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DEPARTMENT OF SCIENCE AND TECHNOLOGY

Cordillera Administrative Region



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NARRATIVE REPORT

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**Department of Science and Technology
Cordillera Administrative Region**

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ABBREVIATIONS:

- a. PCW – Philippine Commission on Women
- b. WEE – Women’s Economic Empowerment
- c. MSMEs – Micro, Small and Medium Enterprises
- d. DOST-CAR – Department of Science and Technology-Cordillera Administrative Region
- e. DTI-CAR – Department of Trade and Industry-Cordillera Administrative Region
- f. DA-CAR – Department of Agriculture-Cordillera Administrative Region
- g. RGADC-CAR – Cordillera Regional Gender and Development Committee
- h. GAD – Gender and Development
- i. FDA-LTO – Food and Drug Administration-License to Operate
- j. WFP – Work and Financial Plan
- k. PHILMECH – Philippine Center for Post-Harvest Development and Mechanization
- l. PSTC – Provincial Science and Technology Center
- m. GREAT Women – Gender Responsive Economic Actions for the Transformation of Women
- n. PMO – Project Management Office

1. Executive Summary

The Government of Canada in partnership with the Philippine Commission on Women (PCW) has granted the Philippines a funding for a project geared towards women economic empowerment. The Supporting Women's Economic Empowerment (WEE) Project builds on the results and lessons learned from the GREAT Women Project 2006-2013. GREAT stands for Gender Responsive Economic Actions for the Transformation of Women. The project's intended beneficiaries are women-lead, women-owned and women-managed Micro, Small and Medium Enterprises (MSMEs) in the Philippines.

In view of this objective, PCW partnered with agencies that are involved in assisting MSMEs in the specific industries enumerated by the Government of Canada for the project.

The Department of Science and Technology- Cordillera Administrative Region (DOST-CAR), Department of Agriculture (DA-CAR) and Department of Trade and Industry (DTI-CAR) were chosen as the major partner implementing agencies of the PCW in the region. The three (3) agencies were tasked to enroll MSMEs in the project, particularly under the Coffee and Home-style and Wearables Industry Clusters.

Coffee and Home-Style and Wearables are one of the most widely undertaken industries in the Region. This business environment is primarily due to its geographical location. The altitude of the Cordillera is very suitable for the farming of coffee; thus this industry is very dominant. The strong and very broad culture of the region also affected the business undertakings of the people.

Therefore, the DOST-CAR, in cognizance to its mandate, has identified scientific and technological interventions that are applicable and are available to the project beneficiaries. These identified interventions were based on the needs of the beneficiaries. The programmed interventions shall close the gaps in their business operation, production and marketing.

As of March 2020, one activity was implemented assisting 50 WMEs or 68.49 % of the enrolled beneficiaries. The Program Orientation for GREAT Women Project Enrolled Beneficiaries presented the applicable programs and services of the 3 GREAT Women Project Partners for them to avail to improve their business operations. DOST-CAR and the GREAT Women Project shared a funding ratio of 1:0.21 for the said activity. The agency's counterpart was primarily the attributed salary of all the staff involved in the preparation up to the conduct of the activity. It also includes attributed utilities expenses as used for the activity. In addition to the activities undertaken by the agency, 9 WMEs were monitored in connection to the impact assessment. DOST-CAR was able to attend two (2) Regional Project Steering Committee Meetings and one (1) Technical Working Group Meeting. The 6 MSMEs and WEE Project Staff who participated in the 5th National Coffee Expo have learned the newly developed post-harvest technologies of the PhilMech and DOST. Lastly, staff from DOST-CAR was able to attend various activities initiated by PCW and other WEE partners during the period.

The project helped in the efforts of the agency in advancing the MSMEs towards scientific and technological improvements. Its goal of providing the beneficiaries of relevant and

timely scientific capacity development interventions is aligned to the technology upgrading program of DOST-CAR.

