PHILIPPINES-AUSTRALIA LAND ADMINISTRATION AND MANAGEMENT PROJECT

LAMP, PROTOTYPE 1

OUTPUT 2.2

Design of TA Support for PIO 1 for the period July to December 2003

8 September 2003

REPORT C37

LAND equity

This report is a result of technical assistance managed by Land Equity International to the Government of Philippines. The TA was funded by AusAID and the views expressed in this work do not necessarily represent the views of the Commonwealth of Australia.

DESIGN OF PIO 1 ACTVITIES FOR JULY TO DECEMBER 2003 [as at 1 September 2003]

Introduction

The next reporting period for PIO 1 and TA is the period July to December 2003. During that time, TA inputs will occur under Outputs 2.2 and 2.3 of the Technical Assistance Annual Plan.

The objective of Output 2.2, of which Activity 34 forms the final part, is to develop suitable survey control, mapping and adjudication methodologies for application during Phase II of LAMP. This is to be achieved by development and testing of procedures, the scaling up of these procedures and the documentation of experiences. It builds on the outputs from Activities 21 and 25.

Within Output 2.2, Activity 34A requires advisers to assist PIO 1 to develop and operationalise the One Stop Shop. A report is required evaluating OSS operations.

Output 2.2 is closely related to Output 2.3 on community participation. The specific task of Output 2.3 is to ensure that PIO 1 has effective landholder and community participation in land adjudication processes. Under field-testing of adjudication methods, it is proposed that alternative community participation methods will be piloted and reviewed in consultation with the community and stakeholders. TA will support the ongoing implementation of the prototype's community mobilisation and education programme; see TA deliverables 26 and 35.

Previous evaluation activity in Output 2.2

In Activities 21 and 25, various pilots have been undertaken and evaluated. Pilots completed before Activity 34 include the production of CIM by manual processes, survey control, an evaluation of GPS for boundary surveying, community mobilisation by top-down processes, adjudication by homestead patents, by judicial titling and by free patents.

Incomplete evaluation activity

Incomplete pilots include CRS by an LGU in the judicial residential pilot in Arado, Palo, digital CIM production, CIM production using orthophotos, judicial titling rural and residential pilots and CO pilots. Pilots that have not yet started include parcel survey by orthophoto and by using satellite imagery. The pilot of simultaneous adjudication and survey that commenced in Pastrana during Activity 25 was not successful and a new pilot is required. This will permit the project to also complete its evaluation of surveys by private contractors. The use of orthophotos to assess the accuracy of past approved surveys is also required.

In June/ July 2003, PIO 1 prepared the following reports:

#	PIO 1 Deliverable	*Status*
1	Judicial Titling testing and lessons learned (2.1)	Draft reports under review by M&E prior to submission to PMO
2	LGU-Led CRS (2.3)	
3	CIM production options, lessons and recommendations (2.1)	
4	Control and survey options, lessons and recommendations (2.1)	
5	Project Management lessons and recommendations (2.4)	
6	One Stop Shop structure, lessons, recommendations(2.4)	
7	Free Patent Pilots Lessons (2.1)	
8	CO- CD by PIO 1 (2.3)	
9	CO- CD by NGO (2.3)	
10	LGU - led CO (2.3)	
11	Integrated paper on community mobilization (2.3)	

Focus of PIO 1 in the period July to December 2003

The key PIO 1 activities over the next 6 months are:

- Complete and evaluate the pilots in ***Attachment 1***
- Report on LAMP I outcomes in PIO 1, recommending Phase II methodologies for survey control, political boundary definition, community mobilisation, parcel definition, adjudication, etc
- Judicial titling in agricultural areas - develop and implement a strategy for the withdrawal of Petitions and conversion to free patents
- Plan for the extension of LAMP 1, list objectives and deliverables and commence implementation
- Develop a list of TA requirements for the extension
- Participate in the design of Phase II
- Continue the implementation of the One Stop Shop and report on achievements.

In preparing its final report to PMO, the reports in the Table of deliverables above should be updated to include the outcomes of the ongoing pilots and to present a final recommendation of the methodologies to be applied in Phase II. Rather than provide numerous separate reports, one integrated report is recommended. The structure of this report will be determined by M&E staff of PMO and PIO 1; ***Attachment 2*** provides a starting point.

In completing priority activities in the reporting period, PIO 1 will also need to give attention to the following:

TA Activity over the next 6 months

During the period January to June 2003, advisers delivered the first evaluation reports with recommendations for Phase II. The main deliverable of TA in the period to December 2003 is a second evaluation report. This will summarise progress, achievements and issues arising in field tests and activities conducted in the period July - November 2003. The reports will be a further input into PIO 1's integrated outcome report for LAMP 1.

In June 2003, AMC identified the need to extend the Social Dynamics Adviser [LGU] by adding 3.9 months effective from 1 July 2003.

In August 2003, AMC identified the need for following areas requiring additional technical inputs:

- Cadastral Adviser for 8 weeks to work with the PIO 1 counterpart to assist in the evaluation of current pilots and in determining the appropriate methodology for Phase II.

- Short-term national inputs to assist PIO 1 to strengthen the operations of the One Stop Shop. In particular, the resource will help the prototype to review and document all lessons, improvements and streamlining introduced to date and to negotiate a Management Plan with participants. This will be in the form of a roadmap to future reforms, setting out the vision and objectives of the OSS, the success indicators to demonstrate its utility, the changes to practice to permit the goals to be achieved, and the steps and phases to be taken to implement the specific changes.

