operational guidelines for proposed CDM projects that apply at the national level.	To promulgate operational guidelines for proposed CDM projects in the Philippines	CDM National Authority officials and staff	UNDP-Dutch Project	

Task 3.2: Develop the Capacity of the CDM National Authority				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
3.2.2.1	Work with the CDM National Authority to develop guidelines for baseline parameters	To set the guidelines for approving baseline methodologies and parameters. To develop a standardized set of baseline parameters on the national, sectoral and project levels	CDM National Authority officials and staff	UNDP –Dutch Project
3.2.2.2	Study baseline parameters defined by other countries and assess applicability in the Philippines	To gather information on the guidelines set by other countries on baseline parameters in order to assess its viability and applicability in the Philippine context; To be able to standardize Philippine baseline parameters in reference with the baselines set by other countries for the CDM	CDM National Authority officials and staff	UNDP-Dutch Project
3.2.2.3	Identify where country specific approach is required, analyze alternative approaches, prepare the guidelines and present in a workshop to the different stakeholders to generate concurrence with CDM stakeholders on the baseline parameters to be used	To review baseline parameters defined by other countries, identify country specific approaches, prepare guidelines and to generate concurrence with the CDM stakeholders on the baseline parameters defined by CDM National Authority	CDM National Authority officials and staff	UNDP-Dutch Project

Task 3.2 Develop the Capacity of the CDM National Authority				
Activities	Purpose	Target Beneficiaries	Responsible Institution(s)	
3.2.3.1.1 Identification of the capacity needs of the National Authority	To identify the particular skills that need to be developed	CDM National Authority staff	IACCC & CCIC	
3.2.3.1.2 Preparation of a set of strategies to address the identified needs	To design a strategy for effective capacity building for the DNA	CDM National Authority Staff	IACCC & CCIC	
3.2.3.1.3 Preparation of training materials to address the needs	To produce training materials for use in the capacity development programs for the CDM National Authority	CDM National Authority Staff	CCIC	
3.2.3.1.4 Training workshops and seminars for the CDM National Authority personnel	To provide an on-going training program for the CDM National Authority officials and staff	CDM National Authority Staff	CCIC	
3.2.3.2 Periodically review the operation of the CDM National Authority	To address evolving capacity needs for more effective operations of the CDM National Authority	CDM National Authority and CDM project proponents	IACCC & CCIC	
3.2.3.3 Assist the CDM National Authority in developing a fee for service structure	To formulate and formalize standard fees for services to be provided by the CDM National Authority.	CDM National Authority and CDM project proponents	CCIC	

Task 3.2 Develop the Capacity of the CDM National Authority				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
3.2.3.4	Design and carry out periodic national and participate in Asian regional training workshops	To learn from CDM experiences in the Philippines and other countries in order to improve CDM operations	CDM National Authority and CDM project proponents; Regional partners	IACCC & CCIC

Task 4.1: Develop the Capacity of Project Developers				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
4.1.1	Conduct Public Briefings on sustainable development goals of the Philippines	To orient the different stakeholders on the thrust of the government on sustainable development so that planned projects are in line with the government's thrust	Senior and mid-level policy makers, project developers, project proponents, NGOs, academic institutions, financial institutions	CCIC
4.1.2	Develop a manual on the required CDM project design document for CDM eligible projects	To provide a guide in making a PDD; To familiarize project developers with the required structure of a CDM eligible PDD	Project developers, project proponents, NGO's, academic research institutions	CCIC
4.1.3	Conduct a series of training workshops	To provide skills and knowledge concerning different aspects of CDM	Senior and mid-level policy makers, project developers, project proponents, NGOs, academic institutions, financial institutions	CCIC
4.1.4	Develop a manual on detailed procedures in meeting CDM-related requirements of the Philippine Government	To assist the project developers and other stakeholders in processing required documents for approval of the government and to provide transparency of government procedures	Senior and mid-level policy makers, project developers, project proponents, NGOs, academic institutions, financial institutions	CCIC

