

COORDINATION, REPORTING AND MONITORING PROTOCOL FOR THE NORMALIZATION PROGRAM

I. REFERENCES

1. Annex on Normalization signed on 25 January 2014
2. Terms of Reference of the Joint Normalization Committee (JNC) signed on 22 March 2014
3. Terms of Reference of the Independent Decommissioning Body (IDB) signed on 22 March 2014
4. Terms of Reference of the Task Force for Decommissioned Combatants and their Communities (TFDCC) signed on 31 May 2015
5. Terms of Reference of the Joint Task Forces on Camps Transformation (JTFACT) signed on 11 February 2016
6. Terms of Reference of the Government of the Philippines (GPH) and the Moro Islamic Liberation Front (MILF) Peace Implementing Panels signed on 21 March 2017
7. Third Party Monitoring Team (TPMT) and its Terms of Reference signed on 25 January 2013
8. All other mechanisms relating to the Normalization Program

II. COORDINATION AND FOCAL PERSON

1. The Joint Normalization Committee (JNC) has the primary function of coordinating all mechanisms, components and overall process of the normalization.
2. Names and contact details of focal persons and alternates from different mechanisms shall be provided to the JNC. The JNC shall submit the list of focal persons and alternates to the Implementing Panels.
3. In view of ensuring efficiency, timeliness, and effectiveness in the delivery of program components, the JNC shall conduct dialogues and consultations, monitoring and coordination with relevant normalization bodies. The JNC shall resolve all disputes arising from the synchronization processes of mechanisms where it entails monitoring, collaborations, and assistance in settling these types of disputes. In case of non-resolution by the JNC, the matter shall be elevated to the Panels for final disposition.



III. REPORTING

1. Reporting Lines

- a. The JNC shall submit monthly reports to the Panels on the progress of its work, copies of which may be provided to all other agencies, committees, and bodies directly involved in the GPH-MILF peace process and the normalization process through the Implementing Panels.

Special reports may be provided, as needed.

- b. The Joint Peace and Security Committee (JPSC) along with its operating units, the Joint Peace and Security Teams (JPSTs), shall report directly to the

JNC. It shall render monthly reports and recommendations to the JNC. The JPSTs shall submit monthly reports to the JNC through the JPSC on the progress of its work.

- c. The normalization bodies such as but not limited to JTFCT, TFDCC, and IDB shall submit monthly reports to the Implementing Panels, copy furnished the JNC on activities and developments relating to the implementation of the normalization components. The normalization bodies shall provide relevant data including copies of their report in view of aiding the JNC in the conduct of its monitoring of the implementation of the normalization process.
- d. Reports of mechanisms shall be submitted to the Panels copy furnished the JNC, at the end of every month. The JNC will submit its recommendations including an assessment on timeliness of programs, variance/discrepancies in targeted activities, and recommendations on issues to the Implementing Panels one week after receipt from the mechanisms.
- e. The JNC shall report immediately to the Implementing Panels all unresolved issues arising from the implementation of the Normalization Program.

2. Reporting Protocols

- a. Every beginning of the year, the normalization mechanisms shall submit their respective workplans to the Implementing Panels, copy furnished the JNC.
- b. To ensure effectiveness in reporting, the monthly reports to the Panels, copy furnished the JNC, shall contain the following:
 - i. Target outputs for the month;
 - ii. Accomplishment on activities undertaken for the month (attach After Activity Reports);
 - iii. Justification for missed targets;
 - iv. Target re-setting (in cases of missed targets);
 - v. Schedule/ plans for the next month;
 - vi. Matters requiring immediate Panel or JNC action or decision.
- c. The Panels may prescribe the inclusion of additional data in the report.
- d. The report of the JNC shall include the following:
 - i. Convergence of efforts and activities;
 - ii. Assessment on coordination, synchronization, and harmonization of normalization processes, based on accomplishment of targets;
 - iii. Recommendations on issues identified.
- e. After-activity reports (AARs) shall be submitted to the Implementing Panels by the concerned normalization mechanism preferably within three (3) working days from the end of the activity and shall contain a summary of the activity, status of program implementation, action points and recommendations especially those pertaining to the normalization process. The JNC shall be furnished of said reports.
- f. All documents to be submitted to the Panels (through the respective Panel Secretariats of the GPH and MILF) should have a transmittal form indicating the receiving Panel Secretariat (name, position, signature, date and time received).

IV. MONITORING AND EVALUATION

1. The JNC shall formulate an overall process monitoring system to ensure effective implementation of all activities under the normalization program.
2. The JNC shall also develop a consolidated Information System of all relevant data from the individual information systems of all mechanisms. The data will be used by the JNC as additional tool for monitoring the program implementation process. This system shall contain among others, baseline data indicators and reports.
3. The JNC, in coordination with the mechanisms, shall develop the baseline data collection design, midterm and end term evaluation plans.
4. The JNC shall conduct regular monitoring visits to identified project sites to ensure the effective and timely implementation of the activities under the components of the program for normalization.
5. The JNC shall keep track of all deliverables/ action points identified by all mechanisms and shall inform the Panels of delays or issues arising from the program implementation process.
6. The Implementing Panels shall hold quarterly assessments with all mechanisms to ensure that sequencing and phasing of activities are done in a synchronized and timely manner.

V. CONFIDENTIALITY

All information, data, or opinion gathered, generated or exchanged in connection with the work of the Implementing Panels, the normalization mechanisms and different GPH-MILF peace process mechanisms shall be treated with utmost consideration for the safety and security of the sources and the integrity of the peace process. Critical and confidential information as defined by the Panels and mechanisms may not be divulged to other entities.

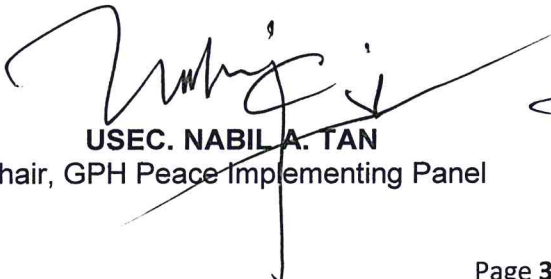
VI. AMENDMENT AND EFFECTIVITY

This protocol enters into force on the date of its signing. It shall remain in force for the duration of the implementation of the normalization program, without prejudice to review and amendments.

Any amendments to this Protocol shall be mutually agreed upon by both parties.

Done this 05th day of September 2018 in Marawi City, Philippines.

For the GPH:



USEC. NABIL A. TAN
Chair, GPH Peace Implementing Panel

For the MILF:



MOHAGHER IQBAL
Chair, MILF Peace Implementing Panel