The following resources are therefore to be provided to PIO 1 during the reporting period:

Table: TA Resources for July to December 2003

Output	Activity	Resource
	Activity 34 July - December 2003	***International*** Systematic Registration – 11 weeks Land Registration Law – 4 weeks [If the LRA requests this to be provided to achieve specific objectives] Cadastral Mapping Adviser - 8 weeks Orthophoto Mapping Adviser - 4-6 weeks ***National*** GIS Adviser - 10 days
	Activity 34A	Short-term inputs using unallocated national resources - requirements to be determined by PIO 1
Output 2.3	**Activity 26**	National Social Dynamics Adviser – 21 weeks National LGU Social Dynamics Adviser –3.9 months

Deliverable to PIO 1 over the next 6 months

A draft of the specific deliverables of TA and counterparts is summarised in the following Table:

Adviser	Inputs	Key activities
Systematic Registration Adviser Steve McFadzean	11 weeks [6 weeks in August-September; 5 weeks in October-November]	In the next Activity the adviser will focus on the following activities relevant to systematic adjudication: • Assisting the counterpart to complete the systematic adjudication pilot activities • Assisting the prototype to evaluate the systematic adjudication pilots • Assist the prototype to update its lessons reports from the continuing pilots • Assist PIO 1 to complete its recommended streamlined systematic adjudication methodology for Phase II • Provide assistance generally to PIO 1 as it develops a strategy for effectively utilizing the extension of LAMP1 and to gear up towards the start of Phase II. • Assist PIO1 to make recommendations for the ongoing land titling processes and document

Adviser	Inputs	Key activities
Counterpart Brian Garcia	Full-time	Given the part-time nature of TA inputs, it will be necessary for the Systematic Registration Manager to take a major role in the management of both field and evaluation processes. The main activities of the counterpart will be to: • Recommend to PIO 1 with a systematic adjudication methodology for Phase II • Effectively manage the ongoing systematic adjudication pilot activities, to improve productivity and to reduce costs; design, document and implement streamlined processes • Maintain and update manuals of procedures • Manage the evaluation process in order to compile lessons, recommendations and streamlined processes • Assist M& E to capture baseline data that will be used at the end of LAMP 1 and during LAMP II to assess progress and impacts • To document a comprehensive training programme for all field staff and to compile material from the pilots that may be used as training resources. • Updating PIO 1 reports and lessons
GIS Adviser Armando Digol	10 days [in August 2003]	• Develop a process for digitizing CIM and assist in developing a draft manual. Assist PIO 1 to pilot this process for 3 CIM sheets • Assist PIO 1 to begin the process of evaluating the advantages and disadvantages of digitized CIM and use of GIS • Identify issues in updating the database
Social Dynamics Adviser Nilda Albao	21 weeks [from 1 July to 25 November 2003]	The adviser will work with the counterpart in relation to the following PIO 1 activities: • Complete CO activities in pilot for free patent land titling in an unsurveyed area; • Facilitate NGO-led CO pilot in Free Patent land titling in two unsurveyed pilot areas • Assist the counterpart's evaluation of all pilots. • Conduct capability training for the pilot's implementers • Where possible, facilitate CRS identify lessons and recommend appropriate methodology & processes suited to the set parameters & criteria. • Monitor implementation of the pilot design;

Adviser	Inputs	Key activities
Social Dynamics Adviser LGU Carol Gamiao	3.9 months [from July to October 2003]	TA inputs shall involve assisting PIO 1 and counterpart to: • Assist PIO 1 tom implement and evaluate LGU-led CRS • Prepare and document a comprehensive training program for LGU and community • Plan and implement the process of evaluation of lessons • Update the Implementation Plan for use in replication sites • Prepare tool kit for various processes (PRA, Community Planning, process documentation guide, training, etc.) • Develop a system for process documentation and monitoring and evaluation of SD • Activate post-title development mechanism
CO Counterpart Solomon Faller	Full-time	Present PIO 1 with a community relations strategy and methodology for Phase II. This will draw on all pilots. Manage the CO and CRS pilots Maintain up-to-date manuals of procedures Ensure the pilots are evaluated, lessons captured and preferred methods documented Develop and implement post-titling CRS
Cadastral Adviser	8 weeks [September, October]	Evaluate current approach in cadastral boundary definition by comparison to other countries and highlight the advantages and disadvantages of various approaches. Recommend survey methodology and standards for Phase II Long-tern and short-term strategy for reform
Counterpart		Provide PIO 1 with a recommended strategy for defining land parcels , based on outcomes of the pilots- cadastral surveying, GIS, Orthophoto and satellite. This may include recommending changes to survey guidelines Manage all pilots, stakeholder discussions and workshops
Orthophotomapping Adviser ***Land Parcel Mapping*** Peter Clydesdale	2-4 weeks 2-4 weeks [October, November]	• Production of CIM using orthophoto • Field test of the use of orthophotos as a survey option in systematic adjudication • Methodology and test of using orthophotos to assess approved surveys as a quality control feature
Counterpart	Full-time	Manage CIM production pilots. Manage the evaluation process. Present PIO 1 with a recommended methodology for Phase II.
Land Registration Law	4 weeks	*The design of inputs is unstructured at this stage until the response of the Land Registration Authority to earlier recommendations is clear*

Adviser	Inputs	Key activities
One Stop Shop resource	Short-term	Assist PIO 1 and OSS participants to produce a management plan, action plan for the further development and implementation of the OSS concept. The plan will enable participants to agree on their vision for the OSS, describe specific operational targets and objectives and procedures to be implemented, an action plan for implementing, including resource requirements and timetable, and success indicators. Assist the counterpart in evaluating the OSS, in the preparation of report on the implementation of the One Stop Shop, describing operational goals and objectives, achievements to date, issues, lessons and recommendations
Counterpart	Full-time	Present PIO 1 with a report on achievements in the implementation of the OSS and management plan

Deliverable to AusAID

Advisers will make monthly reports and milestone reports as required by specific terms of reference. In addition to individual reports against Terms of Reference, each adviser will contribute detailed summaries to form part of a composite report to AusAID. The following reports are to be provided to AusAID during the reporting period:

Milestone Report	Deliverable to AusAID
Activity 34 Summary Report	Individual Adviser reports prior to demobilisation. By 28 November 2003 a ***combined report*** summarizing TA progress in achieving the objectives of Activity 34. The report will not repeat progress highlighted in prior reports and activities but will focus on achievements in the period July to December 2003

Attachments

Attachment 1 - lists the pilot activity to be completed from July to December

Attachment 2 - possible structure of the PIO 1 report to PMO for LAMP 1

Attachment 3 - draft Terms of Reference for Advisers

Attachment 4 - Profile of the Pilot of simultaneous survey and adjudication.

