

APPENDIX I MEETING RECORDS

**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

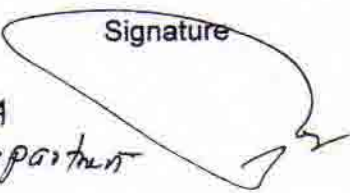



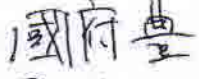

Subject		TOR and distribution of draft inception report		
Date		February 22, 2006	Time 2:00 pm	
Place		Director Isada's Office		
Participants	Study Team	1	Yutaka Kokufu	
		2	Masashi Takano	
		3	Hisashi Mori	
		4	Kiyofumi Tamari	
		5	Joel Cruz	
	NAMRIA	1	Jose Galo P. Isada, Jr., M Sc – Director, Mapping Department	
		2	Ruel DM. Belen - OIC-Assistant Director, Mapping Department	
		3	Akira Suzuki – JICA Adviser	
	JICA	1	May Leyson – Tel 889-7119 local 317	
		2	Takeshi Kanome - Tel 889-7119 local 319	
References		-		

Meeting Report

The following key issues were discussed at the meeting:

1. Mr Kokufu distributed copies of the Inception Report (Draft)
2. It was agreed that there is a gap between the expectations of NAMRIA and the Terms of Reference of the project
3. Messrs. Isada and Belen stressed the following points:
 - a. need to downgrade the capacity building part of the TOR from a full scale agency wide capacity building to technical capacity building of the Mapping Department of NAMRIA and related department
 - b. there is a need to focus on
4. Mr. Takano pointed out that there is already a streamlining plan in NAMRIA
5. Mr Takano added that the Study Team can show NAMRIA the mapping policies in other countries so NAMRIA can consider them.
6. Mr Belen suggested to change the term "Capacity Development" into "Organizational Development"
7. Mr Takano stated that the study team shall assess the entire NAMRIA organization to determine its strength. This will also serve to draw interest from other departments in the project.

8. Messrs. Isada and Belen stated that the intervention that NAMRIA needs is in the development of the leadership skills of team leaders in the Mapping Department. A Human Resource Development Program should be developed for the Mapping Department and those departments directly involved and providing support in the production of topographic maps such as, the Survey Department, Engineering Services Department, Information Management Department and certain staff divisions. If the Mapping Department feels it necessary, then it should be expanded.
9. Mr Belen added that by implementing the changes discussed, the project will be more in tune with the expectations of NAMRIA
10. It was agreed that the following aspects be developed:
 - a. Digital Mapping Capability
 - b. Website
11. Mr Isada will schedule a meeting between Mr Takano and the NAMRIA's Personnel Department
12. Mr. Kokufu will discuss the details of the Pilot Project in the next meeting. It was agreed that the next meeting shall be on Wednesday, March 1, 2006.
13. Mr. Kokufu is requesting a list of names of the study team's counterparts in NAMRIA. Mr Isada said that he will give the names of the counterparts after the discussion of the technical aspects of the Pilot Project
14. Mr Kokufu will be suggesting new technologies available
15. Mr. Kokufu is requesting clarification of the Flight Plan of Aerial Photography which is West to East in the original plan. NAMRIA is recommending it to be changed to North to South. Mr. Kokufu will explain why it should be West to East.
16. Mr Belen will confer with NEDA Regional offices first on the composition of the Technical Working Group. Map users shall be involved such as LGU's and NEDA offices in Regions I and III.
17. Meeting concluded at 2:45

Confirmed by:	Signature	Date
Name		
JOSE GALO P. ISADA Director, Mapping Department		22 February 2006
Mae Luyson		22 Feb. 2006
JICA PHILS Akira SUZUKI JICA-Advisor		22 Feb. 2006
JICA		22 Feb 2006
JICA Study Team		22 Feb. 2006.
JICA Study Team		22 Feb 2006

The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject		Inception report	
Date		March 1, 2006	Time 2:00 pm
Place		Director Isada's Office	
Participants	Study Team	1	Yutaka Kokufu
		2	Masashi Takano
		3	Hisashi Mori
		4	Kiyofumi Tamari
		5	Joel Cruz
		6	Corina Manansala
	NAMRIA	1	Jose Galo P. Isada, Jr., M Sc – Director, Mapping Department
		3	Akira Suzuki – JICA Adviser
	JICA	1	May Leyson – Tel 889-7119 local 317
		2	Takeshi Kanome - Tel 889-7119 local 319
References		-	

Meeting Record

The following key issues were discussed at the meeting:

1. Mr Takano explained the revisions made on the Inceptions Report, specifically on the following points:
 - Scale down on the portions for capacity development and focus more on the technical side
 - "Human Resource Development" will focus more on the mapping development but will be based on the capability assessment. If the need arises, it will be expanded.
 - Capability assessment will include the entire NAMRIA
2. Mr. Takano further discussed the revision made on the Inception Report:
 - The outline of the study is simplified
 - Simpler words were used, terminologies changed and many portions deleted
3. Dir Isada stated his acceptance of the revisions
4. Mr Takano is asking the JICA representatives to convey the acceptance of the revisions made to JICA headquarters

5. The JICA representatives will report that the gaps between the NAMRIA's expectations and the TOR have been resolved.
6. Dir Isada stated that the substantive issues has been resolved, only minor revisions remain such as instead of the term, "Mapping Division", it should be "Mapping Department". Offices below the Mapping Department are called "Divisions".
7. Mr Takano is informing the JICA representatives that the study team is planning a workshop on March 14, 2006 to explain the Inception report and that the majority of the participants will come from NAMRIA. The workshop will also help improve the Inception Report.
8. Dir Isada is recommends that senior NAMRIA personnel be present in Japan during Aerial Triangulation because this is a very critical phase of the project. He further explained that this was not requested before because it is only now that he has seen the scope of work.
9. Mr. Kokufu expressed his understanding of Dir Isada's recommendation for the reason that new software technology will be used for Aerial Triangulation.
10. Dir Isada stated that that NAMRIA is planning to have a round table meeting of regional staff on March 17, 2006 to discuss the pilot project. Asst Dir Belen is now coordinating with regional staff. Possible location for the discussion is Clark, Pampanga.
11. During the workshop the Inception Report will be explained in the form of an abstract or a powerpoint presentation.
12. Dir Isada stated that possible members of the Technical Working Group(TWG) will be present in the Workshop and from these final members of the TWG will be filtered out.
13. Mr Takano says the he is already meeting with the different divisions of NAMRIA to explain the project and inviting them to the workshop.
14. Mr Takano is inviting the JICA representative present to watch the Bidding procedures for Aerial Photography right after this meeting.
15. Mr Kokufu gathered signatures for the approval of the February 22 minutes of meeting.
16. Meeting concluded at 2:30

Confirmed by:
Name

Signature

Date

LIST OF ATTENDEES

March 1, 2006

NAME	POSITION	DEPARTMENT	SIGNATURE
Kiyofumi TAMARI	JICA Study Team		田井 清文
Mae Kuyum	Program Asst.	JICA PHLS	maekuyum
Akira SUZUKI	JICA Adviser	NAMRIA	鈴木 昭
Takeshi KANOME	JICA	JICA	野村 隆
Yutaka KOKUFU	JICA Study Team		国分 雄高
JOSE GALO ISAAC	Dir. Mapping Dept	NAMRIA	Jose Galo Isaac
Hisashi Mori	JICA Study Team		森 久志
EORINA I MANANSA	"		Eorina I Manansa
JOEL F. CRUZ	"		Joel F. Cruz
MASASHI TAKANO			

The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject		Preparations for the seminars on March 14 & 17, 2006	
Date		10 March 2006	Time 9:30 AM
Place		Office of Director Isada, NAMRIA	
Participants	Study Team	1	Yutaka KOKUFU (Team Leader)
		2	Misashi TAKANO
		3	Kiyofumi TAMARI
		4	Hisashi MORI
		5	Corina MANANSALA
	NAMRIA	1	Jose Galo P. Isado, Jr. M Sc – Director, Mapping Department
		2	Ruel DM. Belen – OIC-Assistant Director, Mapping Department
		3	Akira Suzuki – JICA Adviser
		4	Febrina Damaso – Chief, ISD
		5	Joselito Eugenio – Cartography III
		6	Henry Ayaras – Engineering II / ISD
		7.	Charisma VC de la Cruz – Engineering II / MD
		8	Mjane Montemor – Engineering II / MD
NRI	1.	Marilou Tan	
References	-		

