

Capacity Development Program
Economic Sector

Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of CapDev	Time Frame	Funding Requirements			Process Owner/ Office Responsible	Source of Support / Technical Assistance
						Y1	Y2	Y3		
Limited manpower to perform various functions in the Office of Municipal Agriculturist	Plantilla positions in the Office of Municipal Agriculturist created	Hiring of qualified permanent personnel such as:	Personnel in the Office of Municipal Agriculturist hired	Qualified Applicants	2020-2022				MAO	LGU
		(1) Supervising Agriculturist			2020-2022	300,000	300,000	300,000	MAO	LGU
		(1) Agriculturist II			2020-2022	250,000	250,000	250,000	MAO	LGU
		(1) Agricultural Technologist			2020-2022	150,000	150,000	150,000	MAO	LGU
		(2) Aqua technologist			2020-2022	150,000	150,000	150,000	MAO	LGU
		(1) Meat Inspector			2020-2022	162,000	162,000	162,000	MAO	LGU
		(1) Farm Supervisor			2020-2022	100,000	100,000	100,000	MAO	LGU
Not fully functional MAFC and MFARMC	Functional MAFC and MFARMC	Provision of stipends	Stipend provided	MAFC and MFARMC	2020-2022	40,000	40,000	40,000	MAO	LGU
No regular monthly meetings to organized farmers/fisherfolks	Regular monthly meetings	Conduct meeting regularly	Meetings conducted	Organized groups and stakeholders	2020-2022				MAO	LGU
Limited Office space	Improved office conducive for working areas	Improvement of office and procurement of needed furniture and fixtures	Improved office	MAO Personnel	2020-2022	100,000	100,000	100,000	MAO	LGU
Absence of service vehicle to deliver basic services	Availability of service vehicle	Procurement of one (1) unit 4-wheeled vehicle	Procured vehicle	MAO Personnel	2020-2022		800,000		MAO	LGU
Lack of KAS among MAO Personnel	Attended Capability Building Activities	Attendance to capability building activities	Increased KAS	MAO Personnel	2020-2022	200,000	200,000	200,000	MAO	LGU
Not Updated Municipal Agricultural & Fishery Profile and Plan	Agricultural and Fishery Development Profile and Plan updated	Updating of Profile and Formulation of Plan	Agricultural and Fishery Profile updated and formulated plan	LGU	2020-2022	50,000	50,000	50,000	MAO	LGU
Limited groups of farmers and fisherfolks organized	Organized group of farmers and fisherfolks in every barangay and federated into municipal	Community organizing	Farmers and fisherfolk organized	Community	2020-2022	30,000	30,000	30,000	MAO	LGU
Limited support on technical and financial assistance to livestock and poultry raisers	Technical and financial support among livestock and poultry raisers increased	Provision of technical and financial support to livestock and poultry raisers	Sustainable livelihood program provided	Livestock and poultry raisers	2020-2022	500,000	500,000	500,000	MAO	LGU
Limited number of household farmers and fisherfolk visited	Increased number of household farmers and fisherfolk visited	Regular visit to household farmers and fisherfolk	Visited household farmers and fisherfolks increased	Farmers and fisherfolk	2020-2022	50,000	50,000	50,000	MAO	LGU
Not Updated Masterlist of Farmers	Updated masterlist of farmers	Establishment of database	Database established	OMA	2020-2022	100,000	100,000	100,000	MAO	LGU
Low production of vermicast and	Increase production of	Procurement of substrate for vermi	Produced organic	Farmers	2020-2022	50,000	50,000	50,000	MAO	LGU

