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SUBJECT: GUIDELINES ON URBAN BIODIVERSITY MANAGEMENT PLANNING PROCESS

Pursuant to Republic Act No. 7160 also known as the *Local Government Code of 1991*, the DENR Administrative Order 2016-12 entitled *Adopting the Philippine Biodiversity Strategy and Action Plan 2015-2028,* and other existing rules and regulations and support policies, this Guidelines for the Urban Biodiversity Management Planning Process is hereby issued for the information and guidance of all concerned.

Section 1. **Objectives.** This Guidelines aims to provide the standard for the formulation of urban biodiversity management plan. This will also provide guidance on the management strategies and interventions needed for the area as well as basis for the monitoring and review of the concerned DENR Offices.

Section 2. **Scope and coverage**. This Guidelines shall apply to all urban areas[1] as defined by National Statistical Coordination Board (NSCB) which include the following criteria:

i. If a barangay has a population size of 5,000 or more, then a barangay is considered urban, or
ii. If a barangay has at least one establishment with a minimum of 100 employees, a barangay is considered urban, or
iii. If a barangay has 5 or more establishments with a minimum of 10 employees, and 5 or more facilities within the two-kilometer radius from the barangay hall, then a barangay is considered urban.

Further, all barangays in the National Capital Region are automatically classified as urban and all highly urbanized cities would be subjected to the urban-rural criteria in order to determine its urban-rural classification. All other barangays are therefore classified as rural.

Section 3. **Management Planning Process**. Effective management of biodiversity in urban areas required the development of an Urban Biodiversity Management Plan. The Plan shall ensure that the issues, concerns, threats, and opportunities are adequately described and corresponding strategic actions and actors are identified towards enhanced biodiversity and ecosystem services in urban areas.

[1] Definition was lifted from NSCB Resolution No. 9: Adoption of the Operational Definition of Urban Areas in the Philippines.

The Urban Biodiversity Management Plan covering a ten-year timeframe shall be developed through a multi-stakeholder participation during the development and implementation. The plan shall highlight the role of urban planning, coordination and management as pillars to ensure that biodiversity conservation is a vital part of economic development. The management plan shall also mainstream climate change adaptation, disaster risk reduction, and financing mechanisms.

The formulation of the urban management plan involves the following process:

a) **Pre-planning phase**. In this stage, all data and information of all the open/green spaces/parks potential for greening in the city are compiled, reviewed and analyzed in accordance with BMB TB 2018-02. Activities includes:
   - Characterization of the existing biodiversity, resources and conditions (includes the biological, physical and socio-economic baseline and maps that are useful to the management planning);
   - Identification of local City's Biodiversity Index;
   - Identification and assessment of existing plans and policies;
   - Identification of issues, concerns, threats, and opportunities (including key management issues and planning concerns); and
   - Identification and engagement of stakeholders.

b) **Drafting of management plan**. In this phase, the Urban Biodiversity Composite Team shall identify and develop the vision, goals, strategies, management principles and zoning that will guide the management of the green spaces. Activities shall include the:
   - Development of management vision, mission, goals, and objectives;
   - Identification of management strategies, interventions, and activities including zoning;
   - Preparation of Implementation Plan; and
   - Development of Financial plan.

c) **Finalization and approval of management plan**. Upon the recommendation of the DENR-LGU Urban Biodiversity Composite Team, the DENR Regional Executive Director shall approve the management plan.

d) . The DENR Regional Office shall endorse the Management Plan to the concerned Local Government Unit (LGU) for the adoption of the Plan through ordinance or resolution.

The flowchart for the planning process is provided in ***Annex A***.

Section 4. **Outline of the Management Plan**. The management plan shall consist of the following sections:

4.1. Executive summary. This provides the summary of the management plan.

4.2. Introduction. This contains the purpose of the plan, overview of the current status of greens spaces, economic and environmental situation in the city and brief description of the planning processes.

4.3. Area Profile. This contains the following information:
   4.3.1. Geographical location.
   4.3.2. Physical features - include spatial representations/maps following the 1:10000 scale.
   4.3.3. Green spaces/parks - description of each park as well as the existing facilities in the park, size per green space/park; total area of all green spaces/parks; existing include map.
   4.3.4. Biological features.
   4.3.5. Socio-economic features.
   4.3.6. Environmental Issues and Concerns.

4.4. Past and present initiatives. This shall contain past and current activities implemented by government (local and/or national), NGOs, CSOs, and private sector. Shall be supported with maps/tables/figures; documentation of past and current initiatives.