Meeting Record

1. The first agenda was on the seminar this March 14, 2006 at EDSA Shangri-la Hotel.
2. Ms. Jane of NAMRIA already sent out and faxed the invitations to guests.
3. The List of NAMRIA participants were presented. Takano requested to have a hardcopy of the participants. He will submit a copy to JICA.
4. The Master of Ceremonies will be Ms. Charisma de la Cruz of Engineering II.
5. Profiles of the speakers were already given to Ms. Charisma.
6. According to Mori, the venue for the seminar is all set.
7. The secretariat from NAMRIA will be in charge of the registrations.
8. The program for the seminar will have some slight changes. Specifically in the Welcome Remarks portion. It will be finalized printed on Monday.
9. The flags and backdrafts will be handled by Ms. Marilou Tan of NRI.
10. Kokufu will borrow the LCD projector from PASCO for the upcoming seminar.
11. The venue/hotel will only provide the projector screen.
12. The JICA Study Team will bring the laptops for the presentations.
13. NAMRIA will handle the Certificate of Attendance.
14. The seminar will have lunch buffet and floating coffee. This is according to Ms. Marilou Tan.
15. The seating arrangements will be determine during the seminar. The special guests will be in front while the speakers will be seated on the stage.
16. Name plates for the speakers will be provided by the hotel.
17. The ID will be in the form of stickers and will be given out during the seminar.
18. Seminar handouts will consists of the following: CD containing the presentations, calendars for guests and NAMRIA Region 3 and other seminar materials.

19. On the day of the seminar, the Secretariat will leave NAMRIA at 7 AM.
20. The second agenda was on the seminar for March 17, 2006.
21. The participants will consists of all Directors, Assistant Directors, Division Chiefs and the media.
22. The transportation issues were raised. The Secretariat, who will have to leave early, will ride in a van to Clark, Pampanga. For the participants, there will be two options: either bring their own cars or ride in the service vans.
23. Confirmation on the latter issue will be carried out to determine how many will ride in the service vans.
24. NAMRIA had sent a draft of the program to Region 3 office.
25. The venue is all set according to Ms. Marilou Tan.
26. Dir. Isada said that a Memorandum of Commitment will be created for the Technical Working Group (TWG).
27. Ms. Jane will ask NEDA if they can lend us their LCD projector.
28. The Certificate of Attendance will be made on the day of the seminar.
29. A map of the venue will be prepared and be given out to guests and participants.
30. There will be 50 pieces of Ids for the participants. Id jackets should be purchase. Mori will take care of this.
31. Next meeting for the March 17 seminar will be on March 15, 2006,

Confirmed by:
Name

Signature

Date

PROJECT LAUNCHING

"THE STUDY FOR MAPPING POLICY
AND TOPOGRAPHIC MAPPING FOR INTEGRATED
NATIONAL DEVELOPMENT PLAN
IN THE REPUBLIC OF THE PHILIPPINES"

MARCH 14, 2006 9:00 A.M.
ISLA 3, EDSA Plaza Shangri-la Hotel
Ortigas, Mandaluyong City



National Mapping and Resource Information Authority

Japan International Cooperation Agency

JICA



PROGRAMME

9:00	9:30	Registration	
9:30	10:30	National Anthem	
		Welcome Remarks	Dr. Peter N. Tiangco Deputy Administrator, NAMRIA
		Messages	Usec Diony A. Ventura Administrator, NAMRIA Mr. Yukio Ishida Deputy Resident Representative, JICA
10:30	11:40	Presentation of Inception Report	Mr. Yutaka Kokufu Team Leader
		Methodology of Capability Assessment	Mr. Masashi Takano Deputy Team Leader
11:40	12:00	Open Forum Closing Remarks	Mr. Jose Galo P. Isada Director, Mapping Department
12:00	1:00	Lunch	

Charisma Victoria dela Cruz
Master of Ceremony

**"The Study for Mapping Policy and Topographic Mapping for
Integrated National Development Plan"**

March 14, 2006 (9:00 AM -12:00 NN) at EDSA Shangri-la

	Name	Office	with CA	given
GUESTS				
1	Agustin R. Bengzon	Department of Transportation and Communication		OK
2	Danilo C. Manalan	Department of Public Works and Highways	OK	
3	Moonyeen S. Manrique	DENR - FASPO		OK
4	Wilfredo Deperio	NEDA - PMS	OK	
5	Justina A. Adina	NEDA - ITCS		OK
6	Elmer Malano	Environmental Management Bureau		OK
7	Marcial C. Amaro, Jr.	Forestry Management Bureau	OK	
8	Erwin L. Tiamson	Land Management Bureau	OK	
9	Salvio Laserna	Mines and Geosciences Bureau	OK	
10	Jose Rondal	Bureau of Soils and Water Management		OK
11	Teofilo R. Ballon	MIG 18 (ISAFP)		OK
12	Nathaniel Servando	PAGASA - DOST		OK
13	Eric Paringit	University of the Philippines - Geodetic Engg Dept.		OK
JICA-Phils				
14	Yukio Ishida	JICA Phils		
15	Takeshi Kanome	JICA Phils		
16	Mae Salvanette D. Leyson	JICA Phils		
Japanese Embassy				
17	Koichi Sakai	Embassy of Japan		
PASCO - CERTEZA				
18	Ichiro Deguchi	PASCO - CERTEZA		
JICA Expert-NAMRIA				
19	Akira Suzuki	JICA - NAMRIA		
JICA Expert - DPWH				
20	Shunta Dozono	JICA - DPWH	OK	
ADMINISTRATION				
21	Diony A Ventura	NAMRIA		
22	Peter Nilo Tiangco	NAMRIA	OK	
23	Georgia E. Ventura	NAMRIA	OK	
STAFF SERVICES DEPARTMENT				
24	Randolf Vicente	NAMRIA	OK	
25	Rogello Repiroga	NAMRIA	OK	
26	Nelson V. Eleazar	NAMRIA	OK	
CGSD				
27	Rodolfo M. Agaton	NAMRIA	OK	
28	Victoriano Buquir	NAMRIA	OK	
29	Rene Eclarifio	NAMRIA	OK	
30	Romeo L. Ho	NAMRIA	OK	
MAPPING DEPARTMENT				
31	Jose Gato P. Isada	NAMRIA		
32	Ruel M. Belen	NAMRIA	OK	
33	Cleotilde Galicia	NAMRIA	OK	
34	Nicandro Parayno	NAMRIA	OK	
35	Roger G. de Luna	NAMRIA	OK	
36	Anita Medrano	NAMRIA	OK	
37	Joaquin B. Borja	NAMRIA	OK	
38	Rosalie Reyes	NAMRIA	OK	
39	Sheila Eugenio	NAMRIA	OK	
40	Jane Roque	NAMRIA	OK	
41	Reynaldo S. Manuel	NAMRIA	OK	
42	Trinidad R. Garbo	NAMRIA	OK	
43	Cesar Buenaobra	NAMRIA	OK	
ENG'G				
44	Magellan Azucena	NAMRIA	OK	
IMD				
45	Linda SD Papa	NAMRIA	OK	
46	Febrina E. Damaso	NAMRIA		
RSRDAD				
47	Virgilio F. Basa	NAMRIA	OK	
48	Jose Cabanayan Jr	NAMRIA	OK	
49	Jesus Gerardo	NAMRIA	OK	
50	Rijaldia N. Santos	NAMRIA	OK	
51	Olivia R. Molina	NAMRIA	OK	
DSSO				
52	Joselito Reasol	NAMRIA	OK	
JICA STUDY TEAM				
53	Yutaka Kokufu			
54	Masashi Takano			
55	Kiyofumi Tamari			
56	Corina T. Manansala			
NRI (Nomura Research Institute)				
57	Mariou Tan			
SECRETARIAT				
58	Mary Jane Montemor	NAMRIA		
59	Joselito Eugenio	NAMRIA		
60	Charisma de la Cruz	NAMRIA		
61	Henry Ayeras	NAMRIA		
62	Victoria de Vera	NAMRIA		
63	Albert Morris S. Odtohan	NAMRIA		
64	Erwin Orpilla	NAMRIA		
65	Elinor C. delos Reyes	NAMRIA		
66	Joseph Estrella	NAMRIA		
67	Renato Equia	NAMRIA		

