

*Office of the President*

March 25, 1999

**MEMORANDUM NO. 28**  
**Series of 1999**

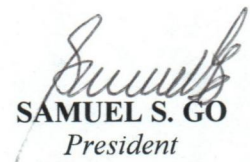
**TO :** Prof. Efren B. Saz, CSR – Team Leader  
Dr. Basilio A. Dabuet, CSR - Member  
Dr. Edwin A. Balbarino, FARM I - Member  
Dr. Salvador C. Dagoy, ODEx-NFE – Member  
Ms. Marites A. Sales, ODEx-NFE - Member

**SUBJECT :** Evaluation team to represent ViSCA in the Evaluation of Ormoc City's  
Agricultural Services Delivery System

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You are hereby designated as Team Leader and Members of the evaluation team representing ViSCA in the Evaluation of Ormoc City's Agricultural Services Delivery System, as approved by the Sangguniang Panlungsod of Ormoc City (See Attachment A: Resolution No. 99-40 and Attachment B: Proposal).

Please be guided accordingly.

  
**SAMUEL S. GO**  
President

REPUBLIKA NG PILIPINAS  
SANGGUNIANG PANLUNGSOD  
LUNGSOD NG ORMOC

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE EIGHTH  
SANGGUNIANG PANLUNGSOD NG ORMOC HELD AT THE HONORABLE  
PLACIDO ENECIO HALL, SANGGUNIANG PANLUNGSOD  
BUILDING ON MARCH 18, 1999

PRESENT:

Hon. Celso P. Adolfo,	City Vice Mayor & Presiding Officer
Hon. Jose S. Serafica,	City Councilor, Floor Leader
Hon. Nepomuceno P. Aparis I,	City Councilor, Assistant Floor Leader
Hon. Dennis Y. Capuyan,	City Councilor
Hon. Mariano Y. Corro,	City Councilor
Hon. Sotero M. Pepito,	City Councilor
Hon. Alfredo F. Capahi,	City Councilor
Hon. Eduardo P. Tan,	City Councilor
Hon. Jose C. Alfaro, Jr.,	City Councilor
Hon. Claudio P. Larrazabal,	City Councilor
Hon. Chiqui B. Labagala,	City Councilor
	Ex-Officio City Councilor, SK Federation President

ABSENT:

Hon. Benjamin B. Lladoc,	(Deceased),	City Councilor
Hon. Fernando P. Parrilla,	(Forced Leave),	Ex-Officio
City Councilor, Chapter President,	Liga ng mga Barangay ng Ormoc	

RESOLUTION NO. 99-40

A RESOLUTION APPROVING THE PROPOSED EVALUATION ACTIVITY  
OF ALL THE AGRICULTURE PROJECTS IMPLEMENTED IN THE CITY  
OF ORMOC BY AGRICULTURAL TRAINING INSTITUTE (ATI),  
VISAYAS STATE COLLEGE OF AGRICULTURE (VISCA) AND THE  
DEPARTMENT OF AGRICULTURE REGIONAL FIELD UNIT 8 (DA-  
RFU8).

WHEREAS, this Sanggunian is in receipt of CAFC Resolution No. 01 s.  
1999 entitled, "A RESOLUTION ADDRESSED TO THE CITY MAYOR HON. EUFROCINO  
M. CODILLA, SR., REQUESTING FOR APPROVAL TO CONDUCT AN EVALUATION OF ALL  
THE AGRICULTURE PROJECTS IMPLEMENTED IN THE CITY OF ORMOC UNDER THE CITY  
AGRICULTURAL SERVICES OFFICE AND CITY VETERINARY SERVICES OFFICE";

WHEREAS, said resolution mentions of the City Agriculture and  
Fisheries Council's (CAFC) proposal for an evaluation of the  
agricultural services delivery system of Ormoc in order to establish  
benchmark information on the status of agricultural development in the  
city in preparation for the Agriculture and Fisheries Modernization Act  
(AFMA) implementation wherein evaluation findings can guide the city in  
strengthening its agriculture sector which comprises 61 per cent of the  
city's economy;