Like any undertakings, there were problems and shortcomings encountered but the most important lesson learned was the close coordination between and among all stakeholders of the project. As to the beneficiaries, they were elated to learn that there is a whole-government approach for them. Catch-up plan was set to cope with the remaining months of the project in order to implement all the activities in the work and financial plan. However, with the declaration of the COVID-19 as pandemic, the agency has to identify alternative ways of implementing the programmed activities. The use of teleconferencing, online trainings or virtual mechanism was considered as the major platform or modality in the implementation of the interventions. Revisiting of the programmed activities was also considered due to the rapid changes of the needs of the beneficiaries as effects of the pandemic.

2. Operations

2.1 Implementation

The consideration of gender was primordial in the selection of the project's beneficiaries as it aimed to empower women for economic transformation and prosperity. The project recognizes the great contribution of women to decision making of the family and in the community. Furthermore, the economic contribution of women was lifted thru their engagement in economic undertakings.

The project also complemented the role of the DOST-CAR as the Chair of the Cordillera Regional Gender and Development Committee (RGADC-CAR). It led the strengthening of the capabilities of all government instrumentalities in the implementation of their respective gender and development programs, projects and activities in order to increase gender involvement in the region. With this, the support to women economic empowerment was streamlined in all government programs and services.

However, in the implementation of activities specific to the GREAT Women project of the DOST-CAR, there were unexpected and unfortunate events that caused the delayed implementation. The late downloading of funds caused the postponement of activities but despite such events, it has implemented the following:

Table 1: Summary of Completed and On-going Activities

Activities	Status	Output/s	Participants		
			Actual	Target %	
Program Orientation to WEE Enrolled MSMEs	COMPLETED	Oriented the WMES on the applicable programs and services of DOST-CAR, DTI-CAR and DA-CAR for them to avail	50	73	68.49
WEE and Outcome Monitoring	ON-GOING	Encoded Monitoring Results	9	16	56.25

Participation to the 5 th National Coffee Expo	COMPLETED	Attended	6	6	100
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Note: The invitation and confirmation of participants to the 5th National Coffee Expo was done by the DA-CAR. However, DA-CAR requested DOST-CAR to contact such 6 firms/beneficiaries.

2.1.1.1 DOST-CAR Initiated Activities

Initially, the program orientation was conducted on October 27, 2019 in Baguio City for the purpose of introducing suitable programs and services of the agency to the enrolled MSMEs. DOST-CAR has not only presented its programs and services but rather invited the DTI-CAR and DA-CAR to present theirs as well. DOST-CAR discussed its technology transfer and commercialization program, laboratory testing services, technical and consultancy services, and onestore.ph. Furthermore, DOST-CAR discussed an Overview of Gender and Development to rationalize the women's economic empowerment program of the government. The inclusion of the GAD overview was due to the absence of related intervention in the work plans of partner agencies. This was also in cognizance to the role of DOST-CAR as the Chair of the Regional Gender and Development Committee of the Regional and Development Council. Meanwhile, DTI-CAR discussed its Exports and Investment Programs and Program, Industry Development Program, Consumer Protection Programs and MSMEs Development Program. As for DA-CAR, they presented their Technical and Support Programs giving emphasis on the accreditation process and guidelines for farms and farmer groups. The said activity was participated by 50 MSMEs as shown in Table 2.

Table 2: Participants to the Program Orientation for the GREAT Women Project Enrolled Beneficiaries

Province	Number of Participants		Total
	Coffee Sector	Home-style and Wearables Sector	
Apayao	<i>Not included in the project</i>		
Abra	0	7	7
Benguet	9	14	23
Ifugao	3	3	6
Kalinga	6	1	7
Mountain Province	2	5	7
Total	20	30	50

Fifty (50) of 73 MSMEs or only 68.49 % were oriented on the programs and services of the implementing agencies. Some of the target beneficiaries were not able to attend due to conflict in their schedules. Furthermore, some of those who confirmed their attendance cancelled at the last minute due to emergencies. Flyers and IEC materials were



distributed to the participants as their resources and for distribution to other enrolled firms.

2.1.2 Assistance and Attendance to PCW and WEE Partners Initiated Activities

DOST-CAR has also attended and participated in various activities that are related to the implementation of the project.