Attachment 1 - Prototype 1 Pilot Activity in the Period July-December 2003

The following Table examines the field and pilot activities that should now be undertaken or completed by PIO 1 during the next 6 months:

Table: Work to complete in Activity 34 and the extension

Pilot/ Process	Objective	Actions during 34	Person responsible	Evaluations scheduled					
				July	August	September	October	November	December
Simultaneous survey and adjudication	Pilot the simultaneous activities of survey and adjudication Pilot adjudication under the CO methodology Pilot adjudication under the new structure Evaluate surveys by private sector See Profile in Attachment 4	Select location Obtain survey resource Plan and implement the pilot Evaluate Recommend Phase II methodology	B Garcia O Ong				Workshop to review adjudication processes	Workshop to review survey	
CIM by orthophoto / satellite	Prepare CIM based on aerial photo	Plan and implement the activity Evaluate Recommend Phase II methodology	B Sanico					Evaluation workshop	
Survey by Orthophoto/ satellite imagery	Although titles cannot be issued because of constraints in survey regulations, the field test will evaluate the feasibility of using orthophotos as a means of identifying land parcels in systematic adjudication.	Select location Plan and implement the pilot Evaluate Develop policy for amending survey regulations Consult industry Recommend changes to survey regulations Recommend Phase II methodology	O Ong B Garcia						Evaluation workshop
CO - CD managed by PIO 1	Assess the community organising approach as a means of community mobilisation	Conclude existing fieldwork and evaluate Recommend Phase II methodology	S Faller			Evaluation workshop			Evaluation workshop

Pilot/ Process	Objective	Actions during 34	Person responsible	Evaluations scheduled					
Judicial Residential	Evaluate judicial titling in a residential context	Complete the pilots Evaluate Identify potential streamlining							
CO - managed by NGO		Conclude existing fieldwork and evaluate Recommend Phase II methodology	S Faller			Evaluation workshop			
CO - managed by LGU		Conclude existing fieldwork and evaluate Recommend Phase II methodology	S Faller			Evaluation workshop			
Evaluation of approved surveys using orthophotos	Test use of orthophotos as a means of evaluating approved surveys	Recommended quality assessment strategy Recommend Phase II methodology	O Ong				Evaluation workshop		
One Stop Shop	Action plan for improving implementation	Develop action plan Implement Evaluate Report on achievements and recommendations for Phase II		Management/evaluation meeting	Management/evaluation meeting	Management/evaluation meeting	Management/evaluation meeting	Management/evaluation meeting	Management/evaluation meeting
Cadastral Surveys by private surveyors	Evaluate the use of ground surveys by private contractors as an option for parcel definition	Mobilise surveyors Train surveyors esp. in SNS Evaluate procedures for liaising with CRS SAT community Evaluate procurement Evaluate quality Com[are with other parcel definition options	E Amago						
LGU-led CRS in Judicial titling	Evaluate option	Complete the pilot							
GIS/database									
Refinement of free patents to improve productivity and reduce cost	Streamline processes and document	Implement Evaluate Document processes	B Garcia						

Attachment 2 - Draft Structure of the PIO 1 LAMP 1 report

FINAL REPORT FOR LAMP 1 BY PIO 1

1. Introduction [compiled by PIO 1 managers]

The objectives of LAMP 1
The Structure of PIO 1
The component activities of PIO 1 in LAMP 1 - Activity, objectives

- Prototype management
- Survey control
- Political boundary definition
- CIM preparation
- Community mobilisation
- Adjudication
- Cadastral surveying
- One Stop Shop operation

Progress in PIO 1 against objectives
Lessons learned
Work to be completed during the extension

2. Survey control [compiled by O. Ong]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

3. Political boundary definition [Compiled by O. Ong]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

4. CIM preparation [Compiled by B. Sanico]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

5. Community mobilisation [Compiled by S. Faller]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

6. Adjudication [Compiled by B. Garcia]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

7. Cadastral Surveying [compiled by E. Amago]

- Description of activity
- Objectives of Activity
- Pilots conducted and Lessons Learned
- Recommended methodology for Phase II - description, resources, strategy for implementing

8. One Stop Shop operation [Compiled by J. Palami]

Attachment A - Summary Table

Attachment A - summary Table

PIO 1 Unit	Advantages	Disadvantages	Initial Conclusions For Phase II methodology	Activity 34 and Extension
Prototype managemen				
CIM				
Manual CIM				
Digital CIM				
Database				
Othophoto CIM				
Survey Control				
By NAMRIA				
By LAMP				
Survey				
Political boundaries				
Survey by administrative resources				
Survey by contractors				
GPS				
Othophoto				
Satellite				
CRS				
Top-down CRS				
LGU-led CRS				
PIO 1 CO				
LGU CO				
Updated, revised top-down				

PIO 1 Unit	Advantages	Disadvantages	Initial Conclusions For Phase II methodology	Activity 34 and Extension
SAT				
Homestead Patents				
Miscellaneous Sales				
Judicial titling				
Free patent				
Simultaneous survey and adjudication				

Attachment 3 -
Terms of Reference of Advisers

SOCIAL DYNAMICS ADVISER (LEYTE)
(2003)

The overall task is to assist the PIO 1 to establish, test and review land titling methodologies. The specific task is to ensure that PIO 1 has effective landholder and community participation in land adjudication and titling processes, and in future revised and streamlined processes. Under field testing of land titling methods it is proposed that alternative community mobilization methods will be piloted and reviewed in consultation with the community and stakeholders. Of particular importance are the formulation, implementation and evaluation of

(i) 1 pilot to test NGO driven community organizing for systematic judicial land adjudication and titling;

(ii) 1 pilot to test NGO driven community organizing for systematic free patent land adjudication and titling;

(iii) 1 -2 pilots to test community organizing–community development (CO-CD) driven land adjudication and titling (for free patent and/or judicial titling).