Inauguration Meeting on

“THE STUDY FOR MAPPING POLICY AND TOPOGRAPHIC MAPPING FOR INTEGRATED NATIONAL DEVELOPMENT PLAN IN THE REPUBLIC OF THE PHILIPPINES”

MARCH 17, 2006

12:00 - 3:00 PM

Holiday Inn, Clark Special Economic Zone



National Mapping and Resource Information Authority
Japan International Cooperation Agency



National Economic and Development Authority

PROGRAMME

- | | |
|---|---|
| I. Registration and Lunch | |
| II. Invocation | Ms. Rowena P. David, NEDA III |
| III. National Anthem | Ms. Rowena P. David, NEDA III |
| IV. Welcome Remarks | Usec. Diony A. Ventura, MNSA
Administrator, NAMRIA |
| V. Message | Mr. Takeshi Kanome
Asst. Resident Representative
JICA - Philippines |
| VI. Briefing of JICA Project | Jose Galo P. Isada, Jr.
Director, Mapping Dept., NAMRIA |
| VII. Open Forum | Mr. Yutaka Kokufu
Team Leader, Study Team |
| VIII. Organization of Technical Committee (TCC) | Moderator:
Lynnette Y. Bautista
Asst. Reg'l. Dir., NEDA Region III |
| IX. Signing of Memorandum of Commitment | Technical Coordinating Committee |
| X. Closing Remarks | Remigio A. Mercado
Regional Director, NEDA Region III |

Asst. Reg'l. Dir. Lynnette Y. Bautista
Master of Ceremony

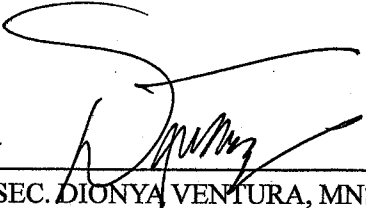
INAUGURATION MEETING
"The Study for Mapping Policy and Topographic Mapping for
Integrated National Development Plan"

March 17, 2006 (12:00 NN - 3:00 PM) at Holiday Inn, Clark Special Economic Zone

	NAME	OFFICE	WITH CA	GIVEN
GUESTS				
1	Chit Aggabao	Land Management Bureau - Region III	OK	
2	Rolando Socorro	Dept. of Agriculture - Region III	OK	
3	Rodolfo Pangilinan	Dept. of Land Reform - Region III	OK	
4	Rolando Calazaron	Dept. of Interior and Local Govt - Region III	OK	
5	Erwin Tamayo	Dept. of Tourism - Region III	SPELL	
6	Manuel Collado	National Irrigation Administration - Region III	OK	
7	Mariou Uy	Dept. of Trade and Industry - Region III		
8	Raquel Malig	Dept. of Trade and Industry - Region III		
9	Carmelita Laverinto	Office of Civil Defense - Region III	SPELL	
10	Adriano Enong	Philippine National Police - Region III	OK	
11	Odon Santiago	Department of Education - Region III		
12	Melito Manoloto	Department of Education - Region III	SPELL	
13	Adelina Apostol	Dept. of Social Welfare and Devt - Region III	OK	
14	Jesus Vitug	Dept of Transportation & Communication - Reg III	OK	
15	Norman Ollague	Land Transportation Office - Region III	OK	
16	Soc Ramores	National Statistics Office - Region III	OK	✓
17	Joven Ordoña	Department of Health - Region III	OK	
18	Perito Abello	Housing and Land Regulatory Board - Region III	OK	
19	Sonia Soto	Local Govt Unit - City of San Fernando	SPELL	
20	Oscar Rodriguez	City of San Fernando	SPELL	
21	Perla delos Reyes	PHIVOLCS - DOST		
22	Mariton Bornas	PHIVOLCS - DOST		
23	Maximo Peralta	PAGASA	OK	
24	Sofia Quintana	DENR - Region III	SPELL	
25	Reynaldo Cruz	Mines and Geosciences Bureau - Region III	OK	
26	Albin Carreon	Dept. of Public Works & Highways - Region III	OK	
27	Antonio Paco, Jr.	PPDO - Province of Bulacan (Reg III)	OK	
28	Ludivina Banzon	PPDO - Province of Bataan (Reg III)		
29	Ricardo Mendiola III	PPDO - Province of Bataan (Reg III)		
30	Josefina Pineda	PPDO - Province of Pampanga (Reg III)	OK	
31	Sonny Fernandez	PPDO - Province of Tarlac (Reg III)	OK	
32	Gemiliano Ferrer	PPDO - Province of Nueva Ecija (Reg III)	OK	
33	Angelo Tolentino	CPDO - City of Angeles (Reg III)	OK	
34	David David	CPDO - City of Angeles (Reg III)	OK	
35	Marisol Mandadero	CPDO - City of Olongapo (Reg III)	OK	
36	Fernando Limbitco	CPDO - City of San Fernando (Reg III)	OK	
37	Ofelia Conag	DENR - PENRO Bulacan (Reg III)	OK	
38	Jeofrey Conag	DENR - PENRO Bulacan (Reg III)	OK	
39	Armando Aquino	PPDO - Province of Pangasinan (Region I)		
40	Joselito Cervantes	PPDO - Province of Pangasinan (Region I)		
41	Nestor Rillon	NEDA - Region I		
42	Catalino Nacar	NEDA - Region I		
43	Jesus Edwin Cacanandin	NEDA - Region I		
44	Remigio Mercado	NEDA - Region III		
45	Lynnette Bautista	NEDA - Region III	OK	
46	Mar Franco	NEDA - Region III		
47	C. Tessa Sibai	NEDA - Region III		
48	Antoinette Dungca	NEDA - Region III		
49	Rowena David	NEDA - Region III		
50	Takeshi Kanome	JICA - Philippines		
51	Mae Salvaniette Leyson	JICA - Philippines		
52	Yutaka Kokufu	JICA Study Team		
53	Masashi Takano	JICA Study Team		
54	Kiyofumi Tamari	JICA Study Team		
55	Hisashi Mori	JICA Study Team		
56	Corina Manansala			
57	Mariou Tan	NRI		
58	Akira Suzuki	NAMRIA		
59	Peter Tiangco	NAMRIA	OK	
60	Jose Galo Isada Jr	NAMRIA		
61	Linda SD Papa	NAMRIA		
62	Virgilio Basa	NAMRIA		
63	Ruel Beien	NAMRIA		
64	Jose Cabanayan	NAMRIA	OK	✓
65	Ofelia Castro	NAMRIA		
66	Joaquin Borja Jr	NAMRIA		
67	Trinidad Garbo	NAMRIA		
68	Reynaldo Manuel	NAMRIA		
69	Febrina Damaso	NAMRIA		
70	Henry Ayeras	NAMRIA		
71	Joselito Eugenio	NAMRIA		
72	Charisma de la Cruz	NAMRIA		
73	Mary Jane Montemor	NAMRIA		
74	Elmor delos Reyes	NAMRIA		
75	Joseph Estrella	NAMRIA		
76	Renato Eguia	NAMRIA		
77	Ronnie Concepcion	NAMRIA	OK	✓
78	Rey Quadernal	NAMRIA		

MINUTES OF DISCUSSIONS
FOR
THE STUDY
FOR
MAPPING POLICY AND TOPOGRAPHIC MAPPING
FOR
INTEGRATED NATIONAL DEVELOPMENT PLAN
IN
THE REPUBLIC THE PHILIPPINES

Ft. Bonifacio, Taguig City, 16 March 2006



USEC. DIONYA VENTURA, MNSA

Administrator

National Mapping and Resource Information Authority

Department of Environment and Natural Resources

The Republic of the Philippines



YUTAKA KOKUFU

Team Leader

Study Team

Japan International Cooperation Agency

Japan

Date: 16 March 2006

Place: NAMRIA, Ft. Bonifacio, Taguig City,

The JICA Study Team (hereinafter referred to as "the Study Team") for the Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of Philippines (hereinafter referred to as "the Study") dispatched by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Yutaka KOKUFU visited the Republic of the Philippines from February 19, 2006. The Study Team held series of meetings with the officials of National Mapping and Resource Information Authority (hereinafter referred to as "NAMRIA") as the counterpart agency to finalize the Draft Inception Report.

The presentation and discussion of the Draft Inception Report were held at NAMRIA on February 22 and March 1, 2006. The Team explained the contents of the Draft Inception Report to NAMRIA. After the discussion, necessary modifications were made in the Draft Inception Report to incorporate the comments from NAMRIA and thus, it was finalized. After completion of Inception Report, the Study Team made the presentation through seminar workshop on March 14 and March 17, 2006 to Key staffs of NAMRIA and stakeholders in Pilot Project site.