Task 4.1: Develop the Capacity of Project Developers				
Activities	Purpose	Target Beneficiaries	Responsible Institution(s)	
4.1.5 Conduct seminars on the CDM regulatory and policy framework	To familiarize project developers with the required regulations and policies governing CDM projects	Project developers, project proponents, NGO's, academic research institutions	IACCC & CCIC	
4.1.6 Maintain a registry of big and small scale project developers	To have a comprehensive list/ directory of big and small project developers; the list includes detailed information about the developers and their line of work	Senior and mid-level policy makers, project developers, project proponents, NGOs, academic institutions, financial institutions, general public	CCIC	
4.1.7 Conduct workshops on enhancing the participation of local communities in CDM projects	To instill in the participants the value of local community participation in the project; To provide ideas on how to generate local participation in the project	Project developers, project proponents, local communities, NGOs	CCIC	

Task 4.3 : Develop the Capacity of NGOs, Local Communities, National Research Institutions and Academe				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
4.3.1	Prepare a paper on the role of NGO, local communities, academe and national research institutions in the CDM process	To define the different roles that each stakeholder, particularly the NGOs, local communities, academe and research institutions has to play in the implementation of the CDM in the Philippines	NGOs, local communities, academe and research institutions	CCIC
4.3.2	Conduct a series of training workshops	To help NGOs, local communities, academe and research institutions understand CDM better	NGOs, local communities, academe and research institutions	CCIC
4.3.3	Conduct seminars on the CDM regulatory and policy framework	To familiarize NGOs, local communities, academe and research institutions with the required regulations and policies governing CDM projects	NGOs, local communities, academe and research institutions	IACCC & CCIC
4.3.4	Organize a national exhibit and forum on clean technologies in the Philippines	To encourage more research in the field of cleaner and efficient technologies	NGOs, local communities, academe and research institutions, students, project developers, project proponents, government agencies	CCIC

Task 4.2: Develop the Capacity of Project Financiers				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
4.2.1	Prepare papers on financing issues, policies, mechanisms, and instruments for CDM projects.	To gather best practices on financing mechanisms for possible replication into the Philippine context. To compare and contrast financing mechanisms on a local and international scale and look at possible areas for modification and improvement. To identify ways by which financial institutions and investment companies can participate in CDM.	Financial sector players CDM project proponents	CCIC
4.2.2	Conduct a series of training workshops.	To provide skills and knowledge concerning different aspects of CDM	Senior and mid-level policy makers, project developers, project proponents, NGOs, academic institutions, financial institutions	CCIC
4.2.3	Conduct seminars on the CDM regulatory and policy framework	To familiarize project developers and financiers with the required regulations and policies governing CDM projects	Financial sector players, Project developers, NGO's, academic research institutions	IACCC & CCIC

Task 4.3: Develop the Capacity of NGOs, Local Communities, National Research Institutions and Academe				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
4.3.5	Conduct workshops on enhancing capabilities of NGOs and local community organizations for promoting cleaner technologies in their localities	To foster cooperation between project developers, project proponents, NGOs, the local communities and the government to embrace cleaner technologies	NGOs, local communities, academe and research institutions, project developers, project proponents, government agencies	CCIC
4.3.6	Conduct consultations with local communities for CDM projects in different localities	To encourage community level participation for CDM projects	NGOs, local communities, academe and research institutions, project developers, project proponents, government agencies	CCIC