WHEREAS, this august Body has considered said request reasonable  
and beneficial, hence, same be accorded due course of action;

WHEREFORE, foregoing premises considered, on motion of Councilor  
Claudio P. Larrazabal, Chairman, Committee on Agriculture, duly seconded  
by Councilor Sotero M. Pepito; be it



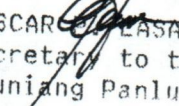
RESOLVED, AS IT IS HEREBY RESOLVED, to pass a resolution APPROVING THE PROPOSED EVALUATION ACTIVITY OF ALL THE AGRICULTURE PROJECTS IMPLEMENTED IN THE CITY OF ORMOC BY AGRICULTURAL TRAINING INSTITUTE (ATI), VISAYAS STATE COLLEGE OF AGRICULTURE (VISCA) AND THE DEPARTMENT OF AGRICULTURE REGIONAL FIELD UNIT 8 (DA-RF08);

ADOPTED, March 18, 1999.

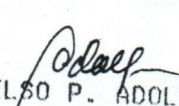
RESOLVED, FURTHER, to furnish copies of this resolution each to the Regional Director, Department of Agriculture, Region 8 Tacloban City, the Department of Agriculture Regional Field Unit 8 (DA-RF08); the Visayas State College of Agriculture (VISCA), Baybay, Leyte; the Honorable City Mayor of Ormoc, Eufrocino M. Codilla, Sr.; the City Agricultural Officer and others concerned, - in Ormoc City;

CARRIED UNANIMOUSLY.

I HEREBY CERTIFY to the correctness of the foregoing resolution.

  
OSCAR M. LASAM  
Secretary to the  
Sangguniang Panlungsod

ATTESTED:

  
CELSO P. ADOLFO  
City Vice Mayor & Presiding Officer

# **EVALUATION OF THE AGRICULTURAL SERVICES DELIVERY SYSTEM OF ORMOC CITY (A Proposal)**

## **Rationale**

In response to the Agriculture and Fisheries Modernization Act (AFMA), the City Agriculture and Fisheries Council (CAFC) of Ormoc City proposes an evaluation of the agricultural services delivery system of Ormoc so as to establish benchmark information on the status of agricultural development in the city, in preparation for the AFMA implementation. Evaluation findings can guide the city in strengthening the agriculture sector, which comprises 61 percent of Ormoc's economy.

Since AFMA empowers the State Universities and Colleges in the promotion of extension excellence among local government units in complementation with the Department of Agriculture (DA) to accelerate and sustain agricultural modernization, CAFC shall request the Visayas State College of Agriculture, which AFMA has identified as the Regional University, and DA's Regional Field Unit 8 (DA-RFU 8) and Agricultural Training Institute-Regional Training Center-8 (ATI-RTC 8) to conduct the evaluation.

## **Objective**

To assess the agricultural services delivery system of Ormoc City following the CIPP (Context-Input-Process-Product) Method:

Context of the agricultural services delivery system

- Mandate/function
- Structure
- Program (by sector: grain, HVCs, livestock, fisheries)

Input

- Manpower resources
- Financial resources
- Facilities

Process

- Program strategies

Product

- Impact

## **Methodology**

The evaluation, following the CIPP method, shall be conducted as presented in Table 1.



Table 1. Matrix of the evaluation method.