4.5. Vision, Mission, Goals.

4.6. Management strategies and interventions.

The outline of the template for the Management Plan is provided in ***Annex B*** hereof.

Section 5. **Management Plan Implementation**. Implementation Plan shall be prepared for the duration of the Management Plan. This will detail how the Urban Biodiversity Management Plan shall be implemented in terms of activities, outcome, timeframe, responsible agencies, the resources needed, budget, success indicators and the means of verification. The template is provided in ***Annex C*** hereof.

Work and Financial Plan (WFP) shall be prepared to provide a more detailed guidance for the prioritization and implementation of the programs and projects. The WFP shall be endorsed and submitted by the CENRO/PENRO to the Regional Office for approval.

The Urban Biodiversity Management Plan shall be integrated with the local development plans such as, but not limited to, the Comprehensive Land Use Plan (CLUP) and Comprehensive Development Plan (CDP) of the LGUs. The DENR Regional Executive Director shall approve the management plan and shall endorse the Management Plan to the concerned Local Government Unit (LGU) for the adoption of the Plan through ordinance or resolution.

Section 6. **Monitoring and Evaluation**. The BMB, in coordination with the concerned DENR Regional Office, shall conduct annual monitoring on the status of the implementation of the Urban Biodiversity Management Plan. The monitoring and evaluation shall be carried out to measure the performance and the achievement of the targets set in the Management Plan.

The monitoring and evaluation shall be conducted every 3 years in time with the updating of the local sectoral plans. The monitoring and evaluation shall identify indicators to assess management effectiveness and feedback mechanism to feed in to implementation scheme.

Section 7. **Reporting.** The Regional Office shall submit annual reports on the status and progress of program implementation to BMB. The BMB shall prepare the status of urban biodiversity conservation for incorporation to and updating of the Philippines Biodiversity Strategy and Action Plan (PBSAP) implementation report, as well as to the Philippine Development Plan.

Section 8. **Review and updating**. The DENR Regional Office together with the concerned LGU shall review and update the Urban Biodiversity Management Plan at least every 5 years.

Section 9. **Roles and Responsibilities.** The DENR Regional Office, in coordination with the Local Government Unit shall create the Urban Biodiversity Composite Team composed of representatives from the Conservation and Development Division (CDD) and concerned PENR/CENR Office of the DENR as well as representatives from LGU through its City Environmental Office (City ENRO) and City Planning and Development Office (CPDO).

The Urban Biodiversity Composite Team shall facilitate the development of the Urban Biodiversity Management Plan as well as its integration with the local development plans of the LGUs.

The Regional Office shall support the formulation/updating and implementation of the Urban Biodiversity Management Plan. It shall likewise ensure the participation of stakeholders in the planning process and the plan implementation.

The BMB shall provide policy guidance and technical assistance in the formulation, implementation, review, and monitoring of the Urban Biodiversity Management Plan.

Section 10. **Funding.** The DENR shall allocate necessary funding for the conduct of activities related to the formulation and implementation of the Urban Biodiversity Management Plan.

Section 11. **Effectivity.** This Bulletin shall take effect immediately and shall be circulated for the information and guidance of all concerned.

