



REPUBLIC OF THE PHILIPPINES
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY

PHILIPPINE NATIONAL VOLUNTEER SERVICE COORDINATING AGENCY

OFFICE CIRCULAR NO.XI
Series of 2016

**MONITORING AND EVALUATION FRAMEWORK FOR INTERNATIONAL
VOLUNTEERS**

WHEREAS, Title 5 of the PNVSCA Office Circular (OC) No. 4 s. 2003 provides the guidelines in monitoring the progress and accomplishments of foreign volunteers assigned in the Philippines under the International Volunteer Service Program (IVSP);

WHEREAS, there is a need to update the monitoring and evaluation guidelines of the IVSP to support the national government's policy on adopting results-based management systems for its programs and projects;

WHEREAS, the monitoring and evaluation framework for international volunteers ensures that the volunteer assistance provided supports the objectives of the IVSP and is aligned with the strategies of the Philippine Development Plan (PDP) and Foreign Volunteer Development Framework (FVDF);

WHEREAS, the framework helps facilitate the purposive conduct of evaluations in support of program improvement and accountability by the international volunteer service organizations (IVSOs), local partner institutions (LPis) and other stakeholders using evidence-based findings and results;

WHEREAS, the framework was presented to and approved by the IVSOs and the Multi-Sectoral Advisory Body (MSAB) on Oct. 15, 2015 and Feb. 23, 2016, respectively;

WHEREAS, the Executive Director of the PNVSCA is mandated to promulgate rules and regulations for the effective implementation of the volunteer service program;

NOW THEREFORE, to achieve the objectives of the IVSP and ensure the alignment of the strategies of the volunteer assistance with the PDP and FVDF, the monitoring and evaluation framework for international volunteers is adopted.

Section 1. General Guidelines. The monitoring and evaluation framework for international volunteers shall provide the procedures and requirements for conducting monitoring and evaluating foreign volunteers under the IVSP as explained in Annex A.

Section 2. Stakeholder Responsibility. The monitoring and evaluation activities shall be a shared responsibility between the PNVSCA, IVSOs, LPIs and volunteers.

Section 3. Monitoring. The PNVSCA, IVSO and LPI shall conduct regular monitoring activities to generate reports and data which will be used to assess and document the implementation of volunteer assisted programs and projects.

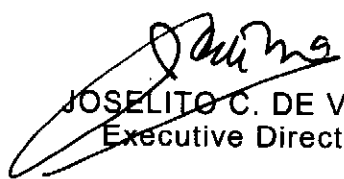
Section 4. Evaluation. The evaluation of a foreign volunteer assisted program or project shall be consistent with national evaluation policy framework of the Philippines issued by the National Economic and Development Authority (NEDA) and Department of Budget and Management (DBM) through Joint Memorandum Circular (JMC) 2015 – 01.

Section 5. Reporting. The PNVSCA, IVSOs, LPIs and volunteers are responsible for preparing the required monitoring and evaluation reports, and the non-submission of these may delay the approval of the request of the IVSO or LPI to extend the volunteer or have subsequent volunteer for the program or project.

Section 6. Repealing Clause. All office orders and circulars issued by the PNVSCA or sections thereof contrary or inconsistent with the provisions of this circular are repealed or amended accordingly.

Section 7. Effectivity. These guidelines shall take effect after fifteen (15) calendar days following its publication in the official gazette or publication.

Signed in Quezon City, this 23rd day of February in Two Thousand Sixteen.


JOSELITO C. DE VERA
Executive Director

In consultation with the MSAB:


ATTY. JOSE WILFRIDO S. OCA
Chairman