



Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City

http://www.dilg.gov.ph



**GUIDANCE ON THE PREPARATION AND/OR UPDATING OF LAND USE
AND DEVELOPMENT PLANS AND INVESTMENT PROGRAMS**

Reference Number: 2019-189

Date: 14 NOV 2019

Rev. No. 00

1. Background

Consistent with the Synchronized Local Planning and Budgeting Calendar (SLPBC) prescribed in Department of the Interior and Local Government (DILG) - National Economic and Development Authority (NEDA) - Department of Budget and Management (DBM) - Department of Finance (DOF) Joint Memorandum Circular (JMC) No. 1, S. 2016: *Updated Guidelines on the Harmonization of Local Planning, Investment Programming, Resource Mobilization, Budgeting, Expenditure Management, and Performance Monitoring and Coordination in Fiscal Oversight*, LGUs are expected to revisit and/or update their respective development plans every election year to consider possible change of directions and priorities. Cities and Municipalities should be mindful of the need to have approved Comprehensive Development Plans (CDPs) by March 2020 to serve as basis for its annual budget.

A number of policies had already been issued to rationalize and strengthen vertical and horizontal linkages of the planning and budgeting systems, converge and harmonize agency policies and initiatives relative to local development planning and public financial management (PFM). These pertinent policies and priorities of the national government should inform the updating and alignment of plans and investment programs of local governments to facilitate an inclusive and more holistic plans and programs in support to the realization of the Filipino's aspirations for a 'matatag, maginhawa, at panatag na buhay para sa lahat'.

2. Purpose

Following the issuance of DILG MC 2019-172 re: *Compliance of Local Government Units on the Preparation/Updating of Comprehensive Land Use Plans (CLUPs) and CDPs*, this MC intends to:

- 2.1 Consolidate and highlight relevant strategies, priorities and other considerations in the preparation and/or updating of mandated plans and investment programs: Provincial Development and Physical Framework Plan (PDPFP) for provinces, CLUP and CDP for cities and municipalities, and Local Development Investment Programs (LDIPs).
- 2.2 Guide LGUs as they update their plans.

3. Legal Compliance

- 3.1. Republic Act No. 7160: *Local Government Code of 1991*

- 3.2. **DILG MC 2019-172: Compliance of Local Government Units on the Preparation/Updating of Comprehensive Land Use Plans (CLUPs) and Comprehensive Development Plans (CDPs)**
- 3.3. **Republic Act No. 11260: General Appropriations Act (GAA) of FY 2019**
- 3.4. **DILG MC No. 2008-156: Guide to Comprehensive Development Plan (CDP) Preparation for Local Government Unit**
- 3.5. **DILG-HLURB JMC No. 001, S. 2009: Guidelines on the Harmonization of Comprehensive Land Use Plan (CLUP) and Comprehensive Development Plan (CDP) Preparation**
- 3.6. **DILG MC No. 2015-77: Guidelines on Mainstreaming Climate Change Adaptation and Disaster Risk Reduction in Local Development Planning**
- 3.7. **DILG-NEDA-DBM-DOF JMC No. 1, S. 2016: Updated Guidelines on the Harmonization of Local Planning, Investment Programming, Resource Mobilization, Budgeting, Expenditure Management, and Performance Monitoring and Coordination in Fiscal Oversight**
- 3.8. **DILG MC No. 2016-102: Guidelines on the Preparation or Updating of Local Plans**
- 3.9. **DILG MC No. 2018-172: Assessment of Comprehensive Development Plans (CDPs) for Component Cities and Municipalities**
- 3.10. **DILG-NEDA JMC No. 1, S. 2018: Guidelines on the Localization of the Philippine Development Plan (PDP) 2017-2022 Results Matrices and the Sustainable Development Goals**

4. Scope/Coverage

All Provincial Governors, Vice Governors, City/Municipal Mayors and Vice Mayors, DILG Regional/Provincial/City Directors, Cluster Heads, City/Municipal Local Government Operations Officers, and others concerned.

5. Policy Content and Guidelines

To ensure soundness and responsiveness of said plans, LGUs are thus enjoined to adhere and be guided by the following strategies/approaches as contained in the special provisions of RA 11260: FY 2019 GAA and other various National Government policies intended to (i) promote holistic and inclusive approaches to increase responsiveness of local plans and programs, (ii) ensure consistency and alignment of local development direction, strategies, and priorities with the national, regional, and provincial strategic thrusts, and (iii) strengthen linkage of local plans and budgets. LGUs are thus encouraged to:

5.1. Adopt Holistic and Inclusive Approaches in Planning

To ensure that local development plans, programs, projects, and activities shall consider the prevailing and anticipated realities, developmental trajectory of the broader spatial planning area, and are responsive to the needs of the general populace, marginalized and vulnerable groups, LGUs are enjoined to observe the following:

5.1.1. In the development of CLUPs and Shelter Plans:

development plans and investment programs across the different levels of governments.