Throughout a series of activities, the following items were mutually agreed upon between NAMRIA and the Study Team that incorporated the changes requested by NAMRIA:

(1) Final Inception Report

The attached Inception Report was accepted by NAMRIA.

(2) Additional Requirements of NAMRIA

NAMRIA strongly requested the dispatch of a NAMRIA photogrammetrist to Japan for technology transfer on digital aerial triangulation and technical training.

Appendix 1- List of Participants

Appendix 2- Meeting Record on February 22, 2006

Appendix 3- Meeting Record on March 1, 2006

Appendix 4- Minutes of Meeting

Appendix 5- Implementing Arrangement

Attachment

Inception Report



APPENDIX 1

LIST OF PARTICIPANT

NAMRIA:

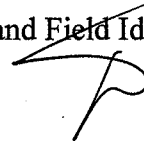
- | | |
|--------------------------------|---|
| 1. Usec. Diony A. Ventura | Administrator |
| 2. Mr. Jose Galo P. Isada, Jr. | Director, Mapping Department |
| 3. Mr. Akira SUZUKI | Geospatial Data Administration Expert, JICA |

JICA Philippines Office:

- | | |
|-----------------------|-----------------------------------|
| 1. Mr. Takeshi KANOME | Assistant Resident Representative |
| 2. Ms. May Leyson | |

Japanese Study Team:

- | | |
|------------------------|---|
| 1. Mr. Yutaka KOKUFU | Team Leader |
| 2. Mr. Masashi TAKANO | Deputy Team Leader |
| 3. Mr. Kiyohumi TAMARI | Aerial Photography and Field Identification |
| 4. Mr. Hisashi MORI | Coordinator |



The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject	Regional Seminar on Pilot Project 1		
Date	July 5, 2006	2 PM	
Place	NEDA Region 3 Office		
Participants	Study Team	1	Yutaka KOKUFU (Project Team Leader)
		2	Kiyofumi TAMARI (Aerial Photography & Field Identification)
		3	Kenichiro USUDA (Control Point Survey / Field Compilation)
		4	Tomohiko HATORI (Leveling)
		5	Corina MANANSALA (Support Staff)
	NAMRIA	1	Jose Galo P. Isada, Jr. (Director, Mapping Dept., NAMRIA)
		2	Ruel Belen (Asst. Director, Mapping Dept. NAMRIA)
		3	Akira SUZUKI (JICA Expert)
		4	Ofelia T. Castro (Chief, Photogrammetry Division)
		5	Rosalie Reyes (Engineer III, Cartography Division)
	TCC Members	1	NEDA Region 3 Staff
		2	Representatives of Regional Government offices and LGUs
	JICA	1	Mr. Takeshi KANOME (JICA Representative, Manila Office)

The Regional Seminar or orientation was held at the NEDA Region 3 Office. The following below were discussed:

1. Mr. Kokufu first presented the updates on the Study for Mapping Policy and Topographic Mapping and the details of the Pilot Project 1.
2. For the Pilot Project 1, the Pilot Area, covering the whole province of Pampanga, including portions of Tarlac, Bulacan, Nueva Ecija, Zambales and Olongapo has about 17,250 square kilometers.
3. Mr. Kokufu introduced the JICA Study Team Members involved in the Pilot Project 1. Mr. Kiyofumi TAMARI, for Field Identification; Mr. Kenichiro USUDA, for Control Point Survey and Field Compilation; and Mr. Tomohiko HATORI, for Leveling.
4. The NAMRIA Team Members were also introduced composed of Field Verification Teams and Geodetic Survey Teams. The Field Verification have five teams while the GPS and Leveling has one team. They were chosen from different departments of NAMRIA.
5. Mr. Kokufu emphasized on point 4 of the key points of the Study implementation. This is the implementation of the Pilot Project and technology transfer.
6. Dir. Isada also explained some facts about the Pilot Project and the purpose of doing this task.
7. A question was raised regarding the results of the Pilot Project. Whether it will be available to the Local Government Units involved in the Project. Dir. Isada assured the TCC members that they will have a copy of the results.
8. The Provincial Planning Officers suggested that the field survey participants coordinate with them before the actual implementation of the Pilot Project. In this regard, a letter addressed to concerned regional offices and LGUs was suggested to be prepared for the members of the field survey teams. The purpose is to explain what the field survey is about and avoid any incidents while the survey is ongoing.
9. One of the participants stated that they already have some field data from their previous mapping project. How will the Pilot Project help or contribute to their data? According to Dir. Isada, the Pilot Project can update their data or vice versa.

Confirmed by:	Signature	Date
Name		
RUEL DM BELEN		
Ofelia Castro		
MJ MONTEMOR		
JOA		
Akira Suzuki	鈴木 平三	
Yutaka kokuku		
Takeshi KANOME		

TECHNICAL COORDINATING COMMITTEE MEETING
July 5, 2006 at NEDA Conference Room
San Fernando, Pampanga

ATTENDANCE

1	Takeshi Kanome	JICA - Philippines
2	Mae Leyson	JICA - Philippines
3	Akira Suzuki	JICA Expert
4	Yutaka Kokufu	JICA Study Team
5	Kiyotumi Tamari	JICA Study Team
6	Tomohiko Hatori	JICA Study Team
7	Kentaru Usada	JICA Study Team
8	Fe Corpuz	CPDO-Angeles City
9	David David	CPDO-Angeles City
10	Fe Limbitco	CPDO-Olongapo City
11	Wilfredo Manabat	PPDO-Pampanga
12	Ludivina Banzon	PPDO-Bataan
13	Antonio Larion	PPDO-Bataan
14	Antonio Paco, Jr.	PPDO-Bulacan
15	Randy Po	PPDO-Bulacan
16	Ferdinand Milla	PPDO-Tarlac
17	Sonny Fernandez	PPDO-Tarlac
18	Teodoro Senadron	PPDO-Zambales
19	Emil Ferrer	PPDO-Nueva Ecija
20	Ofelia Conag	PENRO-Bulacan
21	Roberto Quizon	DENR-Region III
22	H. Pangan	DPWH-Region III
23	Albin Carreon	DPWH-Region III
24	Danilo Fernandez	MGB - Region III
25	Mar Franco	NEDA-Region III
26	Antonette Dungca	NEDA-Region III
27	Rowena David	NEDA-Region III
28	C. Tessa Sibal	NEDA-Region III
29	Marissa Aquino	NEDA-Region III
30	A.M. Vosun	NEDA-Region III
31	Maria Theresa Tuazon	NEDA-Region III
32	Ester Guanlao	NEDA-Region III
33	Jose Galo Isada	NAMRIA
34	Ruel Belen	NAMRIA
35	Ofelia Castro	NAMRIA
36	Jane Roque	NAMRIA
37	Roberto Narvaez	NAMRIA
38	Custodio Armengol	NAMRIA
39	Mary Jane Montemor	NAMRIA
40	Joselito Eugenio	NAMRIA
41	Virginia Bellen	NAMRIA
42	Bernadette Adorador	NAMRIA

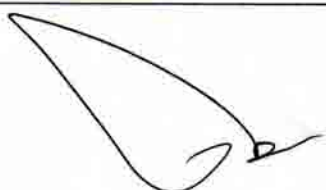
**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

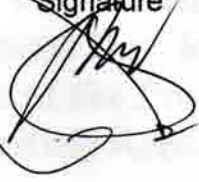

Subject		DCC and PCM Results		
Date		13 th September, 2006	Time 10:30 AM	
Place		Office of the Director, Mapping Dept., NAMRIA Fort Bonifacio		
Participants	Study Team	1	Mr. Masashi TAKANO (Deputy Team Leader)	
		2	Ms. Corina MANANSALA (Support Staff)	
NAMRIA	1	Jose Galo P. Isada, Jr., M Sc – Director, Mapping Department		
	2	Asst. Dir. Ruel Belen		
References		-		

Meeting Record

The following key issues were discussed at the meeting:

- ✧ The agenda of the meeting focuses on two reports: (1) Diagnosis of Corporate Culture Results; and, (2) Project Cycle Management Report.
- ✧ According to Mr. Takano, the difference between the two reports are:
 - PCM generates the problem and objective trees. However, it only determines the surface problems on those that can be visualized.
 - DCC is a component of management. It undertakes a deeper analysis.
- ✧ The DCC Result was written by a consultant from NRI who has no ties with NAMRIA nor seen or met the directors and staff.
- ✧ Mr. Takano showed Dir. Isada and Asst. Dir. Belen the results of DCC and asked their opinions on up to which level should be submitted in the final report.
- ✧ The entire DCC result will not be included in the Study Report, instead will only be used internally by the JICA Study Team.
- ✧ Asst. Dir. Belen said that NAMRIA is a mature organization and DCC was done objectively. He sees no problem in submitting the entire DCC results. However, because of the sensitivity of the results, the following suggestions were made:
 - The DCC results should be re-formatted into a general analysis.
 - A summary should be created based on the DCC results. It should be per department. In the case of Mapping Department the summary should be per division
 - The summary should reflect the good and bad points of each department.
 - The summary should be discussed to each department head personally by Mr. Takano.
 - The summary should not be disclosed and reflected to the final report.