In September 12, 2019, the DOST-CAR's Budget Officer, Accountant and WEE Project Staff attended the Finance and Administrative Guidelines Orientation at the DTI - Benguet Provincial Office Conference Hall, Baguio City. The said orientation aimed to orient the partner agencies on the specific financial and administrative policies and guidelines of the project.

Furthermore, in connection to the conduct of the impact assessment monitoring of the WMEs, the Project Focal and Project staff of DOST-CAR attended the WEE Project Monitoring Tools Orientation on February 7, 2020 at the CHARM Building Conference Hall of the DA-CAR in Baguio City. The activity oriented the participants on the use of the Kobo Toolbox in the monitoring activities. Also, partners agreed between and among themselves the list of WMEs to be monitored by each agency partner for the outcome and WEE interview covering 2018 -2019 data.

For the purpose to strengthen compliance of MSMEs in business requirements and to promote the registration of food related MSMEs to FDA-LTO, Ms. Dexy M. Catacutan of PSTC-Kalinga attended the round table discussion in seeking FDA-LTO and sharing of experiences in securing and complying with business requirements. This was held on September 18, 2019 at the Century Park Hotel, Malate, Manila which brought together representatives from the government, private sectors, civil society groups, among others for a consultation.

Mr. Kevin Royce A. Bugtong, from DOST-CAR Regional Office attended and



accompanied the six (6) DOST-CAR enrolled MSMEs in the project to the National Coffee Expo and Annual Project Assessment sponsored by the DA-PhilMech on November 27-29, 2019 at Tagaytay City. A moisture meter specific to coffee developed by DOST and PhilMech was introduced. In addition, solar powered multipurpose dryer was also discussed to the participants followed by a site visit to one of the pilot adaptors of the said dryer.

2.1.3 WMEs Monitoring and Evaluation

As the project leaps into its final year, catching up on the interventions must be done to ensure the optimal implementation and attainment of its objectives. Monitoring and evaluation is being conducted to assess the effectiveness of the



interventions given and to monitor the progress of the MSMEs since their enrollment in the project. However, the monitoring was put on a hiatus due to a public health threat brought about by the COVID-19 pandemic. DOST-CAR has managed to monitor nine (9) MSMEs as listed in Table 2.

Table 3: List of Firms Monitored

Province	Firm Name
Benguet	Bantay Natures Farm
Mountain Province	La Trinidad Arabica Producers Association
	Bila Rural Development (BIRD) Club
	Sagada Inabe
Kalinga	Nor-Ref Food Products
	VBS Food Products
	Eba Food Products
	Magallaya Mountain Specialty Coffee
	Arboledas Food Products



Furthermore, the monitoring aims to assess the needs of the MSMEs that can still be addressed in the remaining months of implementation. The emerging need of the WMEs identified during the assessment was the Certificate of Product Registration at FDA which will be included by DOST-CAR as one of its intervention.

2.2 Management Issues and Adjustments – As with any project implementation, there were challenges and issues encountered that affected the realization of the project:

A. Long timeframe for the downloading of fund. DOST-CAR submitted its first draft of Work and Financial Plan on the Fourth Week of February 2019, however the final WFP was only approved in June of the same year. Subsequently, the funds were received only in October 2019. This resulted to the postponement of activities.

Furthermore, the downloading of the 2020 funds suffered the same fate since as of March 2020, it was not yet received. It was aggravated by the declaration of the Luzon-wide Enhanced Community Quarantine from March 16, 2020 to May 15, 2020.

B. Non-availability of Resource Persons. DOST-CAR has targeted in-house resource persons for all of its intended interventions. However, due to the late downloading of funds, the identified resource persons within DOST-CAR were already unavailable in the re-scheduled dates primarily because of prior commitments and conflict of schedules.

C. Low Attendance during the Program Orientation for GREAT Women Enrolled MSMEs. Only 50 of the 73 or 68.49 % of the enrolled beneficiaries were able attend the activity. This was due to emergency cancellation of confirmed attendees citing unexpected and unforeseen events and emergencies reasons. Furthermore, conflict of schedules due to prior engagements for the other MSMEs was noted.