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						Y1	Y2	Y3		
vermi tea	vemicast and vermi tea	culture	fertilizer							
Unimplemented Ordinance on Fishery Management Area in Sitio Sabang, Danao Norte and Sitio Cabalian, Agmanic	Strict implementation of Fishery Management Area Ordinance	Procurement of materials and provision of incentives for volunteers	Preserved and conserved marine habitat	Community	2020-2022	200,000	200,000	200,000	MAO	LGU
No regular meeting of MFARMC/MAFC	Regular meeting of MFARMC/MAFC	Conduct regular meeting	Conducted regular meeting and resolved issues	Council Members	2020-2022	30,000	30,000	30,000	MAO	LGU
Low sense of volunteerism among fisherfolk as Bantay Dagat	Recruited volunteers	Recruitment and provision of incentives to volunteers	Activated Bantay Dagat	Fisherfolk	2020-2022	250,000	250,000	250,000	MAO	LGU
Low level of awareness of the community on Coastal Resources Management	Heightened the awareness of the community on CRM	Conduct IEC on CRM	Awareness of the community on CRM	LGU/Community	2020-2022	30,000	30,000	30,000	MAO	LGU
Absence of ordinance in Establishment of Marine Protected Area (MPA)	Enacted Ordinance for MPA	Enactment and Enforcement of MPA Ordinance	Conserved and preserved marine resources	Community	2020-2022	10,000	10,000	10,000	MAO	LGU
Absence of ordinance for the creation of plantilla position in the MA office	Enacted Ordinance for the creation of plantilla position	Enactment of Ordinance	permanent personnel	OMA	2020-2022	10,000	10,000	10,000	MAO	LGU
Lack of IT Equipment	Availability of IT Equipment	Purchase of IT equipment	Database	OMA	2020-2022	100,000		100,000	MAO	LGU
Low enforcement of Agriculture and Fishery related laws	Strict implementation of existing laws and ordinances	Enforcement of Agriculture and Fishery related laws	Responsible farmers and fisherfolk	LGU/Community	2020-2022	100,000	100,000	100,000	MAO	LGU
No permanent office and personnel	Created office and hired permanent personnel	1. LEIPO II-SG 18	hired permanent personnel	Qualified applicants	2020-2022	400,000	400,000	400,000	MAO	LGU
		2. Ad. Asst.-SG 11	hired permanent personnel	Qualified applicants	2020-2022	165,000	165,000	165,000	MAO	LGU
Lack of knowledge on economic and investment promotion	Skilled on economic and investment promotion	Attendance to seminars & trainings	Attended seminars and trainings	LEIPO	2020-2022	100,000	100,000	100,000	MAO	LGU
Absence of investment and economic profile	Availability of investment and economic profile	Conduct survey	Available data	LGU		200,000			MAO	LGU
Absence of LEIP Office	Availability of LEIP Office	Establishment of LEIP Office	Available LEIP Office	LGU/LEIPO	2020-2022	500,000	500,000	500,000	MAO	LGU
Absence of Municipal WEBSITE	Availability of municipal WEBSITE	Development of WEBSITE	Available WEBSITE	LGU		50,000			MAO	LGU
Absence of ordinance creating office & position in the LEIP Office	Enacted ordinance	Enactment of Ordinance	Enacted Ordinance	LGU	2020-2022				MAO	LGU
Absence of IT equipment for data banking	Availability of IT Equipment for data banking	Purchase of IT Equipment	Available IT Equipment	LEIPO	2020-2022		60,000		MAO	LGU
Non-implementation of Local Investment Incentive Code	Strict implementation of Local Investment Incentive Code	Enforcement of Local Investment Incentive Code	Implemented Local Investment Incentive Code	LGU	2020-2022				MAO	LGU

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Absence of permanent Business Permit and Licensing Officer (BPLO); Designate only	Presence of permanent (BPLO)	Hiring of Permanent BPLO	Permanent BPLO hired	LGU	2020-2022	300,000.00	300,000.00	300,000.00	BPLO	LGU
Absence of License Inspector	Presence of License Inspector	Hiring of License Inspector	License Inspector hired	LGU	2020-2022	250,000.00	250,000.00	250,000.00	BPLO	LGU
Lack of equipment's, furniture and fixtures	Availability of equipment's, furniture & fixtures	Purchase of equipment's and furniture & fixtures	Office equipment's and furniture & fixtures	BPLO	2020-2022	50,000.00	50,000.00	50,000.00	BPLO	LGU
Computer-aided BPLS database	Computerized BPLS	Installation and application of e-BPLS	e-BPLS installed and utilized	BPLO	2020-2022	150,000.00	150,000.00	150,000.00	BPLO	LGU
No permanent Municipal Tourism Officer	Municipal Tourism Officer (MTO) hired and performing	Hiring of MTO and office created	MTO hired	MTO	2020-2022	400,000	400,000	400,000	Mun.Tourism Office	LGU
Municipal Tourism Council organized but not functional	Functional MTC	Reactivation and strengthening of MTC	MTC reactivated and strengthened	MTC	2020-2022				Mun.Tourism Office	LGU
		Conduct of regular (quarterly) meetings	Regular meetings conducted		2020-2022	5,000.00	5,000.00	5,000.00	Mun.Tourism Office	LGU
Low level of awareness of the MTC members of their functions, duties and responsibilities	Competent and active members of MTC	Capacity building activity	MTC members capacitated	MTC members	2020-2022	10,000.00	10,000.00	10,000.00	Mun.Tourism Office	LGU
Absence of Municipal Tourism Office (MTO)	Presence of MTO	Provision of Municipal Tourism Office	Municipal Tourism Office provided	MTO	2020-2022	200,000.00	200,000.00	200,000.00	Mun.Tourism Office	LGU
Lack of office equipments, furniture and fixtures	Office equipments, furniture and fixture provided	Purchase of office equipments, furniture and fixture	Office equipments, furniture and fixture purchased	MTO	2020-2022	100,000.00	100,000.00	100,000.00	Mun.Tourism Office	LGU
Limited supply of flyers, posters, brochures and other tourism related promotional materials	Sufficient supply of flyers, posters, brochures and other tourism related promotional materials	Coordination with tourism establishments for the reproduction of tourism flyers, posters, and brochures	Tourism products are properly marketed and promoted in coordination with tourism establishments	Tourists	2020-2022	10,000	10,000	10,000	Mun.Tourism Office	LGU
Lack of Appraisal and Assessment Personnel	Additional Personnel to perform Appraisal and Assessment function	Creation and appropriation of budget for the Appraisal & Assessment personnel	Position Created	Tax Mapper III, SG 18, Assessment Clerk III, SG 9	2020-2022		330,377.12	330,377.12	Mun.Assess or Office	LGU
2. Limited Office Space for personnel and Clientele	Adequate working space for personnel and clientele	Extension/Expansion of office space to conveniently accommodate personnel and clientele	Convenient working place	Real property tax payers/MAssO personnel	2020-2022		200,000.00		Mun.Assess or Office	LGU
Lack of skills on handling clients with behavioral problems	Skilled MAssO Personnel to handle clients' behavior/attitude	Attendance to trainings and seminars on Basic Customer Care Services (BCCS)	Skilled/Effective MAssO Staff	Clients	2020-2022	30,000.00			Mun.Assess or Office	LGU
Limited attendance of the Officer to the Continuing Professional Education on Real Property Appraisal	Officer Attended Seminar/Training to the Continuing Professional	Attendance to training & seminar on Continuing Professional Education on Real Property Appraisal and	Updated MassO Officer	Tax payers	2020-2022	110,000.00	140,000.00	140,000.00	Mun.Assess or Office	LGU