Confirmed by: Name	Signature	Date
RUEL DM BELON JOSE GAO ISARA		9/13/06 9/14/06
Masashi TAKANO		9/14/06
CURINA MANANSALA	Carmen P. Manansala	9/14/06

The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject		Interim Report			
Date		26 th September, 2006	Time		
			4:00 PM		
Place		Office of the Director, Mapping Dept., NAMRIA Fort Bonifacio			
Participants	Study Team	1	Mr. Yutaka KOKUFU (Team Leader)		
		2	Mr. Masashi TAKANO (Deputy Team Leader)		
		3	Mr. Junichi KOSEKI (Survey Operation Standard)		
		4	Ms. Corina MANANSALA (Support Staff)		
	NAMRIA	1	Mr. Jose Galo P. Isada, Jr., M Sc – Director, Mapping Department		
		2	Mr. Ruel Belen – Asst. Director, Mapping Department		
		3	Mr. Joaquin Borja – Chief, Cartography Division, Mapping Department		
		4	Ms. Ofelia Castro – Chief, Photogrammetry Division, Mapping Department		
References		-			
<u>Meeting Record</u>					
<p>On the Mapping Standards, the following keynotes were discussed:</p> <ul style="list-style-type: none"> ◇ According to Dir. Isada, the Mapping Dept. has existing mapping standards. However, these are not yet finalized in a formal document. ◇ Asst. Dir. Belen stated that one of the objectives of the study is precisely to come up with standards and operating manual in updating the 1:50,000 topographic maps. ◇ Mr. Takano inquired on the role of the Development Standards and Studies Office (DSSO) with regards to the formulation of Technical Standards for mapping. It was clarified that DSSO's roles are: a) to conceptualize projects; b) make strategic studies, and; c) consolidate standards from different departments, study them and make appropriate recommendations. ◇ According to Mr. Kokufu, he learned that CGSD has also no specification on record on updating 1:50,000 topographic maps. ◇ According to Dir. Isada, mapping standards dating back when the United States Defense Mapping Agency (USDMA) produced the first 1:50,000 map series are still being followed today by the Mapping Department. 					

- ◇ Dir. Isada suggested that for this project, Mr. Koseki conceptualize the standards and then discuss it with the concerned division heads of the department. This was seconded by Mr. Kokufu.
- ◇ Mr. Koseki will soon conduct interviews on each division head of the department for the formulation of mapping standards..
- ◇ Asst. Dir. Belen suggested that a powerpoint presentation be prepared for Koseki's discussion of the mapping standards.
- ◇ The standards should be finalized into a hardcopy manual. Most importantly, it must contain the standard and methodologies in undertaking new compilation for the 1:50,000 topographic base maps.

On the results of the first Pilot Project, the following were discussed:

- ◇ Mr. Kokufu reported that more field data are needed by the Study Team.
- ◇ Mr. Kokufu informed that he will check the ground control points again on October with selected NAMRIA staff.

On the Interim Report:

- ◇ Sometime in the middle of November, the status of developing the Human Resource Development Plan will be discussed.
- ◇ The JICA Study Team will submit the Interim Report to NAMRIA on November.
- ◇ A workshop may be conducted again to discuss the Interim Report.
- ◇ The Pilot Project will be presented during the workshop.
- ◇ Mr. Kokufu will coordinate with Ms. Corina in preparing the presentation.

Confirmed by:

Name

RUEL DM BELEN
 JOSE GAG ISAIA
 JOAQUIN B. BORJAJR
 OFELIA T. CASTRO
 Yutaka KOKUFU

Signature

Date

03 Oct 2006
 03 Oct 2006
 03 Oct 2006
 -do-
 03 Oct 2006

**The Study for Mapping Policy and Topographic Mapping for
Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Subject	Inception report, Training on Photogrammetry & Satellite Imagery and Additional Control Points for Field Verification Survey		
Date	November 20, 2006	Time	
		3:30 PM	
Place	Director's Office, Mapping Dept., NAMRIA, Fort Bonifacio		
Participants	Study Team	1	Yutaka KOKUFU - Project Team Leader
		2	Masashi TAKANO - Project Deputy Team Leader
		3	Hisashi MORI - Human Resources Development
		4	Junichi KOSEKI - Survey Operation Standards
		5	Nobuhiro SATA - Digital Plotting and Compilation
		6	Kenji CHUJO - Project Evaluator
			Grace Milano - Administrative Staff
	NAMRIA	1	Jose Galo P. Isada, Jr., M Sc - Director, Mapping Department
		2	Ruel Belen - Assistant Director, Mapping Department
		3	Joaquin Borja - Chief, Cartography Division
		4	Ofelia Castro - Chief, Photogrammetry Division
		3	Akira Suzuki - JICA Expert
	JICA	1	Takeshi Kanome - Deputy Resident Representative, JICA

AGENDA:

1. Distribution of Interim Report to NAMRIA.
2. Training for Photogrammetry & Satellite Imagery
3. Additional Control Point for Field Verification Survey

1. Distribution of Interim Report to NAMRIA

- The JICA Study Team will provide thirty (30) copies of the Interim Report to NAMRIA.
- The distribution of the Interim Report should be based on the active participants of the PCM Workshop and it will be prepared by Asst. Dir. Belen.
- According to Mr. Takano, the meeting will discuss the results of assessment, progress of pilot project and development and comments on the project. The meeting will take one to two hours (1-2 hours).
- Asst. Dir. Belen suggested that the meeting be held outside NAMRIA.
- The tentative date for the meeting will be on November 28, 2006 in the afternoon.

2. Training on Photogrammetry and Satellite Image Processing

- Mr. Kokufu requested Dir. Isada to assign at least two (2) counterpart personnel to Mr. Sata for training in Photogrammetry and Satellite Image Processing.
- Dir. Isada agreed and stated that the two counterparts will work full-time with Mr. Sata for the project.

- Mr. Kokufu requested that Dir. Isada make a room available for the installation of the photogrammetric and cartographic system to be acquired by the project.
- Mr. Kokufu will provide a list of equipment to Dir. Isada to serve as basis for the room lay-out.
- Schedule of equipment delivery is January, 2007.

3. Additional Control Points for Field Verification Survey

- According to Mr. Kokufu, there will be an additional control point survey for field verification. This will start tentatively on December.
- The control point survey of ten (10) control points in the Pinatubo and Bulacan area.
- Mr. Kokufu is preparing the documentation for the control point survey that would be undertaken by a local survey company and the JICA Study Team.
- Dir. Isada suggested that Mr. Kokufu discuss separately the field work and the participation of NAMRIA.
- Mr. Koseki will conduct interviews on Binondo personnel who participated in the pilot project 1 in Pampanga last July to August, 2006.

Confirmed by:
Name

JOSE GARCIA

Yutaka Kokufu

Nobuhito Sata

Junichi KOSEKI

Masashi TAKANO

Ofelia Castro

Ruel DM Belen

JOAQUIN BORJA, JR.