Evaluation of community participation and development will be conducted and reported to stakeholder workshops as part of the innovation and learning cycle of PA LAMP.

In establishing, testing and reviewing land titling methodologies the Social Dynamics Adviser shall undertake (in consultation with the Community Relations and Services (CRS) Unit, Cadastral Index Mapping (CIM) technicians and the Systematic Adjudication Team (SAT)), but not be limited to, the following tasks:

- Develop a detailed program of work for the implementation of 3-4 pilots
- Design the pilots (3-4) to test alternative community mobilization methods
- Develop site selection criteria and select sites for the pilots
- Develop a field level CRS Flowchart for Free Patents
- Prepare TOR(s) for NGO(s) to be involved in the pilots
- Ensure training of the NGO(s) on LAMP in general, PIO 1 and Output 2.2 specifically
- Assist the NGO(s) operationalize their TORs in the field
- Develop TORs for Community Organizers (COs)
- Ensure that the NGO(s) have effective COs that are trained to be fully conversant with LAMP, PIO 1 and land titling procedures
- Provide support to Cos for the delivery of community training needs they identify
- Ensure that the NGO(s) are facilitating maximum participation of the land claimants and barangay communities within the scope of the titling procedures being piloted
- Support the NGO(s) to enhance land claimants knowledge and capacities to gain title, use the One Stop Shop (OSS), and to use their land titles to economic advantage
- Ensure that the NGO(s) are documenting learning experiences, in particular replicable features of the pilot
- Provide a monthly report to PIO 1, the PMO and the TA Team Leader on pilot implementation progress
- Document learning experiences, in particular replicable features of the pilot with production of an operations manual as a final output.

LGU SOCIAL DYNAMICS ADVISER (Part-time)
(2003)

The overall task is to assist the PIO 1 to establish, test and review land titling methodologies. The specific task is to ensure that PIO 1 has effective landholder and community participation in land adjudication and titling processes, and in future revised and streamlined processes. Under field testing of land titling methods it is proposed that alternative community mobilization methods will be piloted and reviewed in consultation with the community and stakeholders. Of particular importance is the formulation, implementation and evaluation of

(i) 1 pilot to test LGU driven community organizing for systematic judicial land adjudication and titling in a residential area.

Evaluation of community participation and development will be conducted and reported to stakeholder workshops as part of the innovation and learning cycle of PA LAMP.

In establishing, testing and reviewing land titling methodologies the LGU Social Dynamics Adviser shall undertake (in consultation with the Community Relations and Services (CRS) Unit, Cadastral Index Mapping (CIM) technicians and the Systematic Adjudication Team (SAT) and the LGU, but not be limited to, the following tasks:

- Design the pilot to test LGU community mobilization methods
- Develop a detailed program of work for the implementation of the pilot
- Develop a field level CRS Flowchart for the LGU
- Ensure training of the LGU on LAMP in general, PIO 1 and Output 2.2 specifically
- Develop a TOR for the LGU
- Assist the LGU to operationalize its TOR in the field
- If appropriate develop TORs for the LCRS
- Ensure that the LGU and LCRS are trained to be fully conversant with LAMP, PIO 1 and land titling procedures
- Provide support to the LGU for the delivery of community training needs they identify
- Ensure that the LGU is facilitating maximum participation of the land claimants and barangay communities within the scope of the titling procedures being piloted
- Support the LGU to enhance land claimants knowledge and capacities to gain title, use the One Stop Shop (OSS), and to use their land titles to economic advantage
- Support the LGU to consider ways that it can support the community to maximize titles for individual and community economic growth (see LAMP Social Plan Program)
- Ensure that the LGU is documenting learning experiences, in particular replicable features of the pilot
- Provide a monthly report to PIO 1, the PMO and the TA Team Leader on pilot implementation progress
- Document learning experiences, in particular replicable features of the pilot with production of an operations manual as a final output.
- LGU co-ordination generally.

NATIONAL LAND TENURE STATISTICS ADVISER

Land Tenure System

Deliverable 20

1. Design the land tenure system based on the needs of the LAMP for a system to support decision making about target locations for future titling. Document the needs analysis, the data model, the data entry and checking processes, and reporting.
2. The system is to be based on a standard textual data base with some GIS functionality, and to include province and municipal polygons for display and analysis. The Project will provide the software tools.
3. Develop the system on a PC provided by the project and do system checks for performance against the design. Demonstrate to the PMO and make changes as required.
4. Document data collection requirements.
5. Test the prototype system with data from the municipalities of Leyte Province. The TA land tenure data adviser and PMO and PIO1 staff will assist to collect the data. Produce test outputs to verify the full system and documentation. Modify the system and documentation as required.
6. Develop specifications of the data collection phase for the LAMP contractor to perform.
7. Design quality control techniques for the data entry.
8. Provide training on data collection and entry to the contracted staff responsible for the national data capture.
9. Train staff of the Project to manage the system.
10. Provide analysis tools and standard reports and maps.
11. Make a summary report of the system and working guides.