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and Assessment Operation	Education on Real Property Appraisal and Assessment Operation	Assessment Operation								
Non-attendance of the Officer on the Revised Philippine Valuation Standard	Officer attended seminar on the Revised Philippine Valuation Standard	Attendance to training/seminar on PVS	Effective and updated MAssO Personnel	MAssO Personnel	2020-2022	15,000.00			Mun.Assess or Office	LGU
* Backlogs on Assessment records (Omitted Tax Declaration from previous Revision/Double entry of TD Number/Property Index Number(PIN)/Double Assessment	* Updated Assessment records	Updating of RPT records	Updated RPT records	Taxpayers	2020-2022				Mun.Assess or Office	LGU
Absence of Ordinance Creating Tax Mapper III, and Assessment Clerk III	Tax Mapper III and Assessment Clerk III created	Enactment of Ordinance creating positions for Tax Mapper III and Assessment Clerk III	Created Position on Tax Mapper III SG 18, and Assessment Clerk SG 9	Tax Mapper III, SG 18, Assessment Clerk III, SG 9,	2020-2022				Mun.Assess or Office	LGU
* Absence of Software (RPT programs)	Computerized records of Assessments	Procurement of Software and IT Equipment	Computerized RPT records	MAssO Staff	2020-2022	350,000.00			Mun.Assess or Office	LGU
* Lack of Information Education Campaign on RPT	Reduced/eradicate Tax delinquency rate	Increase awareness of taxpayers through IEC	well informed tax payers	Tax payers	2020-2022				Mun.Assess or Office	LGU
* Will to enforce Assessment Policy	Increased revenue collection on Real Property Tax and Fees	Ensure the implementation of Assessment policy	Increased revenue on RPT, Fees and Charges	Taxpayers	2020-2022				Mun.Assess or Office	LGU
Lack of Registered Tourism Accommodation Facilities	Sufficient Registered Tourism Accommodation Facilities	Tourism Institutional and Human Resources*	Sufficient Registered Tourism Accommodation Facilities	LGU	2020-2022	1,000,000	1,000,000	1,000,000	Mun.Tourism Office	LGU
Lack of Registered Tourism Accommodation Facilities	Sufficient Registered Tourism Accommodation Facilities	Conduct of Tourism Investment Forum*	Sufficient Registered Tourism Accommodation Facilities	LGU	2020-2022	520,000	520,000	520,000	Mun.Tourism Office	LGU
Lack of tourism products and packaging	Sufficient and diversified tourism products	Tourism Products and Packages Development*	Sufficient and diversified tourism products	visitors,tourists, investors, fisherfolks, seaweed farmers, handicraft workers	2020-2022	200,000	200,000	100,000	Mun.Tourism Office	LGU
Absence of ordinance institutionalizing LGU owned business stalls	institutionalized LGU owned business stalls	Local Economic Enterprise Development*	institutionalized LGU owned business stalls	LGU	2020-2022				SB	LGU
Insufficient livelihood opportunities for farmers and fisherfolks	Sufficient livelihood opportunities for farmers and fisherfolks	Livelihood Assistance to Farmers and Fisherfolks*	Sufficient livelihood opportunities for farmers and fisherfolks	Farmers and fisherfolk	2020-2022	200,000	200,000	200,000	MAO	LGU
Unestablished negosyo center, unupdated Local Investment Code	Established negosyo center, updated Local Investment Code	Service and Industry Development*	Negosyo center established and updated Local Investment code	LGU	2020-2022	300,000	300,000	300,000	Office of the Mayor	LGU