Considering such challenges, DOST-CAR implemented the following adjustments:

- A.** DOST-CAR included a budget for externally sourced Resource Persons in the absence of an internal expert.
- B.** The request for re-issuance of the lapsed 2019 NCA was submitted early. However, DBM requested additional requirement, thus prolonged the processing. Furthermore, the late information regarding the transfer of DOST's Accounts from DBM Bureau E to DBM Bureau F resulted in an extended processing of documents.
- C.** For future activities, the use of various communication tools will be implemented because during the program orientation for GREAT Women Project Beneficiaries, it was noted that some of the participants were not able to receive immediately the communication. Thus, they have set their other schedules. Furthermore, engagement and cooperation with various stakeholders in the invitation and confirmation of participants is also noted as action to address such issue for future conduct of activities.

3. Outcomes

3.1 Highlights of Outcomes Achieved for the Period

Under Immediate Outcome 1110: Increased capacity of women micro enterprises to produce and market high quality, environmentally sustainable products with work package 1121: Capacity Development on Entrepreneurial Management Skills, 50 of 73 target WMEs or 68.49 % were oriented on the programs and services of the implementing agencies that are suitable for the MSMEs.

Due to conflict of schedules and prior engagements, the rest of the enrolled WMEs were not able to attend the said orientation.

Under Immediate Outcome 1200: Improving enabling environment for women economic empowerment with work package 1211: Improved coordination of partners in service delivery at national and sub-national, 3 Project Steering Committee and Technical Working Group Meetings were attended. The DOST-CAR is thankful with the partners for a smooth project implementation but expressed the need for a more connected coordination for better implementation.

Lastly, the WMEs who attended the 5th National Coffee Expo were oriented on the newly developed post-harvest technologies of PhilMech and DOST. These new technologies aimed

to streamline production processes and subsequently increase production capacity of the MSMEs. Attendees expressed their enthusiasm for the new post-harvest technologies. The attendees also participated in the product expo wherein some were able to display and market their coffee products.

The project implementation followed an outcome/output-based scheme as presented below. This ensured that the project management is evidenced-based and needs-based.

Table 4: List of Activities conducted per Outcome/Output Area

Outcome/Output	Activities	Date Conducted	Related Updates of GWP2 Recipients
Capacity Development on Entrepreneurial Management Skills	Orientation on DOST's ONE STORE, SET-UP and LGIA (Program Orientation for GREAT Women Project Enrolled MSMEs	October 29, 2019	The original activity enrolled was only to orient the MSMEs on DOST's banner program. For the benefit also of the DOST-CAR enrolled, DTI-CAR enrolled and DA-CAR enrolled MSMEs, the programs of the partner agencies were included. Thus, the participants were oriented on the programs and services of the 3 agencies applicable for MSMEs.
Improved coordination of partners in service delivery at national and sub-national	Project Steering Committee Meeting / Technical Working Group Meeting	October 30, 2019 November 5, 2019 January 24, 2020	Coordination with partners for project implementation
	Monitoring and Evaluation Activity	February to March 2020	The MSMEs were monitored for the Outcome Monitoring and the results were encoded and submitted thru Kobo ToolBox

3.2 Explanation of Variances and Unexpected Outcomes.

As to the scheduled activities for implementation in 2019, one (1) out of six (6) activities or 16.66 % was implemented.

Table 5: Actual Accomplishment vs. Target 2019 Original Work and Financial Plan

A. Target Number of Interventions		6 Interventions	
B. Number of Accomplished Interventions		2 Interventions	
Assistance/ Activities	Target No. of WMEs assisted	Actual No. of WMEs assisted	Percentage
1. Program Orientation to WEE Enrolled MSMEs	73 MSMEs	50 MSMEs	68.49 %
Participation to National Coffee Expo	6 MSMEs	6 MSMEs	100 %

2020 Revised Work and Financial Plan			
A. Target Number of Interventions		0 Intervention	
B. Number of Accomplished Interventions		1 Intervention	
Assistance/ Activities	Target No. of WMEs assisted	Actual No. of WMEs assisted	Percentage
WEE and Outcome Monitoring	16 MSMEs	9 MSMEs	56.25 %

The delay in the implementation was primarily due to the late downloading of fund. Since DOST-CAR has initially targeted that all resource persons will be internal, the delay in the downloading affected the scheduling and resulted to unavailability of the resource speakers by the time the fund was received.

