



### Corruption Vulnerability Analysis Matrix for FLA

ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
<b>FORESHORE AREAS MANAGEMENT</b>								
Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices			SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau					
<b>A. Conduct of Inventory and Sketching of foreshore areas</b>	CENRO unit	To determine the existing / appropriate uses, availability of open areas, extent of the area and the number of settlers.	Risk of Erroneous Surveys /  Overlapping of areas based on survey plans/  Delay in the approval of survey plans.	High	High	Section 5, DAO-2004-24. Inventory and Sketches	Not fully implemented due to lack of funds /  Incomplete inventory	Inventory of the subject lands must be completed in compliance with the one (1) year provision as stated in DAO 2004-24.  Implement Computer-Based Foreshore Areas Management Information System (FAMIS) to include Survey Plans Inventory and Executive Information;  Upgrading of facilities, e.g. GPS, computers, etc.



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>				<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>				
<b>B. PROCESS APPLICATION FOR PERMIT OF OCCUPANCY AND USE.</b>  Issuance of provisional or revocable permits for occupancy and use.	CENRO FAMU	Grant of permits for temporary occupation and use of the lands.	Lack of enforcement  Lack of validation/on site inspection due to inadequate resources.	High	High	DANR Lands Admin Order 08-3-36, DAO 2005-12	Adequate but poorly implemented	Full implementation of DAO No. 2005-12;  Define functions / responsibilities of concerned agencies in the administration or management of foreshore areas through an Executive Order;



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
								Implement Computer-Based Foreshore Areas Management Information System (FAMIS) to include Permit and Lease Applications, Billing and Collection, and Executive Information;  Impose higher occupancy fees depending on the utilization of the foreshore land;
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>			<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>					
<b>C. PROCESS APPLICATION FOR LEASE AGREEMENT</b>								
Filing and Acceptance of application.	FAMU Staff	Filling up application forms	-	-	-	DAO 2004-24	Immediate assessment of fees after completion of	Diligent review of all supporting documents.



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
							all requirements.	
Payment of Fees and issuance of O.R.	Billing Collector	Revenue Collection	-	-	-	Cash receipts record	Poor recording system	Update accounts control records and use appropriate accounting records.
Numbering, Foldering and recording of the Carpeta	Records Officer	Orderly and proper recording of FL application	Document Security Risk due to lack of facilities for safekeeping of records and lack of regular personnel	Low	Low	Recording and docketing of application. DAO 2004-24	Monitoring of records and regular submission of reports	Data-banking and systematic filing of records and documents received; Computerization of records
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>			<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>					
Send notice to owner with preferential rights	CENRO	Notify littoral owners to acknowledge and apply or waive their rights thereto	Failure to notice due to inadequate resources	Low	Low	Notification letter and letter of acknowledgment or waiver of rights	Poor implementation	Sending of Notices via Registered Mail and proper filing of return cards and/or acknowledgment receipts/waiver of rights



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
Conduct of Preliminary Investigation (PI) and submission of report.	Foreshore Area Management Unit (FAMU) CENRO	Confirm development plan & technical description of the land applied for	Lack of validation/ on site inspection due to inadequate resources.	High	High	Investigation Report (DAO 2004-24 Complete and exhaustive report	Adequate but poorly implemented	<p>Full implementation of DAO No. 2005-12;</p> <p>Define functions / responsibilities of concerned agencies in the administration or management of foreshore areas through an Executive Order;</p> <p>Implement Computer-Based Foreshore Areas Management Information System (FAMIS) to include Permit and Lease Applications, Billing and Collection, and Executive Information;</p> <p>Impose higher occupancy fees depending on the utilization of the foreshore land;</p>



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>				<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>				
Conduct and submission of Appraisal report	Appraisal Committee CENRO	Determine the Appraise value of the area applied for as basis for the rental	Under –appraisal if the appraiser lacks knowledge and non observance of existing policy guidelines.	High	High	DAO 98-20 Current Assessments of Mun/City Assessor and Zonal Valuation of the BIR	Adequate but poorly implemented	Include certifications of assessments from the Mun Assessor and BIR zonal valuation in the appraisal report and such other factors determinants to sound appraisal.  Strict observance of the existing policy guideline of appraisal
Indorsement of the PI and Appraisal Reports with the carpeta	CENRO PENRO RED	For approval of the Secretary	Delay	Low	Low	Proper and timely indorsements of documents thru channels Memo dated April 24, 2007	Adequate	Monitoring of carpeta and expedite approval