AKIRA Suzuki

Takeshi KANO ME Takaki Kano

Signature


佐多 信博
古跡 純一

~~Handwritten signature~~


鈴木 幸三

The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject		Meeting on Interim Report	
Date		28 th of November, 2006	Time 2-4 PM
Place		Lecture Hall, NAMRIA Fort Bonifacio	
Participants	Study Team	1	Mr. Yutaka KOKUFU (Team Leader)
		2	Mr. Masashi TAKANO (Deputy Team Leader)
		3	Mr. Junichi KOSEKI (Survey Operation Standard)
		4	Mr. Nobuhiro SATA (Digital Plotting and Compilation)
		5	Mr. Hisashi MORI (Human Resources Development)
		6	Ms. Grace Millano (Support Staff)
		7	Ms. Corina Manansala (Support Staff)
NAMRIA		* Please refer to attached attendance list	
JICA		Mr. Takeshi Kanome (JICA Representative, Manila Office)	

A. PRESENTATION SET UP

1. Thirty (30) sets of the Interim Report were delivered to selected participants of the meeting, they were chosen because of their active participation in the previous Project Cycle Management (PCM) Workshop which was held last May 2006
2. To avoid misconception, the event was called a "meeting" rather than "presentation."
3. After the presentation of the Study Team, there will be an open forum.

B. PRESENTATION OF INTERIM REPORT

1. Mr. Yutaka Kokufu made a Powerpoint presentation on the status of the Pilot Project covering Pampanga and Agno River Basin. He briefed the participants on accomplishments in aerial photography, geodetic survey, field identification and map compilation.
2. After Mr. Kokufu's presentation, Mr. Masashi Takano presented the result of the Diagnosis of Corporate Culture (DCC) and Project Cycle Management (PCM) activities. He discussed the findings on the Organizational Vitality of NAMRIA departments and staff units.

C. OPEN FORUM

Comment: The DCC questionnaires are confusing and respondents do not know whether questions refer to their particular unit or the entire NAMRIA. The results of the questionnaire should be compared with the real situation.

Answer: The DCC questionnaire was designed with a method called Mental Pathology. The questions are asked over and over again but with different terminology. This will make the respondent think deeper into the questions. The results were done by a computer and not

by the consultants themselves. Capability assessment analyzed the department while leadership analysis came from the leader's staff. On the question of how real the results are: this can be measured by the respondents themselves.

Comment: According to the DSSO representative, Mr. Joselito Reasol, the Engineering Department was streamlined into two separate departments. But from the DCC results, the Engineering Dept. is shown as one department. Which engineering dept. then has lower capacity assessment?

Answer: During the initial meeting and distribution of the DCC questionnaires, no one informed the Study Team about the matter with Engineering Department. The team had only known about it after the survey.

Comment: Does the strategic vitality results has something to do with their respective mandates?

Answer: Strategic vitality has ten (10) indexes to determine the strategic vitality of an organization. That's why NAMRIA should be first categorized if it's either a technical agency or a management agency.

UNDERSTANDINGS

1. The JICA Study Team and NAMRIA participants agreed that the comments on the Interim Report would be reflected in the Final Report of the Study.
2. Mr. Takano intentionally refrained from explaining the assessment on Leadership. The participants who are interested in this topic may request an individual consultation with Mr. Takano.

Confirmed by:

Name

Signature

Date

RUEL DM BELEN
Yutaka Kokuku



Nov. 29, 2006

Masashi TAKANO

Nobuhito Sata

佐多信博

HISASHI MORI

森久志

Junichi KOSEKI

小関 純一

Takeshi KANOME

加野 剛

**The Study on Mapping Policy and Topographic Mapping for the
Integrated National Development Plan in the
Republic of the Philippines**

MEETING

**LIST OF ATTENDEES
November 28, 2006
2:00 – 4:00 pm , Lecture Hall**

	NAME	DEPARTMENT/ DIVISION	POSITION
1	Edgar M. Vioria	NRSC	Sr. RS Tech
2	Ruel Belen	MD / CD	Asst. Dir
3	Bobby Crisostomo	DMD	ITO III
4	Joaquin Borja	MD / CD	E – IV
5	George Corpuz	IMD / Media	MPS II
6	Rosal Dolanas	IMD / SDPD	ITO II
7	Enrique Macaspac	CGSD	OIC-Asst. Dir
8	Trinidad Garbo	MD / ASSD	OIC – Div. Chief
9	Reynaldo Manuel	MD / RPD	OIC, RPD
10	Rosalyn Sontillanosa	RSRDAD / GIS	RS Tech II
11	Febrina Damaso	IMD / ISD	Chief, ISD
12	George Pontillas	RSRDAD / LRD	RST
13	Miguelita Marero	PMDS	HRMO III
14	Nicanor Parayno	MD / PD	E – IV
15	Oscar S. Braganza	RSRDAD / LRD	Sr. RS Tech
16	Lilia Hunt	Personnel	HRMO – II
17	Ofelia Castro	MD / PD	Div Chief
18	Grace Tolentino	FMD	Budget Officer I
19	Romeo Ho	CGSD	Chief, Geodetic
20	Linda Papa	IMD	Director
21	Efren Carandang	ESD	Director
22	Joselito Reasol	DSSO	ITO III
23	Magellan Azunena	ESD	Engr V
24	Akira Suzuki	MD	JICA Expert

**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Date of Meeting : February 15, 2007
Time : 10:00 AM
Venue : Asst. Dir. Office, Remote Sensing Department,
NAMRIA

Attendees :

JICA Study Team : Mr. Yutaka KOKUFU (Project Team Leader)
Ms. Corina MANANSALA (Support Staff)

NAMRIA : Mr. Jose Cabanayan Jr.
Assistant Director, Remote Sensing Dept.
Mr. Rodolfo Noel I. Lozada Jr.
President, Philippine Forest Corp.
Mr. Alexander T. Lichauco
Philippine Forest Corp.
Ms. Alma Arquero
Chief, GIS Div., RSRDAD
Mr. Jesus Gerardo
Chief, Land Resource Div. RSRDAD
Mr. Celso Diaz

Subject: Clarification on the proposal of Philippine Forest Corp. to NEDA in connection with the ongoing JICA Study with NAMRIA.

1. Mr. Lozada started the meeting by introducing Philippine Forest Corporation. The corporation is under DENR and is a government corporation. They are in charge of developing forest lands.
2. Under the President's orders, the Philippine Forest Corporation passed a formal proposal to DENR regarding leasing or auctioning of public lands.
3. This project needed high resolution digital images or maps for the delineation of public lands. Thematic maps will be produced identifying these public lands for lease or sell.
4. The proposal of Philippine Forest Corporation coincided with NAMRIA's project in mapping disaster maps. The latter project is ongoing and has already procured SPOT satellite images, covering 50% of the Philippines.
5. Mr. Lozada pointed out that several types of satellite images were procured for NAMRIA's projects that it becomes hard for Philippine Forest Corporation to merge or fit them together because of different boundaries. What the corporation wants is one similar image done by one institute.
6. Mr. Lozada also pointed out that some projects don't have cost recovery programs or implementation.
7. Philippine Forest Corp. is in talks with JAXA for procuring satellite images from EROS. But Mr. Kokufu pointed out that EROS and JAXA only gives TIF

- image files to their clients not the raw data. The clients won't have access to image elements. The same goes with SPOT.
8. Philippine Forest Corporation stated their needs for their project:
 - a. Accurate map for the lease areas
 - b. High resolution images
 - c. Best map scale for their purpose
 9. Mr. Lozada suggested that for the Final Report of the JICA Study Team, a recommendation stating the needs of the Philippine Forest Corporation should be included.
 10. Mr. Lozada will make a formal request to NEDA but Mr. Kokufu suggested that he talk to Administrator Ventura first.

Office of the President
of the Philippines
Malacañang

JOINT NAPC CABINET GROUP & NEDA CABINET GROUP MEETING
CABINET ACTION/DECISION
CABINET MEETING

FILE NO.
FN 013007-032

Date: 30 January 2007

MEMORANDUM

FOR : The Honorable Secretary
Department of Environment and Natural Resources

The President
Philippine Forest Corporation

FROM : The Cabinet Secretary

SUBJECT : **UPLAND DEVELOPMENT PROGRAM**

DATE : 30 January 2007

At the Joint NAPC Cabinet Group and NEDA Cabinet Group Meeting held today at *Malacañan* Palace, the Secretary of Environment and Natural Resources presented the Upland Agroforestry Program.

In the course of the discussions, the following policy guidelines/directives were issued:

1. The DENR to:
 - Consider rubber and other suitable crops, aside from Jatropha, for its Upland Agroforestry Program.
 - Identify the areas/location of the four (4) million hectares (has.) of potential areas for upland development.
 - Continue the presentation in next week's (07 February 2007) Cabinet meeting, taking into account the foregoing guidelines.
2. The Philippine Forest Corporation (PFC) to:
 - Publicize tomorrow, 31 January 2007, the first Invitation to Pre-qualify and Bid for the 47,980.57 has. projects for Jatropha plantation in Bicol.
 - Indicate the cost of other PFC activities related to Jatropha, i.e., purchase of Jatropha seeds, sale and distribution of planting materials, and training seminars.

