

B. CAPACITY DEVELOPMENT PLAN FOR 2002

CAPACITY DEVELOPMENT	Objectives	Planned Results	Target Orgn Level/Office	Implementor	Resource Rqmts.	Sources
<p>A. Organizational Reform 1. Reorganization 1.1 Creation/Abilition of Offices/Positions 1.2 Selection/Proper Placement of Existing Personnel 1.3 Hiring of Add'l Personnel Based on Merit & Fitness</p>	<p>- To make the orgz'l & functional set up of the LGU, w/c is still that of a town, con-form w/ that of a city per its city charter - To make it more responsive to the needs of its clientele</p>	<p>Enhanced organizational capacity</p>	<p>All city offices</p>	<p>Mayor's, SP</p>	<p>4.7M</p>	<p>City</p>
<p>B. Personnel Development 1. Values Orientation/Formation Seminars 2. Inservice Trainings/Seminars 3. Personnel Scholarship Assistance / incentives for Professional Growth 4. Suggestions, Incentives & Award System 5. Institutionalization of Performance Appraisal System</p>	<p>- To have competent, committed & cohesive working force performing their respective roles & functions under a culture of excellence</p>	<p>- Cohesiveness & teamwork - Enlightened & more capable workforce - Well-motivated & - --- productive personnel - Performance-oriented employees</p>	<p>-do- All Offices -do- -do-</p>	<p>-do- Mayor's, SP -do- Mayor's, HRMO</p>	<p>1.2M 1.5M 3M 1.5M 0.3M</p>	<p>-do- City/CDF City -do- -do-</p>

<p>C Policy/Guideline Formulation</p> <p>1. Enactment of Administrative Code, Manual Of Operations, HRD & Career Management Plan, Legislative Agenda</p> <p>2. Enactment of Administratal Code, Ecological Waste Ord., Revised Fishery Code</p> <p>3. Formulation of Coastal Resource Management Plan</p> <p>4. Enactment of GAD Ordinace</p> <p>5. Revision of Investment Code</p> <p>6. Revision of Revenue Code</p>	<p>- To provide standard job description & stndard time & performance</p> <p>- To provide policy guide in personnel behavior, work performances & LGU management pans & programs</p> <p>- To have comprehensive pain for Sound Environmental Management</p> <p>- To have an effective tool in the protection of coastal/marine/fishery res.</p> <p>- To promote women & shild welfare</p> <p>- To make Escalante Investment friendly</p> <p>- To ncrease local revenue collection</p>	<p>- Well-directed employee performance</p> <p>- Continuity of gov'y\l operations</p> <p>- Sound environmental management</p> <p>- Renewal/rehab of marine res.</p> <p>- Sustainable devt of coastal res.</p> <p>- Women Empowerment</p> <p>- Mainstreaming of GAD Concerns in policy, planning & budgeting</p> <p>- Significant inflow of investments</p> <p>- Increased local revenues by at least 20% per year</p>	<p>All city offices</p> <p>Envi Ofc., CAO</p> <p>-do-</p> <p>Mayor's, SP CBO, CPDO, CHO, SP</p> <p>Mayor's, SP, CPDO</p>	<p>Mayor's, SP, HRMO, CPDO</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>Mayor's, SP</p>	<p>0.2M</p> <p>0.1M</p> <p>0.1M</p> <p>0.1M</p> <p>0.1M</p> <p>0.1M</p>	<p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p>
<p>D Computerization Program</p> <p>1. Purcahse & Insta. of Computers in All Offices</p> <p>2. Computer Literacy/Educ. Program for All Personnel</p>	<p>- To fully comuterize gov't. operations</p> <p>- To have fast & easy access to information</p>	<p>- Data accessibility</p> <p>- Efficiency & effectiveness in LGU office operations</p>	<p>Mayor's, All Offices</p>	<p>Mayor's</p>	<p>1.5M</p> <p>0.6M</p>	<p>-do-</p> <p>City</p>
		<p>SUB – TOTAL :</p>			<p>57.3M</p>	