EDILBERTO DC LEONARDO

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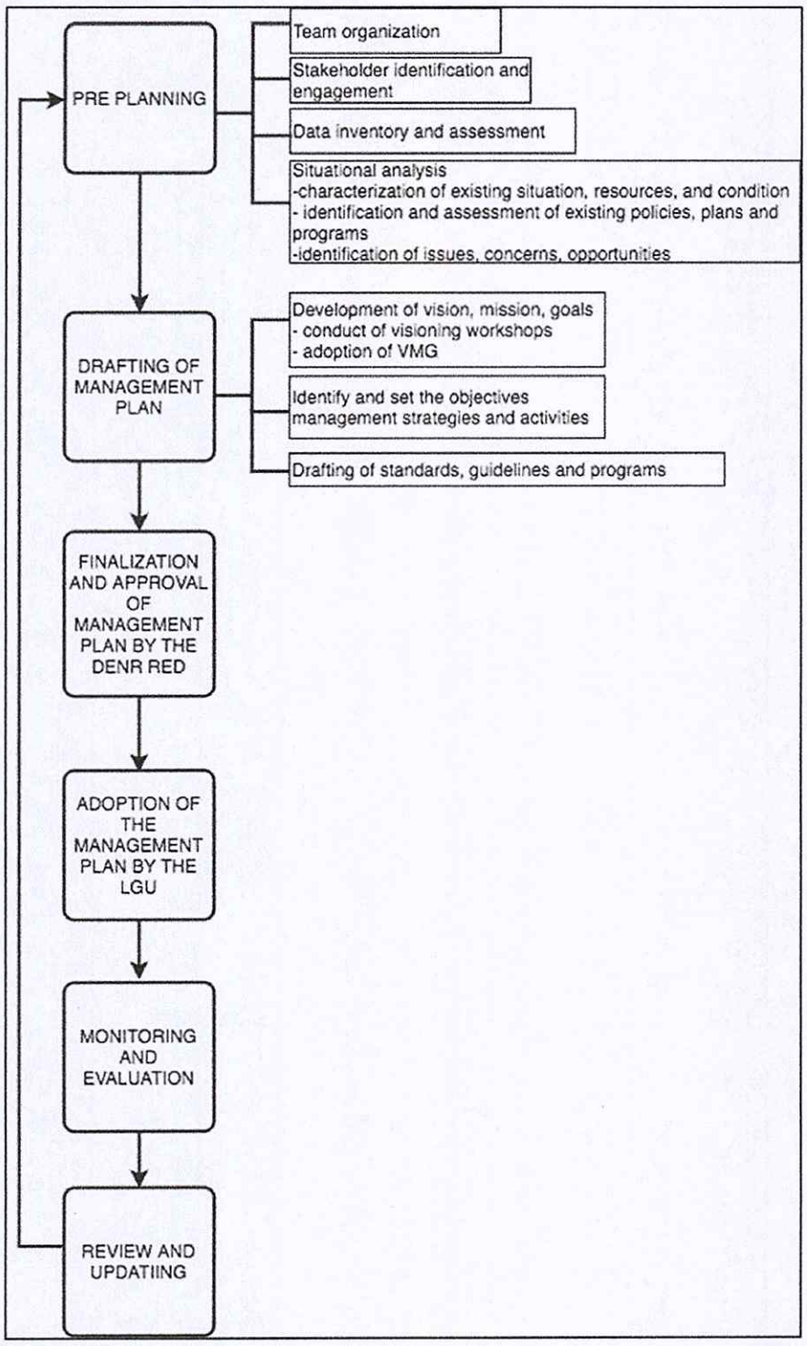
Annex A. Urban Biodiversity Management Planning Process



Annex B. OUTLINE FOR URBAN BIODIVERSITY MANAGEMENT PLAN

Title Page
Foreword
Table of contents
Executive summary
List of acronyms and abbreviations

I. Introduction

a. Purpose of the Plan
b. Links between resource use and conservation needs
c. Brief description of the planning processes *(documentation to be part of the annexes)*

II. Area Profile

a. Geographical location
   i. *Shall include map of area with information on coordinates, administrative/legal jurisdiction, boundaries and accessibility.*

b. Physical features (include spatial representations/maps) of the following:
   i. Land resources (general land use, land classification, urban land use pattern)
   ii. Topography (slope, elevation)
   iii. Geology (rock formations, landforms, soil profile, land capability classes) including geologic hazards (include areas susceptible to landslides, erosion, subsidence, sinkholes, sea level rise, liquefaction, flooding; fault lines, volcanoes nearby and bedrock formation; show hazard maps, as needed)
   iv. Coastal resources
   v. Freshwater resources
   vi. Climatic condition
   vii. Hydrology (surface/groundwater source, surface drainage [inflow/s and outflow/s, water quality [including water chemistry and sedimentation load and whether polluted or not], classification of water bodies, flooding/tidal regime, if applicable)
   viii. Climatology and hydrometeorology (climate type, climate zone, precipitation, mean temperature, wind, tidal patterns [for coastal wetlands] and extreme events; include trends and projections of climate variables, if possible)
   ix. Conservation areas and other special interest areas

c. Green spaces/parks (size per green space/park; total area of all green spaces/parks; include map)