For purposes of monitoring and reporting to the President on the implementation of these directives, please submit status reports of their implementation to: The Presidential Management Staff, Arlegui Street, Malacañan, Manila (Attention: The Head, Strategic Monitoring Group; Fax No. 734 2202).


RICARDO L. SALUDO

The Study for Mapping Policy and Topographic Mapping for Integrated National Development Plan in the Republic of the Philippines Meeting Record

Subject		Discussion on the next steps of the Study	
Date		February 19, 2007	10:00 AM
Place		Director's Office, NAMRIA Fort Bonifacio	
Participants	Study Team	1	Mr. Yutaka KOKUFU (Project Team Leader)
		2	Mr. Masashi TAKANO (Deputy Team Leader)
		3	Mr. Kiyofumi TAMARI (Aerial Photography/Field Identification)
		4	Ms. Corina MANANSALA (Support Staff)
		5	
		6	
		7	
	NAMRIA	1.	Jose Galo P. Isada, Jr. –Director, Mapping Department
		2.	Randolf Vicente – Asst. Director, Mapping Department
		3.	Joaquin Borja – OIC, Cartography Division, Mapping Department
		4.	Mr. Akira Suzuki – JICA Expert

AGENDA

1. The Main Agenda of the meeting is the discussion on the "next steps" of the Study

DISCUSSIONS

1. Mr. Takano mentioned that NAMRIA may proceed with the nation-wide implementation of the program/project through any of the following options:
 - a. The Study will proceed without the support from JBIC, and
 - b. The Study will be carried out along side with the ongoing medium scale base mapping activities of NAMRIA but it will be linked with disaster risk management to get support from JBIC.

In order to have an immediate response from the top management, Mr. Kokufu will meet with the NAMRIA Administrator to discuss the preferred options and resolutions to other project-related concerns.

2. Engr. Randolf Vicente raised that the training program for NAMRIA personnel has not yet carried out since the project started. He mentioned the significance of the training as it will help the Mapping Department in its ongoing map updating and enhancement activities using satellite imageries in support of the multi-hazard mapping. Hence, he requested the Consultants to provide the Department with a copy of the Technical Report which includes, among others, the methodology and standards for the updating 1:50,000 topographic maps using satellite imageries.
3. Engr. Vicente inquired on the variances of schedule and other related issues coming from NAMRIA's end considering that he was recently appointed as the OIC Assistant Director for Mapping. Mr. Kokufu responded to his query.
4. Mr. Kokufu raised the question if NAMRIA is aware of the project proposal regarding base mapping project submitted by the Philippine Forest Corporation to NEDA. He likewise stressed that there are now two (2) proposals submitted for review by the NEDA. One of which is from the PFC and the other is the CY-2002/2003 proposal but requested a copy of said proposal for review and/or appropriate section.
5. It was pointed out by Mr. Takano that the succeeding Capacity Development will focus only on the training of officials and employees of the Mapping Department.

Confirmed by:

Name

JOAQUIN P. PORIA, JR

RANDOLF S. VICENTE

Akira Suzuki

JOSE GABO ISADA

Yutaka KOKUFU

Kiyofumi TAMARI

Signatures



Date

March 8, 2007

March 8, 2007

March 8, 2007

8 March 2007

March 8, 2007

March 8 2007

**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Subject		Proposed presentation of Study progress	
Date		February 26, 2007	3:00 PM
Place		Director's Office, NAMRIA Fort Bonifacio	
Study Team	1	Mr. Yutaka KOKUFU (Project Team Leader)	
	2	Ms. Corina MANANSALA (Support Staff)	
NAMRIA	1.	Jose Galo P. Isada, Jr. -Director, Mapping Department	

AGENDA

1. A presentation focus on the flow of digital mapping using single satellite image, map accuracy, hazard mapping of NAMRIA and hazard mapping and topographic mapping of Nicaragua was suggested by the Study Team.
2. However, it was agreed that the contents of the presentation is too basic. The topics that are in the presentation were already presented before in the first progress report and were included in the Interim Report.
3. It was suggested that the presentation focus more on the progress report of the ongoing activity of the Study and a sample complete map sheet be shown.
4. Presentation for the Final Report was raised and it was agreed that a presentation will be conducted to the Technical Working Group of NEDA, Pampanga and NAMRIA in Metro Manila.

Confirmed by:
Name

JOSE GALO ISADA

Yutaka kokuku

Signature

Date

28 Feb 2007

28 Feb 2007

**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Date of Meeting : March 5, 2007
Time : 10:00 AM
Venue : Director's Office, Mapping Department
NAMRIA

Attendees :

JICA Study Team : Mr. Yutaka KOKUFU (Project Team Leader)
Ms. Corina MANANSALA (Support Staff)

NAMRIA : Mr. Jose Galo P. Isada, Jr.
Director, Mapping Department

CERTEZA : Mr. Reynaldo R. Adorador
President, Certeza InfoSys Corporation

FIRM LINK : Ms. Rowena C. Atchazo
Sales Manager
Mr. Fernando de Leon
Technical Support

Subject: Clarification on the Technical Specifications of the Digital Photogrammetry Systems and Drawing and Printing System for NAMRIA Study.

CONCERNS

1. The specifications provided by JICA to FirmLinx, provider of hardware requirements for the Study, was different from the original specifications done by the Study Team.
2. Several concerns were brought up by this problem: a. workstation for Digital Photogrammetry Software; b. video card, and; c. monitors.
3. For the workstations, FirmLinx has the equipment procured and ready for delivery. The computer brands are different and the type of disk space but both are suitable for digital photogrammetry software.
4. For the monitors, Mr. Adorador pointed out that the first type of monitor, the 21 inch DELL is ok but the second monitor should be CRT and suitable for 3D image processing. FirmLinx is willing to change the second monitor and stated that the price will be lower because CRT monitors are cheaper.
5. For the video card, the original specification done by the Study Team clearly indicated that it should be NVIDIA Quadro FX 4500. But the JICA specifications doesn't state any type of video card. FirmLinx is willing to provide said video card but there must be a meeting first with JICA. It is suggested that the video card be procured separately.
6. The price for the video card will be higher. So additional budget is needed to procure this type of video card.

7. There will be a test of compatibility between the hardware and software tentatively tomorrow, March 6, 2007. Due to the absence of a compatible video card, Mr. Adorador will lend his NVIDIA Quadro Video Card for the testing and 3D Mouse.
8. For the Drawing & Printing System, all specifications are ok.
9. FirmLinx changed Map Publisher version 6.2 to version 7.2 because of compatibility matter with Adobe Illustrator CS2.
10. Mr. Kokufu instructed FirmLinx that he may be informed for any further clarification or comments on the technical specifications.
11. Mr. Kokufu requested a catalog of hardware specifications from FirmLinx. This catalog will show the changes in specification together with the price. This is needed for upcoming talks with JICA regarding the specifications.
12. FirmLink will coordinate with Mr. Adorador on the specifications of the video card and monitors for Digital Photogrammetry Systems.
13. Mr. Kokufu, Mr. Adorador and FirmLinx will meet with JICA to explain the changes and comments on the technical specifications.

**The Study for Mapping Policy and Topographic Mapping for
Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Subject		TECHNICAL MEETING : Discussion on the Result of Spot Image and Mapping Schedule	
Date		March 6, 2007	Time: 2:00 - 3:30 pm
Place		Photogrammetry Office	
Participants	Study Team	1	Mr. Yutaka KOKUFU
		2	Mr. Kiyofumi TAMARI
	NAMRIA	1	Director Isada
		2	Jack Borja, Jr.
		3	Jose Villanueva
		4	Joselito Eugenio
		5	Nicandro Parayno
	JICA	1	Akira SUZUKI
2		Kenji CHUJO	
<ul style="list-style-type: none"> • Mr. Yutaka Kokufu discussed that due to inability of SPOT Tokyo to provide SPOT Stereo coverage for the study area, alternative SPOT images with overlap will be used. The images will be procured through CERTEZA Infosys. • The 2nd year of the project is on schedule except that training which was supposed to be undertaken November last year was postponed this year as the equipment requested has not yet been procured yet. • Mr. Tamari presented a sample of SPOT Image with the digitized lines and polygon data covering Tarlac including map symbols. • The following were discussed and agreed upon on the four map sheets assigned to NAMRIA: <ul style="list-style-type: none"> - Digitizing of features will be done on this ortorectified image. Mr. Tamari discussed that digitizing can be done in 3 weeks and editing in 2 weeks. - Digitizing will start with line data (ex. Roads, rivers) followed by polygon limits of vegetation. Field identification data done previously will be provided by Mr. Tamari. - The plotting work will be done by photogrammetry and cartography personnel. - The plotting work on the four map sheets should be completely by June 2007. - Mr. Tamari will conduct on the job training to 4 NAMRIA personnel in preparation in preparation of plotting sheet the next day, March 7, 2007 - Existing contour lines will be edited based on new satellite images. 			