INDICATOR	DATA NEEDED (1995-99)	METHOD	SOURCE
<i>Context</i>			
Mandate/function (Vision-mission-goals-objectives)	Description of mandate/functions	Content analysis of documents	Documents of CASO, CVSO
	Knowledge and perceptions of service providers and clientele	Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, clientele
Structure (Organizational and functional structures, staffing patterns)	Program administration and evaluation mechanisms	Content analysis of documents	Documents of CASO, CVSO
	Description of organizational and functional structures, staffing patterns  Knowledge and perceptions of service providers and clientele	Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, clientele
Programs/ projects implemented (Local-, national- and other organization-funded)	Development plans	Content analysis of documents	Documents of CASO, CVSO
	Samples of modules for training programs  Knowledge on the plans and programs	Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, clientele
<i>Inputs</i>			
Manpower resources	Competencies, expertise, in-service/degree training  Qualification-Job description Match  Staff development  Number-Clientele/ population/area Ratio  Frequency of contact  Mobility  Others	Content analysis of documents  Key informant interviews	Documents of CASO, CVSO  CASO, CVSO, LGU-Ormoc personnel, clientele
Linkages with other agencies, NGOs, etc.	Collaborative projects with other agencies, NGOs, private sector, etc.	Content analysis of documents	Documents of CASO, CVSO
Financial resources	Budget, vis-à-vis Ormoc City's total budget	Content analysis of documents	Documents of CASO, CVSO
	Validation of budget	Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, Budget officer
Facilities	Available equipment	Content analysis of documents	Documents of CASO, CVSO
<i>Process</i>			
Strategies in program implementation	Work plan	Content analysis of documents	Documents of CASO, CVSO
	Knowledge on the plans and programs	Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, clientele



Table 1. Matrix of the evaluation method (Continued).

INDICATOR	DATA NEEDED (1995-99)	METHOD	SOURCE
<i>Product</i>			
Impact (Based on intended/unintended objectives)	(Shall depend on the objectives)	Content analysis of documents	Documents of CASO, CVSO
		Key informant interviews	CASO, CVSO, LGU-Ormoc personnel, clientele

### Other Data Needed

1. General socio-economic data of Ormoc City, e.g. Land use (Plan and Actual), Population

### Resource Requirements

With financial support from the City Government of Ormoc, the resources required in the conduct of the evaluation are listed in Table 2.

Table 2. Resource requirements.

ITEM DESCRIPTION	QUANTITY	UNIT COST (P)	TOTAL COST (P)
<i>Personal Services</i>			
Clerk	2	(CASO, CVSO staff)	
<i>Equipment</i>			
Computer and printer	2	(CASO, CVSO property)	
Vehicles	2	(CASO, CVSO/City Government property)	
<i>Supplies</i>			
Bond paper	2 reams	(CASO, CVSO property)	
Pencil, Mongol No. 2	2 boxes (1-doz cap.)	(CASO, CVSO property)	
Ballpoint pen, black, Uni	12 pieces	(CASO, CVSO property)	
Floppy disks, 3.25"	1 box	(CASO, CVSO property)	
Continuous paper	1 box	(CASO, CVSO property)	
Computer ribbon	2 boxes	(CASO, CVSO property)	
<i>Other Services</i>			
Photocopying	100 pages	0.50/page	500.00
Binding	10 sets	30.00/set	300.00
<i>Meals and Lodging</i>			
Meals (3 per day), Snacks (2 per day), and Lodging	For 5 days, 15 persons	500/head/day	37,500.00
GRAND TOTAL			38,300.00

### Timetable

The evaluation shall follow the schedule in Table 3.

Table 3. Schedule of activities.

ACTIVITY	TARGET DATE	RESPONSIBLE UNITS
Pre-evaluation conference with CASO and CVSO	March 25, 1999	ViSCA, DA-RFU, ATI-RTC, CAFC
Evaluation (field work) and report writing	April 19-23, 1999	ViSCA, DA-RFU, ATI-RTC, CAFC
Final report reproduction	April 26-29, 1999	ViSCA, DA-RFU, ATI-RTC, CAFC
Post-evaluation conference with CASO and CVSO	April 30, 1999	ViSCA, DA-RFU, ATI-RTC, CAFC
Presentation of evaluation findings during Sangguniang Panlungsod caucus	May 10, 1999	ViSCA, DA-RFU, ATI-RTC, CAFC, Sangguniang Panlungsod
Presentation of evaluation findings during Sangguniang Panlungsod Regular Session	May 14, 1999 (Subject to SP advise)	ViSCA, DA-RFU, ATI-RTC, CAFC, Sangguniang Panlungsod, Mayor's Office