Deliverable 31

12. After the data entry is completed and checked, produce analysis results of the national land tenure situation after consultation with the PMO on the required output.
13. Write a report on the results.
14. Present the results to a workshop organised by the TA and PMO.

GIS System

In addition, the national adviser will work together with the international land parcel mapping adviser to develop, test and evaluate a pilot GIS for use in the LAMP prototypes at Leyte and Quezon City. The purpose is to further improve the quality of the mapping information for use in the land titling and land records management activities.

Initially the system will be designed and a pilot begun in each prototype. This will include training and it will see the output by PIO staff of CIMs. A brief report on the system objectives, characteristics and advantages / disadvantages will be made as part of the TA's main reports on deliverables 21 and 22.

During the first half of 2003 the main testing, training and evaluation will occur. Workshops will be used to convey the findings to a wider audience of the potential benefits of GIS in a future LAM Programme. A report on the evaluation will be produced and will form a part of the TA's main reports on Deliverables 25 and 27.

The Project will provide the GIS software and PC equipment, as well as a scanner and plotter.

Priority

This GIS task will be undertaken in parallel with the land tenure study but the land tenure study will be given the higher priority. It is planned that during the data collection phase of the land tenure study that the GIS work will proceed.

End

TERMS OF REFERENCE

INTERNATIONAL ORTHOPHOTO MAPPING ADVISER
(Second Assignment in 2003)

The PA-LAMP foreshadows a potential 15-20 year program to improve land administration in the Philippines. It is a strategic GOP initiative which aims to support an efficient land market and alleviate the present low level of confidence in the system of formal land registration and the lack of tenure security.

The **Goal** of AusAID assistance, through support of the TA program, is *to assist the GOP to improve the effectiveness, transparency and efficiency of land administration to achieve the resultant flow of economic and social benefits in the Philippines.*

The **Purpose** of the TA program is *to assist the GOP to establish structures and operating procedures for a long-term program to reform the land administration system in the Philippines.*

The Orthophoto Mapping adviser to the LAMP Project will work at Prototype 1 (Leyte) and 2 (Quezon City). The exact timings will be determined depending on the work needs.

The adviser will report to the TA team leader. The Orthophoto mapping adviser will work closely with Project counterparts at each Project site.

The approach at all times will provide the Project with best practice, a safe working situation and be Gender sensitive. The adviser will cooperate with the members of the Quality Assurance Panel whose job it is to verify that TA outputs are of a suitable standard and completeness. To this end, the adviser shall maintain an up to date work plan and have regular review meetings with counterparts on progress, issues and changes to the plan. A monthly report will be submitted to the team leader.

This TOR addresses the second assignment. The emphasis will be more on the use of the photomaps and space imagery in the workplace, the lessons and recommendations for better approaches and operational procedures.

The International Photomapping adviser will be responsible for completing the following work no later than 30 November 2003 (reference is the PDD and the work to be completed is described as Deliverable 34 of output 2.2 and Deliverable 36 of Output 3.2 in the AusAid – AMC contract):

The specific outputs from the adviser in this assignment are:

a) The Use of Photoproducts in the Future LAMP Program. Report on the testing completed and the lessons learned from the use of photo products (orthophotos and space imagery) in LAMP, and make recommendations for the future program. (Note that coincident with this assignment there will be a cadastral survey assignment to look at possible changes to the definition of land parcel boundaries). This is the major task and the scope includes:

   i) Assess the quality of the orthophoto maps provided and the space imagery;

   ii) Assist the two prototypes to further test CIM production with photo products;

   iii) Assist PIO1 to use photo products to integrate spatial data from various agencies and to validate past surveys and identify errors in transformation to PRS 92;

   iv) Assist PIO1 to use photo products to perform a simulated cadastral survey and Barangay boundary test as an option to replace traditional methods in suitable situations (note that this must be a simulation because current regulations and practices require a metes and bounds description);

   v) Assist the two prototypes to explore potential benefits of using photo products (not necessarily rectified) in the community participation activities and especially in the CO-CD approach in PIO1;

vi) Assist the two prototypes to explore the use of photo products in the administration and field planning tasks of land adjudication and field validation, and the OSS operations.

b) Performance of the Computer Assisted Functions. The reports of the TA under outputs 2.2 and 3.2 should be referred to. Make assessment report with recommendations on the following:

i) Textual data base applications and the linking to the parcel on the CIM;

ii) GIS pilot tests and the use of the photomaps, making reference to the GIS evaluation report (August 2003);

iii) Proposed networking of the OSS agencies and integration of spatial data.

c) Training. Provide training in support of the above activities, especially the field-based use of the photomaps and space imagery, including photo interpretation, CIM and cadastral surveying by use of photo products. Provide skills training on acceptance testing of photo products (orthos and space imagery) and criteria for acceptance.

d) Report. Compile a single report on all of the above topics and include an executive summary emphasising the lessons and the recommendations for the short term and for the LAMP Phase 2.

e) Seminar. It is planned that an international expert in cadastral surveying systems will be mobilised at the same time an it is envisioned that a seminar on boundary definition will be arranged for the government and private sector professionals. If this pushes through the adviser on photomapping will be required to present his findings.