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
Approval of the Appraisal report and Issuance of Authority to conduct public bidding.	Secretary	To authorize the conduct of public bidding	Delay	Low	Low	Approved Appraisal report and grant of authority to conduct bidding; Memo dated April 24, 2007	Adequate	Immediate transmittal of the authority to conduct public bidding after the approval of the Secretary.
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>			<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>					
Publication/ Posting of the Notice of Right to lease the land applied for and submission of proofs of publication.	CENRO	Publication and posting of notice and submission of proof of publication	-	-	-	Proofs of publication Certification of the CENRO that such notices were posted in the barangay, municipality or city where the area applied for is located CA 141, as	Sufficient	Explore possibilities or alternative means of giving notices to the public



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
						amended		
Public Bidding and submission of report of bidding	CENRO	To determine the highest bidder to the lease	-	-	-	Minutes of Bidding documents CA 141, as amended	Sufficient Bidding Committee	Convened duly constituted members of the Bidding Committee immediately after compliance of bidding documents
Issuance of the Order of Award to the winning bidder	CENRO	Issuance of Order of Award	-	-	-	Report of Bidding CA 141, as amended	Order of Award	Immediate awarding of the lease contract to winning bidder after the approval of the Secretary.
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>			<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>					
Final Investigation	CENRO	To determine compliance of conditions and introduction of new projects	Lack of validation/ on site inspection due to inadequate resources.			Submission of Report by Land Investigator DAO 2000-24	Adequate but poorly implemented	Full implementation of DAO-2005-12  Reports must contain a comparative statement between the Pre-Investigation and the Result of the Final





ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
								Investigation to determine vital changes of the foreshore area applied for; must be verified by the Land Investigator duly recommended by CENR Officer
Awarding and Notarization of approved FLA to the applicant	Awardee Records Officer (CENR Office)	Notarization and transmittal of FLA	-	-	-	Complete carpeta DAO 2000-24	Adequate	Improved system of document tracking



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
<b>FORESHORE AREAS MANAGEMENT</b>								
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Offices</b>				<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / USEC for Bureau</b>				
<b>D. Monitor Conditions of Permit / Lease / Contract</b>								
Payment of annual lease rental.	FAMU	Collection of lease rental fee fifteen (15) days after the receipt of lease contract for the first year.	Absence of or Inefficient Monitoring Procedures Risk	High	High	Collection of lease rental fees on due date DAO 2005-12	Inadequate	For purposes of intensifying collection of fees and generation of revenues, the Notice of Demand to pay rental fee should be issued to the lessee which is optional.



ACTIVITY	RESPONSIBLE UNIT/PERSON	OBJECTIVE	RISK FACTOR	LIKELIHOOD OF OCCURRENCE	SIGNIFICANCE OF IMPACT	CONTROL ACTIVITY/ MECHANISM	ASSESSMENT OF CONTROL OR SAFEGUARD	AREA FOR IMPROVEMENT
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT</b>				<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / SECRETARY – Central Office</b>				
Monitoring of compliance of FLA conditions	FAMU	To ensure compliance of provisions stipulated under the FLA.	Absence of or Inefficient Monitoring Procedures Risk n terms of introduction of improvements, encumbrance / transfer / subletting of rights, etc.	High	High. Loss of revenues, Uncollected penalties	Up to date ocular inspection of the area; Inventory of compliance of conditions stipulated in Lease Contract DAO 2005-12	Inadequate implementation of DAO 2005-12	Implement Computer-Based Foreshore Areas Management Information System (FAMIS) to include Inspection and Monitoring, and Executive Information;  Full implementation/ compliance of DAO 2005-12  Institute pro-active Collection, Inspection and other Monitoring programs;  Conduct re-appraisal on existing FLAs (no appraisal for ten years or more and / or with improvements) and impose penalty or surcharge / interest, if



								applicable;  Conduct capability-building programs for CENRO / FAMU (e.g. disposition of foreshore areas, appraisal, inspection / monitoring)
<b>Area: FORESHORE LEASE AGREEMENT/CONTRACT Central Office</b>				<b>SITES: CENTRO/PENRO-Bohol / RED –Central Visayas / SECRETARY –</b>				
Re-appraisal (every ten years or immediately if new improvements/developments have been made prior to the tenth year)	FAMU	Implement increase in rental rates as appraised	Absence of or inadequate monitoring procedures in terms of collection of rentals / fees, conduct of re-appraisals, introduction of improvements, encumbrance / transfer / subletting of rights, etc.	High	High. Loss of revenues, Uncollected penalties	Re-appraisal value Updated Assessment Reports from Assessor/Zonal Valuation of BIR Fair Market Value; DAO 2005-12  Monitoring of records of FLA due for re-appraisal DAO 2004-24	Adequate but poorly implemented	Impose appropriate legal actions and sanctions;  Impose higher occupancy fees depending on the utilization of the foreshore land;  Data banking  Full implementation of DAO 2005-12