5.2.1. For Provinces to:

- 5.2.1.1.** Ensure that the PDPFP and/or PDIP is anchored in the RDP and RDIP and are consistent and/or contributory to the attainment of the targets committed in the Provincial Results Matrices (RMs).
- 5.2.1.2.** Provide strategic direction and guidance to its component cities and municipalities to ensure alignment and complementation of plans and initiatives of constituent cities and municipalities with that of the province. Given this, city/municipal plans and investment programs shall contribute to the attainment of committed targets in the PRMs.
- 5.2.1.3.** Develop and undertake joint programs or augment financial resources of its component cities and municipalities for the implementation of programs and projects that have significant impacts on the province as a whole.
- 5.2.1.4.** Use the enhanced CDP Assessment Tool that adopts a risk-informed lens in FY 2020 to provide baseline information on risk-informed CDPs, a commitment under the PDP Results Matrices.

5.2.2. For Cities and municipalities to:

- 5.2.2.1.** Ensure that LGU plans are aligned with the province for component cities/municipalities and with Regional Development Council (RDC) for Highly Urbanized Cities and Independent Component Cities (HUCs/ICCs) and that priority PPAs reflected in the LDIP support and contribute to the attainment of the development targets reflected in the Provincial RMs for component cities/municipalities, Regional RMs for HUCs/ICCs
- 5.2.2.2.** Consider guidance of the province based on the results of CDP assessment conducted by the province
- 5.2.2.3.** In case of NCR LGUs, to ensure that plans are aligned and priority PPAs reflected in the LDIP support and contribute to the attainment of the development targets of the Regional Development Plan (RDP) and Investment Program.
- 5.2.2.4.** Use CDP assessment results to inform CDP updating.
- 5.2.2.5.** Use the CDP assessment tool, through the LDC/ Sanggunian, as a basis for reviewing CDPs prior to endorsement/approval.

5.3. Horizontal Integration: Linkage of Local Plans, Investment Programs, and Budgets

In the preparation of respective LDIPs/AIPs, LGUs are reminded to ensure that:

- 5.3.1.** LDIPs are derived from the long list of PPAs identified in the CDP

- 5.3.2. LDIPs are reflective of the priority PPAs that resulted from the prioritization exercise
- 5.3.3. AIPs constitute the annual slice of the LDIP
- 5.3.4. Annual budget funds PPAs included in the AIP particularly those contributing to the attainment of PRM/NCR LGU targets
- 5.3.5. LDIP/AIP Summary Form with Climate Change Expenditure Tagging (CCET) prescribed in the DILG-NEDA-DBM-DOF JMC 2016-01 is used for the purpose.

6. Repealing Clause

All existing issuances issued by this Department, which are inconsistent herewith, are hereby repealed or modified accordingly

7. Annexes

Annex A. BLGD-LSBs Joint Meetings Form 1: Regional Report: LSBs Joint Meetings

Annex B. BLGD LSB Monitoring Form 2: Joint Meetings - Local Special Bodies

8. Monitoring and Submission of Reports and other Requirements

To monitor LGU adherence to guidance as provided under RA 11260: FY 2019 GAA, DILG field offices are directed to monitor and report joint meeting of LSBs. Report submissions shall be uploaded to the below-indicated link:

8.1 For DILG ROs/POs:

REPORT	FORM	DEADLINE OF SUBMISSION	WHERE TO SUBMIT
Regional Report: LSB Joint Meetings	BLGD LSB Monitoring Form 1: Joint Meetings - Local Special Bodies	30 January 2020	BLGD through e-mail at odblgd@gmail.com , dilgcdp@gmail.com

8.2 For LGUs:

REPORT	FORM	DEADLINE OF SUBMISSION	WHERE TO SUBMIT
Scanned copies and Excel files of Joint LSB meetings conducted	BLGD LSB Monitoring Form 2: Joint Meetings – Local Special Bodies	15 January 2020	http://bit.ly/LSBJointMeetingF1

9. Effectivity

This Memorandum Circular shall take effect immediately.

10. Approving Authority


EDUARDO M. AÑO
Secretary



11. Feedback

Inquiries concerning this MC should be directed or addressed to Bureau of Local Government Development (BLGD) through any of the following: telefax numbers (02) 8929-9235 / (02) 8927-7852, e-mail at odblgd@gmail.com/ ldpd_blgd@yahoo.com/ dilgmdp@gmail.com, or through mail at 25th Floor, DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City for resolution and appropriate action.

Regional Report: LSBs Joint Meetings

As of _____

Region: _____

Provinces (1)	Cities/Municipalities (2)	No. of Conducted LSB Joint Meetings (3)	Date of conducted Joint Meetings (4)	Remarks (5)

Prepared by:

Submitted by:

DILG LGMED Division Chief_____
DILG Regional Director**Instructions:**

Column 1: Indicate all provinces

Column 2: Indicate all cities/municipalities

Column 3: Indicate no. of conducted Joint Meetings of LSBs

Column 4: Indicate date of conducted Joint meetings of LSBs

Joint Meetings - Local Special Bodies

Region: _____

Province: _____

City/Municipality: _____

List down all the conducted joint meetings of Local Special Bodies (LSBs) within the city/municipality. Indicate relevant information for each of the conducted joint meetings.

No. (1)	Date conducted (2)	Agenda / Objectives (3)	Agreements / Ways Forward (4)	List of Sectoral Council/Committee/Board present during the Joint Meeting (5)

Prepared by:

Council/Committee Board Secretariat

Submitted by:

City/Municipal Local Government Operations Officer

Instructions:

Column 1: Indicate number

Column 2: Indicate the date of conducted joint meeting

Column 3: Indicate the agenda or objectives

Column 4: Indicate agreements made during the joint meeting

Column 5: Indicate represented sectoral council/committee/board