Background on Mapping

1. The overall task in prototype 1 is to assist in the identification of options for improved survey and mapping methods to produce land parcel descriptions that are appropriate to support land titling. In particular, this includes methods for producing the initial CIM based on existing records, updating the CIM from new surveys, and using the photomaps for new surveys.
2. The overall task in prototype 2 is to assist in the identification of options for better cadastral mapping and the validation of land related records. To include potential changes to the map product design (mapping system adopted etc), sources of base data, linkage to the textual data base, update of the maps, security of the maps. The options should not be limited by existing regulations and laws which may restrict current practices as these could be changed for future operations. The evaluation should draw on experience in the project and overseas experience. A range of stakeholders are to be involved in the evaluation, including the LMB and the private sector.
3. The CIMs are to be fundamental to the identification of fake, duplicate and missing titles in the Quezon City pilot area. In both prototypes the processes should be integrated with other prototype processes. The integration of the CIMs into the OSS and the ROD is a key task in order for the quality of the records to be sustained into the future.
4. A pilot test of a GIS (geographic information system) has begun in both prototypes.
5. As at 21 August the Project has received:
    a. 56 photomaps and digital files from NAMRIA for use in PIO1 (out of expected 56);
    b. 136 photomaps and 95 digital files from NAMRIA for us in PIO2 (out of expected 136 maps);
    c. 6 CDs of Ikonos orthorectified data from GSMI for use in PIO1, and in preparation are mosaiked hard copy prints.

TERMS OF REFERENCE

SYSTEMATIC REGISTRATION ADVISER
Fourth Part of Long Term Assignment (2003)

The PA-LAMP foreshadows a potential 15-20 year program to improve land administration in the Philippines. It is a strategic GOP initiative that aims to support an efficient land market and alleviate the present low level of confidence in the system of formal land registration and the lack of tenure security.

The **Goal** of AusAID assistance, through support of the TA program, is to assist the GOP to improve the effectiveness, transparency and efficiency of land administration to achieve the resultant flow of economic and social benefits in the Philippines.

The **Purpose** of the TA program is to assist the GOP to establish structures and operating procedures for a long-term program to reform the land administration system in the Philippines.

The Systematic Registration adviser to the LAMP Project will be based in PIO1 at the One Stop Shop building at Candehog. He will report to the TA Project Director. He will assist the APD to coordinate TA work in Leyte. The Systematic Registration Adviser will work closely with the PIO 1 systematic registration counterparts and prototype managers.

The approach at all times will provide the Project with best practice, a safe working situation and to be Gender sensitive. The adviser will cooperate with the members of the Quality Assurance Panel whose job it is to verify that TA outputs are of a suitable standard and completeness. To this end, the adviser shall maintain an up-to-date work plan of adviser activities and have regular review meetings with counterparts on progress, issues and changes to the plan. A monthly report will be submitted to the Project Director.

The purpose of the output is to assist the PIO1 to investigate better approaches to accelerated land titling, to document the advantages and key characteristics, to develop key procedures and to consult with stakeholders on the efficacy and acceptability of the possible methods and make recommendations (output 2.2 of the work plan refers).

An additional requirement of the output that was introduced at contract amendment one, is to develop procedures for the free patent titling and develop and implement suitable training of staff for the first testing of free patent titling in the prototype area. Evaluation and lessons learned workshops are to be held and the results documented to guide the design of LAMP 2.

The International Systematic Registration adviser will be responsible for completing the following work no later than 30 November 2003 (reference is the PDD and the work to be completed is described as Deliverable 34 in the AusAID – AMC contract):

1. Assist PIO 1 in the ongoing implementation of free patent pilots and in the conduct of evaluation. This will include assisting in the design of the simultaneous survey and adjudication of land parcels an update of prior reports on the potential of free patent titling to include lessons emerging from field activities during Activity 34.
2. Assist PIO 1 in the ongoing implementation of judicial titling pilots, including developing a strategy for completing the rural pilots and evaluating the process for residential pilots. This will include updating prior reports on the potential of judicial titling as a methodology in Phase II to include the lessons emerging from field activities during Activity 34.
3. Assist PIO 1 to identify revised adjudication procedures to accommodate the use of orthophotos as a tool to streamline land titling procedures.
4. Assist PIO1 to make recommendations for the ongoing land titling processes and document.
5. Assist APD in the design and coordination of PIO 1 TA activities and assist PIO 1 in the liaison with TA and APD.
6. Collate a final report for Activity 34 with inputs from all advisers.

TERMS OF REFERENCE

INTERNATIONAL CADASTRAL SURVEY ADVISER
2003

The PA-LAMP foreshadows a potential 15-20 year program to improve land administration in the Philippines. It is a strategic GOP initiative which aims to support an efficient land market and alleviate the present low level of confidence in the system of formal land registration and the lack of tenure security.

The **Goal** of AusAID assistance, through support of the TA program, is *to assist the GOP to improve the effectiveness, transparency and efficiency of land administration to achieve the resultant flow of economic and social benefits in the Philippines.*

The **Purpose** of the TA program is *to assist the GOP to establish structures and operating procedures for a long term program to reform the land administration system in the Philippines.*

The Cadsatral Survey adviser to the LAMP Project will be based in PMO (QC) and PIO1 (Leyte). He will report to the TA team leader. The adviser will work closely with Project counterparts.

The approach at all times will provide the Project with best practice, a safe working situation and be Gender sensitive. The adviser will cooperate with the members of the Quality Assurance Panel whose job it is to verify that TA outputs are of a suitable standard and completeness. To this end, the adviser shall maintain an up to date work plan and have regular review meetings with counterparts on progress, issues and changes to the plan. A monthly report will be submitted to the team leader.

The overall purpose of this activity of PA LAMP is to recommend methods and approaches to cadastral surveying that would be more effective and efficient, appropriate and sustainable in the long term program. The study will therefore have two main thrusts; (i) the basic cadastral law and practice of boundary definition in the Philippines; (ii) the methods used and the institutional arrangements for delivery of the cadastral survey services.

The process of the study should involve wide stakeholder participation and evaluation against objective criteria. The entrenched practices and regulations and the poor standard of survey education will be considered in the practical assessment. The recommendations will be expected to take a longer term view of sustainable development of the cadastral survey system and capacity. A review of the considerable body of related reporting undertaken already by the PA LAMP must be undertaken.