As for the Program Orientation for GREAT Women Enrolled MSMEs, low attendance (50 out of target 73) was due to emergency cancellation of confirmed attendees citing unexpected and unforeseen events and emergencies as reasons. Furthermore, conflict of schedules due to prior engagements for the other MSMEs was noted.

And as for the conduct of Outcome Monitoring, due to the declaration of COVID-19 pandemic and quarantine protocols, travels were restricted. Thus, the conduct of the monitoring was put on hold awaiting further announcements.

Although, not much has been accomplished due to unfortunate circumstances, the support of the DOST-CAR is still unwavering.

4. Lessons Learned and next Steps

The intervention attended by the WMEs and monitoring activities implemented made some impact to the entrepreneurs. WMEs were appreciative of the GREAT Women Project because:

1. The project allows them to explore, expand and improve their business processes, confidence and abilities.
2. The project made them realized that there are a lot of government support that they can avail.
3. The project helped them understand the application of gender and development in their own lives and enterprises.
4. The project helped them identify their needs.

As for the GWP2 project staff, the most important take-away is close coordination with all stakeholders in the project, more importantly with the WMEs since they are the beneficiaries of the project.

With the above-mentioned considerations, DOST-CAR sets its catch-up plan in order to implement all its planned activities as presented in Table 6.

Table 6. Catch-up Plan and Implementation Strategy

Activity	Mode of Implementation	Strategy	Timeline
Training-Workshop on ICT Applications for business operations, finance and marketing	Online, calls and text Hands-on training (Social distancing face-to-face training)	Survey on the ICT capability and knowledge of the firms ICT 101: Basic Knowledge on the use of smartphones, laptops, tablets, etc. for teleconferencing, communication and marketing *scheduling will be set based on the capacity of the PSTCs to accommodate *	June 2020 July 2020
FDA Certificate of Product Registration (newly identified during the M&E) Assistance for FDA-LTO Certification thru Laboratory Testing	Regular submission Online	FDA Certified firms shall submit samples for laboratory analysis on scheduled days *Real-time teleconferencing a PSTC staff visiting the firm for evaluation by the Food Safety Team. *For areas that are not viable for a real-time review, the PSTC staff shall then take video and pictures instead of the facility	June-July 2020 August-September 2020
Write-shop for FDA-LTO Application	Online	Complete list of requirements and sample documents shall be given to the MSMEs applying for Certification upon visit for assessment	August-September 2020
Seminar on Food Safety	Online Training	For MSMEs that do not have the needed gadgets and internet access, they shall be accommodated at the PSTCs. Partnership with the LGUs for the use of much facilities shall also be considered and hiring a hotel/venue capable	October / November 2020
Seminar-Workshop on Packaging and Labelling	Face-to-face		Parked
Firm-Level Orientation on Good Manufacturing Practices	Face-to-face		Parked
Seminar Workshop on new weaving designs and techniques	Face-to-face		Parked

All of these are the testament of DOST-CAR's unwavering support and continued commitment to gender and development and women economic empowerment causes in the region. However, with the onset of the COVID-19 pandemic and Enhanced Community Quarantine from March 17, 2020 to **May 15, 2020** and in consideration of the release of the funds, such **timetable may be adjusted**. Due to the pandemic, the identified needs of the MSMEs may have changed, thus the need to adopt to the changes to really address their need for the project to be needs-based. Implementation strategies and modalities may change based on further declarations, memorandums and guidelines in connection to the COVID-19. This is to ensure the adaptability of the program's implementation with the current situation.

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