Task 5.1: Establish a CDM promotions office				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
5.1.1	For the duration of the CD4CDM project (2003-2005), CCIC will serve as a promotions office for CDM Projects.	To provide an interim clearing house and link between parties interested in CDM in the Philippines.	Parties interested in CDM in the Philippines	CCIC
5.1.2	Identify an appropriate agency which can serve as a CDM promotions office after 2005	To facilitate the preparation of the Terms of Reference for the a CDM promotions office after 2005	Senior officials, mid level policy makers, project developers, project proponents	IACCC & CCIC
5.2.1	Identify primary and secondary target markets (local and foreign investors; private or government institutions; CER brokers)	To determine priority activities and schedules		CCIC
5.2.2	Prepare promotional materials	To disseminate information on the local CDM market	Local and foreign investors, buyers of CERS	CCIC
5.2.3	Develop a CDM Investment Guide in the Philippines	To facilitate the making of an investment guide for CDM projects	Senior officials, mid level policy makers, project developers, project proponents, local and foreign investors, buyers of CERS	CCIC

Task 5.1: Establish a CDM promotions office				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
5.2.4	Organize a CDM market forum for local investors and project developers (including Visayas and Mindanao)	To provide background of situation; situate local investors in the projects; get inputs from potential investors	Government agencies, multinationals, private sector,	CCIC
5.2.5	Organize a CDM market forum for foreign investors and project developers	To identify and situate foreign investors in the projects; get inputs from foreign investors	Multinational corporations, Funding agency such as the Prototype Carbon Fund, Annex 1 countries	CCIC
5.2.6	Facilitate the participation of project developers and investors in Asian and international CDM market forums and in promoting the Philippine portfolio of CDM eligible project in such forums	To establish contacts and meet foreign investors and buyers of CERs	CDM investors and project developers	CCIC
5.2.7	Provide consultancy services on pre-feasibility studies and research on specific investment prospects; and aligning such prospects with investor's plans and profile	To determine the priorities of potential investors and widen the potential of the local CDM projects	CDM investors and project developers	CCIC

Task 5.2: Facilitate the development of CDM - Eligible Projects					
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)	
5.2.1.1	Provide initial technical assistance to proponents so they can identify, develop and validate CDM eligible projects.	To enable local project developers to formulate project designs and proposals in line with CDM guidelines and procedures.	Project Developers	CCIC	
5.2.1.2	Provide assistance to project developers in preparing Project Design Documents for specific projects	To familiarize project developers with the required structure of a CDM eligible project design document	Project Developers Project Proponents, NGOs, academic research institutions	CCIC	
5.2.1.3	Help project developers identify and secure financial resources necessary to develop proposals for CDM projects.	To assist project developers procure financial assistance in developing proposals (e.g., feasibility studies, baseline studies, monitoring plan) for possible CDM projects	Project Developers	CCIC	

Task 5.2: Facilitate the development of CDM - Eligible Projects				
	Activities	Purpose	Target Beneficiaries	Responsible Institution(s)
5.2.2.1	For financially sound projects, conduct investment promotion visits to Annex 1 countries that have stated an interest in investing in CDM projects.	To conduct investment promotion visits to Annex 1 countries that have stated an interest in investing in CDM projects.	Project developers	IACCC & CCIC
5.2.3.1	Organize and conduct national CDM investment promotion seminars in which international parties interested in the development, financing and brokering of CDM projects are introduced to national CDM project opportunities and counterpart project developers and bankers	To gather "best practices" from other national and regional partners implementing the CDM on a country and regional level for possible replication into the Philippine context; To showcase various investment opportunities in the country with emphasis on its national values and priorities and benefits from CDM project implementation. To create awareness for the part of international funding organizations for possible investment opportunities in the Philippines	Financial sector players and CDM project proponents, both local and international	IACCC & CCIC

National and Regional Workshops				
Activities	Purpose	Target Beneficiaries	Responsible Institution(s)	
National Workshops	To present, discuss and evaluate the activities done for the CD4CDM project implementation in the Philippines.	All stakeholders	IACCC & CCIC	
Regional Workshops	To present the results of the national workshops as well as discuss the activities done for the Philippines; To foster cooperation and exchange of ideas among other CD4CDM participating countries	All stakeholders	UCCEE, AIT, CCIC & IACCC	