The International Cadastral Survey adviser will be responsible for completing the following work no later than 30 November 2003 (reference is the PDD and the work to be completed is part of Deliverables 34 of Output 2.2 in the AusAid – AMC contract):

1. Describe and evaluate the current approach, and make recommendations for reform in cadastral boundary definition in the land administration system making comparisons and reference to other countries and identifying key strengths and weaknesses;
2. Describe and evaluate the existing cadastral survey system and and make recommendations for development of the various components; to include,
    a. Cadastral survey methods and technology;
    b. Cadastral survey standards, regulations and guidelines;
    c. Quality assurance;
    d. Licensing of practioners and industry development;
    e. Access to cadastral survey information and its contribution to national spatial data bases, including a strategy for raising appreciation of cadastral data as a fundamental national resource.
3. Describe a strategy for reform in the short and long term, taking into consideration the existing capacity, readiness for change and strength of the insitutions (government, private sector, professional associations, academia, etc), and also considering the opportunities for implementation of reform in the next phase of LAMP.

Attachment 4 - *Pilot profile for simultaneous survey and adjudication*

PROFILE OF PILOT ACTIVITY

Issue	Detail
Title	**Free Patent for unsurveyed land**
PIO 1 officer responsible for managing the pilots	**Solomon Faller**
Location	Pastrana
Duration	4 months
Commencing	In Activity 34, commencing September 2003 ending December 2003
Titling method	Administrative titling – free patents
Mobilisation Methods	(a) LGU-led CO at Capilla [70 lots] (b) NGO-led CO at Dumarag [lots] and Caba-uhan [lots] [c) PIO 1-led CO at Caninoan [97 lots]
Aims of the pilot	***Adjudication Aims -*** • To test systematic adjudication occurring simultaneously with sketching and survey, to develop procedures, provide training and expand the Operations Manual. • For SAT to test completing the interview and ocular inspection on the one occasion, completing the application form, the ocular inspection, the notice of lacking documents and all affidavits, and having all documents signed during the interview • Resolve issues of the functions of adjudicators and DPL Inspectors • To test the use of survey contractors. Assess the capacity of survey contractors to conduct cadastral surveys • To develop the liaison processes between the adjudicators and the survey contractors • To review guidelines for the mass production of SNS in the field • Formalise and streamline the process for the procurement of survey contractors. Develop and implement training methodologies for SNS • Test the process for subdivision among heirs • Formalise the training and orientation required for survey contractors • Provide methodology for the quick expansion of titling activities in LAMP II using contracted resources • Review capacity of survey verifiers and provide training • Clarify dispute resolution functions and processes ***CO Aims*** - [see separate profile]. Test alternate community mobilisation processes in conjunction with adjudication, sketching and survey. The rate of progress in the scheduling of interviews ***OSS Aims*** - Review DENR plan approval processes
Key design issues	*1. Address deficiencies experienced in Activity 25* • Proper training of survey contractors in SNS. Ensure satisfactory standards of SNS. Implement quality control procedures • Inadequate liaison between SAT and survey • Inadequate liaison between survey and CRS • Parcels to be processed each day to be planned in advance and set out in the schedule of interview binding on all participants • *2. Address CO issues* - • the survey contractor must work at the speed required by the project. This will be in the vicinity of 5 parcels per adjudicator per day as set out in the schedule of interviews • The contractor will have different procedures in different pilot locations

Issue	Detail
	• • *3. Test and evaluate new process* • The fundamental issue is not the production of SNS and surveys but the testing and evaluation of alternate procedures. Therefore the commercial interests of the surveyor must be subject to the project requirements. Nevertheless the project must ensure efficient procedures so that the contractor is not disadvantaged 4. Multiple contact persons will frustrate surveyor 5. Lack of base camp -
Pilot Methodology	PIO 1 to develop and refine • guidelines for procuring survey contractors, • training and orientation of the survey contractors • SNS processes Develop pilot methodology and test it in the field Evaluation and lessons Revise the process and streamline
PIO 1 officers	Systematic Registration Manager CSR Officer Geodetic Engineer CO Officers
TA counterparts	Systematic Registration Adviser CO Advisers
Other PIO 1 resources required	• Planning and Coordination; • Support Services Unit for procurement, allowances etc • Adjudicators and deputy PLI, with quality control from the SAT Leader • CIM • Training Coordinator
Government resources	
Base Camp required	No
Survey contractors	(a) LGU-led CO at Capilla - FF Cruz (b) NGO-led CO at Dumarag [lots] and Caba-uhan [lots] [c) PIO 1-led CO at Caninoan - Manajo
Procurement required	
CIM required	
Key performance/ success indicators	
Reports required	***BY DECEMBER 2003*** ***SAT*** - evaluation of simultaneous adjudication and survey - quality, time, cost, productivity of adjudicators ***Survey*** - procurement of survey contractors, adequacy of contract provisions, capacity of private sector, quality of SNS, survey and technical description, capacity of verifiers - quality time and cost ***DENR plan approval processes*** - time taken to approve the survey ***CRS*** - evaluation and comparison of CPO approaches; comparison with other CRS approaches; potential revised or integrated community mobilisation approach

Issue	Detail
	Disputes - statistical and detailed report of disputes encountered, the nature of disputes, action by the prototype and outcomes
Other criteria for evaluation	Time; cost; quality of outputs; community response
Process for Evaluation	Workshops as follows
Date of Evaluation	December 2003
Evaluation by	PIO 1, community, survey contractors, CENRO, PENRO, ROD, DENR Regional Office
Issues expected to be encountered in nationwide gearing up	