<p>E Installation of Management Info. System</p> <ol style="list-style-type: none"> 1. Setting-up of MIS section 2. Acquisition of needed hardware & softwares 3. Installation of system/program modules 	<ul style="list-style-type: none"> - To have access to latest info. Tech. - To effect improvement in the gov't. systems & operations 	<ul style="list-style-type: none"> - Access to latest info. Tech. - Effective planning & mgmt. - Efficient & Effective LGU operations 			<p>0.2M</p> <p>0.5M</p> <p>4.3M</p>	<p>City</p>
<p>F Procurement of needed equipment, vehicles, supplies & materials</p> <ol style="list-style-type: none"> 1. Purchase of office eqpt., facilities, supplies & Materials 2. Purchase of utility & service vehicles 3. Purchase of medical / dental / lab. Equipment, supplies & materials & medicines. 4. Purchase of engineering tools & eqpt. 5. Purchase of patrol cars & motorcycles, communication eqpt, firearms & ammunitions 6. Purchase of fire trucks & fire protection paraphernalia 	<ul style="list-style-type: none"> - To better equipped personnel - To enhance mobility & expedite delivery of basic services - To provide necessary medical / dental / lab eqpt. & adequate medicines - To provide basic eng'g. tools - To enhance police mobility - To enhance fire protection capability of fire dept. 	<ul style="list-style-type: none"> - Enhanced capability in work performance - Efficient & effective delivery of basic services - Improved health services - Greater responsiveness to medicine needs of indigents - Effective & efficient eng'g works - Decreased crime rate; increased crime solution efficiency rate - Higher sense of sec. Among citizenry - Fire protection 	<p>All offices</p> <p>-do-</p> <p>CHO</p> <p>Eng'g PNP</p> <p>Fire Dept.</p>	<p>-do-</p> <p>Mayor's</p> <p>Mayor', CHO</p> <p>Mayor's Mayors, PNP</p> <p>Mayor's</p>	<p>0.9M</p> <p>7M</p> <p>16.65M</p> <p>0.2M</p> <p>7.05M</p> <p>4M</p>	<p>-do-</p> <p>-do-</p> <p>City/DOH</p> <p>City City / PAGCOR / NGAs</p> <p>City / OP</p>

G Provision of Adequate Office Space 1. Acquisition of a new City Center site	- To provide better & adequate are for gov't. infrastructures	- Adequate area for city infra & office spaces for govt. operations	All city Offices	Mayor's, CPDO Assessor	20M	
H Barangay Capability Enhancement 1. Seminars/workshops on: 1.1 Effective local governance 1.2 Proposal making	- To enhance capability of brgy. Officilas in enactment of ord. In other aspects of local governance	- Efficient & effective brgy. Governance - Greater barangay-generated revenues - Ability to make proj. proposals	Brgy. Council BDCs	CBO, CPDO Acctg., DILG, SP	0.42M 0.21M	City/Brgy
I Enhanced NGO/PO/CPO Participation 1. Comstituting & comvening of local special bodies 2. Holding a periodic dialoguess & consultations 3. Constitution & operationalization of project monitoring committee 4. Orgn. & strengthening of FARMCs in all coastal brgys.	- To strengthen & provide better avenue for NGO/PO/CSO participation in local governance	- Active participation of NGO/PO/CSO in local governance - Some basic services jointly undertaken by the city & NGOs/CSOs/Pos	NGOs/Pos/CSOs		0.9M 0.45M 0.45M 0.75M	City
J Disaster Management	- To enhance apacity in disaster mgmt.	- Well-quipped & prepared disaster mgmt. Council	CDCC,BDCC	Mayor's	1.5M	City
		SUB - TOTAL :			65.48M	
		GRAND TOTAL :			122.78M	