AREA COVERAGE *(contains data on the land occupied by the green space expressed in square meters. This category identifies the actual uses and activities in the area. It also enumerates the ancillary services provided to the visitors) (in hectares)*	
a. Total area	
b. Area planted	
c. Other functional uses, please specify	
d. Urban Green Space Facility	
e. Ancillary Services	
f. Pavements/ Walk Trail Facility	
g. Urban Green Space Uses and Activities	

d. Biological features

VEGETATION/FLORA STRUCTURE *(this contains data and information the kinds of flora species found and the levels of species richness and diversity)*	
Total vegetative cover (in hectares)	
Total number of trees Endemic Native/Indigenous Exotic	
Other vegetation Endemic Native/Indigenous Exotic	

i. *Flora and fauna- economically important, rare and threatened species, seasonal/migratory species*
ii. *Vegetative cover*
iii. *Feeding, nesting, rest areas, and breeding sites*

FAUNA STRUCTURE *(this contains data and information on the kinds of fauna species found and the levels of species richness and diversity)*	
a. Type of fauna species (list down) - Endemic - Native/Indigenous - Exotic	
b. Total number of fauna species - Endemic - Native/Indigenous - Exotic	

e. Socio-economic features
i. *Demographics (Population [sex-disaggregated], Migration, Resettlement, Age distribution, Roles of men and women, ethnography)*
ii. *Economics (Income and livelihood sources, Work/Employment profile, Rest and recreation patterns [impact on land use], industries, natural-resource use)*
iii. *Health and Sanitation*
iv. *Social services (e.g. hospital/health centers, schools, local government centers, police stations, fire stations, military detachments, etc.)*

f. Environmental Issues and Concerns
i. *Air Quality and Air Pollution Control*
ii. *Water Quality and Wastewater Management*
iii. *Solid Waste Management*
- *Natural and Environmental Hazards and Disaster Risk Area*
- *Disturbance of habitat, Noise pollution control*
- *Soil Erosion*

III. Past and present initiatives *(Shall include past and current activities implemented by government (local and/or national), NGOs, CSOs, private sector. Shall be supported with maps/tables/figures; documentation of past and current initiatives)*

IV. Vision, Mission, Goals

a. Vision statement *(description of the future state that the plan wants to attain).*

b. Mission statement (*statement of the methods, ways and means to attain the vision).*

c. Goals (*General statement of a problem that needs to be resolved and shall be attainable in 10 yrs; the desired outcome if the critical issues identified in the situational analysis are addressed. Goals to be considered may be on development of green spaces, urban biodiversity assessment and monitoring ecological restoration or rehabilitation, ecotourism, sustainable livelihood/biodiversity-friendly enterprises, CEPA, institutional development, green infrastructure, improvement of habitat and ecosystems services).*

V. Management strategies and interventions

a. Include spatial representation; shall apply principles of ecosystems-based management).

b. Different approaches that will integrate management activities to address issues identified in the situational analysis.

c. Actions such as but not limited to *(may vary from area to area):*
   i. Resource Protection and Management
   ii. Ecological Restoration
   iii. Waste Management
   iv. Green spaces/park zoning
   v. Sustainable Ecotourism *(with possible linkages with other tourism circuit)*
   vi. Visitor Safety/Management
   vii. Social Marketing/IEC Campaign
   viii. Human Resources Development/Capacity Building
   ix. Livelihood Development
   x. Research and development *(including area/species assessments)*
   xi. Local Policy
   xii. Gender and development
   xiii. Vulnerability Assessment
   xiv. Indigenous Peoples Concerns
   xv. Adaptation to climate-related hazards

(Note: Relationship of goals to strategies/proposed actions can be expressed through a logical framework analysis)

VI. Financial Plan

a. Cost of plan implementation
b. Fund sourcing/revenue generation strategies
c. Financial Sustainability Mechanism

VII. **Monitoring and Evaluation and Feedback mechanism** *(who and what to do, when to do, identify indicators to assess management effectiveness, feedback mechanism to feed in to implementation scheme). Monitoring shall be updated every 3 years.*

VIII. **References**

IX. **Annexes**

a. Local City's Biodiversity Index Result
b. Maps, pictures or aerial photos
c. Resolutions adopting the plan (DENR and LGU)
d. Planning process documentation

Annex C. Implementation Plan Template

PROGRAM	ACTIVITIES	OUTCOME	TIMEFRAME			LEAD/RESPONSIBLE AGENCY/IES AND PARTNERS	RESOURCES NEEDED	BUDGET	INDICATORS	MEANS OF VERIFICATION
			S	M	L					
Strategy 1:										
Objective/s:										
Strategy 2:										
Objective/s:										

**Implementation plan shall be updated every 3 years.*
**Short Term (3 years – Annual Work and Financial Plan)*
**Medium Term (5 years)*
**Long Term (10 years)*