Pilot Profile - Orthophotos

Issue	Detail
ACTIVITY	**PILOT/ EVALUATION OF THE POTENTIAL USE OF PHOTOMAPS IN PARCEL DEFINITION FOR LAND TITLING**
Methods tested	Use of orthophotos in parcel definition However, the actual outputs in the field cannot be used to generate titles so the main purpose of the pilot is to generate data and selection criteria as a means of comparison with ground survey and the use of satellite imagery.
Aims of Pilot	
Location	Municipality of Alang Alang, barangay of …….. number of lots: …..
Duration	
Commencing	
Evaluation Criteria	Time c.f. ground survey Cost c.f. ground survey Skill levels required to implement this system. Training required Lead times in preparing for groundwork
Evaluations to be conducted	Evaluation workshop
Specific deliverables	1. Report on the pilot - progress, issues, evaluation using criteria , comparison with alternate methods; constraints experienced etc; outcomes at workshops. Recommendations for Phase II methodology. Recommendations should specify the criteria for selecting locations where orthophotos can be used. The report should evaluate the time, process and cost of photographing and producing photo prints. The report, in drawing conclusions about the benefits of photomaps, should also cross reference: (i) the outcomes of the use of orthophotos in manual CIM production (ii) the use of orthophotos in evaluating the quality and accuracy of surveys that have also been improved (iii) the use of orthophotos in supporting the digital CIM 2. Specific mention in the report to impediments to the introduction of this methodology [include amendments required to survey regulations], strategy for generating support. 3. Description of the field procedures for using this methodology
Reporting back workshops	Reporting workshop to include industry participants; possible merged workshop with PIO 2 Merge this possibly with the outcomes of the evaluation of the cadastral surveys by survey contractors
Referrals LAG Industry PMO	Recommendations for Phase II to be presented to LAG and industry. Possible LAG participation in industry workshop Include PMO in reporting workshop
Brief description [see more detailed design]	Current parcel definition procedure is by field survey undertaken by survey contractors. Contractors are working on the municipalities of

Issue	Detail
	Pastrana and ….. The outputs of the cadastral pilots will be evaluated on…. The specific cost per parcel of ground survey will be a basis of comparison. The cadastral survey pilot should also include baseline figures on plan approval times in the regional office of DENR. An alternate methodology is used in other countries. It involves the use of photomaps as a means of parcel definition. The photomap is taken to the field and landowners and neighbours identify their parcels and the boundary as indicated on the photomap. In the field the usual process of establishing corner markers occurs. The team pinpricks the map to show the location of corner markers. Then a Survey Notification Sheet is prepared. This shows boundaries, corner markers, improvements, roads and access, actual tape measurements and offsets etc. The map produced from the photo in the field becomes the index map and is used for title generation without detailed survey. Current regulations may not permit the issue of titles without a cadastral survey. Some relaxation of standards will be required. To achieve this there must be a tangible benefit demonstrated by the field test.
Impact on existing SAT procedures	The overall impact on SAT processes is minimal. The joint interview with the survey party involved in locating corner markers and preparing SNS remains the same. The interview is not affected. The main impact is in survey party activities
Impact on existing parcel definition procedures	NO survey contractor will be required No cadastral survey will be produced. The main tools for parcel definition will be the photomap and the SNS, which assumes increased importance. The photomap is updated in the field with inputs from owners, indicating specific boundary locations. The index map produced from this is as useful as any other CIM. There is no need for a plan approval process??
Preparation required before commencement of pilots	Baseline data Procurement:
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	

Pilot Profile - Cadastral survey using private contractors

Issue	Detail
ACTIVITY	**Cadastral survey using private contractors**
Methods tested	Ground survey; procurement processes; quality control; SNS preparation and standards; plan approval processes
Aims of Pilot	
Location	
Duration	
Commencing	
Evaluation Criteria	
Evaluations to be conducted	
Specific deliverables	
Reporting back workshops	
Referrals LAG Industry PMO	
Brief description [see more detailed design]	
Impact on existing SAT procedures	
Impact on existing parcel definition procedures	
Preparation required before commencement of pilots	Baseline data: existing plan approval times in DENR regional office
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	

Issue	Detail
ACTIVITY	**Use of orthophotos to evaluate approved surveys**
Methods tested	
Aims of Pilot	
Location	
Duration	
Commencing	
Evaluation Criteria	
Evaluations to be conducted	
Specific deliverables	
Reporting back workshops	
Referrals LAG Industry	

Issue	Detail
PMO	
Brief description [see more detailed design]	
Impact on existing SAT procedures	
Impact on existing parcel definition procedures	
Preparation required before commencement of pilots	
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	

Issue	Detail
ACTIVITY	**CIM production using orthophoto**
Methods tested	
Aims of Pilot	
Location	
Duration	
Commencing	
Evaluation Criteria	
Evaluations to be conducted	
Specific deliverables	
Reporting back workshops	
Referrals LAG Industry PMO	
Brief description [see more detailed design]	
Impact on existing SAT procedures	
Impact on existing parcel definition procedures	
Preparation required before commencement of pilots	
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	

Issue	Detail
ACTIVITY	**GIS pilot/ digital CIM production**
Methods tested	
Aims of Pilot	
Location	

Issue	Detail
Duration	
Commencing	
Evaluation Criteria	
Evaluations to be conducted	
Specific deliverables	
Reporting back workshops	
Referrals LAG Industry PMO	
Brief description [see more detailed design]	
Impact on existing SAT procedures	
Impact on existing parcel definition procedures	
Preparation required before commencement of pilots	
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	

Issue	Detail
ACTIVITY	**Parcel definition using satellite imagery**
Methods tested	
Aims of Pilot	
Location	
Duration	
Commencing	
Evaluation Criteria	
Evaluations to be conducted	
Specific deliverables	
Reporting back workshops	
Referrals LAG Industry PMO	
Brief description [see more detailed design]	
Impact on existing SAT procedures	
Impact on existing parcel definition procedures	
Preparation required before commencement of pilots	

Issue	Detail
Specific deliverables	
Officers / resources	
Evaluations required	
Evaluation criteria	