- The sheet layout marginal information contour lines which was provided by Mr. Tamari for comment will be submitted by Friday, March 9, 2007 by jack Borja

Confirmed by:
Name

Signature

Date

Mr. Yutaka KOKUFU
Mr. Kiyofumi TAMARI
Mr. Akira SUZUKI
Mr. Kenji CHOJU
Dir. Jose Galo Isada, Jr.
Mr. Joaquin Borja, Jr.
Mr. Rogelio Dais
Mr. Jose Villanueva
Mr. Joselito Eugenio
Mr. Nicandro Parayno






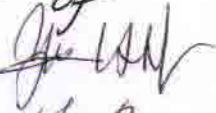




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**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Subject		Discussion on Training Schedule		
Date		June 6, 2007	Time: 9:30 am	Venue: Director's Office
Place				
Participants	Study Team	1	Yutaka KOKUFU	
		2	Nobuhiro SATA	
		3		
		4		
		5		
		6		
		7		
	NAMRIA	1	Dir. Isada	
		2	Asst. Dir. Randy Vicente	
		3	Ofelia Castro	
<ol style="list-style-type: none"> 1. Mr. Kokufu discussed that the purpose of the on-the-job training is to define the methodology as agreed upon between JICA and NAMRIA. He also informed that the Basic Training for Socetset have already started last June 4, 2007 and being facilitated by Certeza. 2. The JICA Study Team will start the training for NAMRIA technical personnel next week, June 11, 2007 on the three (3) modules: These include: (a) single satellite imagery; (b) aerial photographs; and (c) stereo pair of satellite imageries. Procedural techniques will be used for stereo satellite. In this regard, the JST requested for the list of participants who will be attending the training program but Ms. Ofelia Castro requested that the participants will be the same as those who have attended the Basic Training for Socetset. 3. On aerial triangulation, it was suggested that participants should come from the Photogrammetry Division while the participants for the mono satellite should come from the Cartography Division. 4. Mr. Kokufu informed the group that Mr. Tamari will arrive on June 14, 2007. His assignment will be on data editing and to facilitate the field compilation survey. Furthermore, he said that Mr. Randy Vicente can then discuss with Mr. Tamari regarding former's concern on the map sheets. Mr. kokufu also mentioned that there are seven (7) map sheets that are already finished. 5. NAMRIA will prepare four (4) teams to do the field verification, compilation and accuracy check. 6. Director Isada suggested to provide copy of the Draft Report of the Project for the TWG members of the Project for the TWG members of NEDA Region III, for comment and suggestions. Mr. Kokufu requested for the names of the TWG members. 				

Confirmed by: Name	Signature	Date
Director Jose Galo Isada, Jr.		24 July 07
Asst. Dir. Randy Vicente		24 July '07
Ofelia Castro		24 Jul '07
Yutaka Kokufu		24 July, 07
Nobuhiro Sata	5/2 97	24 July, 07


**The Study for Mapping Policy and Topographic Mapping
for Integrated National Development Plan in the
Republic of the Philippines
Meeting Record**

Subject		PROJECT UPDATE ON THE STUDY OF MAPPING POLICY & TOPOGRAPHIC MAPPING			
Date		June 20, 2007	Time: 10:00 am		
Place		OFFICE OF THE DIRECTOR			
Participants	STUDY TEAM	1	Yutaka KOKUFU		
		2	Kiyofumi TAMARI		
		3	Junichi KOSEKI		
		4	Hisashi MORI		
		5	Nobuhiro SATA		
		6	Hisashi MORI		
	NAMRIA	1	Dir. Jose Galo Isada, Jr.		
		2	Asst. Dir. Randolph Vicente		
		3	Ofelia Castro, Chief Photogrammetry Division		
		4	Joaquin Borja, Cartography Division		
		5	Donmari Camua, Secretariat		
AGENDA:					
<ol style="list-style-type: none"> 1. Request and arrangement of counterpart on "map specifications and standards" for Mr. Koseki, and for Mr. Mori on "Human Resource Development" 2. Schedule of Field Compilation Work. 3. Progress report of OJT. 4. Report of Map Database (1:50,000) 					



HIGHLIGHTS:

1. The JST lead by Mr. Kokufu, requested NAMRIA to provide assistance through a counterpart regarding the formulation of map specifications and standards and for a counterpart for Mr. Mori in the gathering and assessment of required Human Resource data. Mr. Mori further discussed the steps/objectives of his study. These were:
 - a. To confirm and define the items which should be strengthened to comply with the technical specifications;
 - b. To categorize the level of staff by grading 1 to 3 according to the current applied grades given to each staff. This will easily define what components of training/ skill upgrades are to be adopted for each staff;
 - c. To determine the most appropriate training programs for each staff after proper consultation on the contents with the division chiefs;
 - d. Formulate detailed training programs including periods, number of personnel, lecturers and so on; and
 - e. Finalize the human resource development program based on the results of the study.
2. Mr. Tamari gave an update on the status of the mapping activities and presented the areas for field compilation. He noted that the map sheets covering Dagupan, San Carlos, Binalonan, and Cuyapo are still being edited by the NAMRIA Counterpart. Map sheets covering Mt. Pinatubo, Angeles, San Miguel, Olongapo, Guagua, Malolos City and Angat had been plotted, edited, and shall be subject of field editing. Map sheet of Camiling is included in the scheduled field edit. Field editing was scheduled on the 25 – 29 June 2007 and on 5 – 9 July 2007. This is to give way for the participation of staff in NAMRIA's 20th Foundation Celebration to be held on 4 July 2007. A meeting between Mr. Borja and Mr. Tamari was scheduled around 2:00 pm to further discuss the schedule of work in the field compilation.
3. Asst. Dir. Vicente requested assistance from the JICA consultants to resolve with Mapping Department's technical staff the spatial inconsistencies encountered on data conversion and rectification. Some inconsistencies involved the poor quality / resolution of the used SPOT Images that led to the use of Google Earth for reference. A possible study to include this matter (i.e. the use of Google Earth and other similar technologies) was raised and requested. He also requested the inclusion of the proper documentation of the processes/ procedures and detailed flow chart on map productions under the project and processes used in their training for ready reference. Moreover, reports and analyses of the staff's output was stressed by NAMRIA to be taught or studied by the JST to aid the supervisors in quality checking and control of their staff's work/ outputs.
4. A training program regarding the compilation of field edit data was scheduled on July 2007 to be conducted by Mr. Tamari. A JICA expert will arrive to handle training on cartographic enhancement and printing aspects. Moreover, JICA consultants were requested to give experts' advice on the number of control points for orthorectification.
5. The JICA Technical Staff lead by Mr. Elmer Palmario is currently undertaking the development of a map database for all existing DMA topographic map sheets. Information such as percentage of land area covered, contour density, planimetric density and date of printing are included in the said database. The database will be completed by the end of July 2007 and NAMRIA will be provided with the results including the software used for this purpose.
6. On nationwide production, NAMRIA suggested that the study should consider new map sheets (e.g. the Kalayaan Group of Island, Scarborough Shoal as map inset, etc.) and those sheets wherein reproducibles are already missing
7. The meeting adjourned at 12:30 PM.

Confirmed by: Name	Signature	Date
Yutaka KOKUFU Kiyofumi TAMARI Junichi KOSEKI Hisashi MORI Hisashi MORI Nobuhiko SATA Dir. Jose Galo Isada, Jr. Asst. Dir. Randolph Vicente Ofelia Castro, Chief Photogrammetry Div. Joaquin Borja, OIC-Chief Carto Div		13 July 07 18 July '07 13 July 07 13 July 107