

BMS Monitoring and Evaluation Form

Name of Protected Area: _____
_____ Quarter. CY _____

BMS Sites

Please list all villages where Community Monitoring Group meetings have been held at least once:

Please list all new transects since last supervision: (starting point)

List of coordinates per site

_____	_____
_____	_____
_____	_____

Please list all new Photo Documentation Points since last supervision and indicate number of view angles and coordinates for each:

_____	_____
_____	_____
_____	_____

Monitoring Date/s: _____

Monitored by:

_____	_____
_____	_____
_____	_____

<p style="text-align: center;">Schedule</p> <p>Have all the transect sites been monitored during the last quarter? When is the next scheduled monitoring of the transects?</p>			
<p>Data Gathering</p> <p>Is each transect undertaken by the same observer every time?</p>			
<p>Are wildlife species properly identified? Are sufficient notes made to document observations of rare species? Give example</p>			
<p>Have all the transects been surveyed at the right time of the day and in accordance with the prescriptions in the BMS Manual?</p>			
<p style="text-align: center;">Storage</p> <p>Are the accomplished transect data, including previous data. stored together? Please specify how are the results stored</p>			
<p style="text-align: center;">Analysis</p> <p>Are the transect data tallied?</p>			
<p style="text-align: center;">Reporting</p> <p>Were these transect records reported to PAMB since the last supervision was done? If yes, please specify when.</p>			

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Transect

Status			Remarks/Explanation
	Yes	No	
<p align="center">Site</p> <p>How many transects have been established?</p>			
<p>Are the coordinates for starting point of all transects written down?</p>			
<p>Are these coordinates plotted in a PA map?</p>			
<p>Are there new established transect routes? If there are, indicate their name and coordinates.</p>			

<p>Are all photo doc data forms, negatives and photos marked so that they can be related?</p>			
<p style="text-align: center;">Analysis</p> <p>Have any habitat changes been observed from the comparison between two photos? Please indicate the last time a comparison was made between two photos taken from same point with different dates.</p>			
<p style="text-align: center;">Reporting</p> <p>Were there any PD results reported to PAMB since last supervision was done? If yes, please describe.</p>			
<p>Have PD photos been used for demonstration or education purposes? When and where? Please get copy for PAWB</p>			

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Photo Documentation

Status	Yes	No	Remarks/Explanation
<p align="center">Site</p> <p>Are the photo documentation points indicated in the PA map? If yes. indicate how many photo doc sites have been established?</p>			
<p>Are there any possible habitat changes that will likely occur within the next year on these photo points?</p>			
<p>Are there any plans for establishing more photo points? If yes. please describe where and when.</p>			
<p align="center">Schedule</p> <p>Were photographs taken from all photo points during the last quarter? Please indicate the next scheduled photo documentation.</p>			
<p align="center">Data Gathering</p> <p>Are photos taken in the same direction and with the same size of lens every quarter?</p>			
<p align="center">Storage</p> <p>Were the films developed immediately?</p>			
<p>Are copies of data forms from all photo points stored together?</p>			
<p>Are copies of photo doc photographs from all photo points stored together?</p>			

<p>Data Gathering</p> <p>Are observations of resource use, threats and wildlife included in the Field Diary?</p>			
<p>Are wildlife species properly identified? Are sufficient notes made to document observations of rare species? Give example/s</p>			
<p style="text-align: center;">Storage</p> <p>Are the accomplished FD's reproduced and stored? If yes, please specify to whom these are distributed and how are the results stored?</p>			
<p style="text-align: center;">Analysis</p> <p>Are the recorded observations summarized at the end of the FD entries?</p>			
<p>Are Spot Reports and other patrolling reports included in the analysis?</p>			
<p style="text-align: center;">Reporting</p> <p>Are FD sheets submitted to the PASU immediately upon return from the field? Are entries checked?</p>			
<p>Are FD observations regularly discussed among PA staff to ensure quality data? If yes, give example.</p>			
<p>Was there any FD observation reported to the PAMB since the last supervision was done? If yes, please specify this particular observation/s</p>			

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Field Diary

Status	Yes	No	Remarks/Explanation
<p style="text-align: center;">Personnel</p> <p>Is there staff assigned to do regular field diary? If yes. indicate how many and their name/s</p>			
<p style="text-align: center;">Site</p> <p>Are the sites entered in the FD indicated in the PA map? If yes, indicate how many sites</p>			
<p>Is the location of observed habitat threats indicated in the PA map?</p>			
<p>Are the records of resource use also indicated in the PA map?</p>			
<p>Are the records of priority species also indicated in the PA map?</p>			

	Yes	No	Remarks/ Explanation
<p align="center">Personnel</p> <p>Is there staff assigned to do regular FGD? If yes, indicate how many and their name/s.</p>			
<p>Is there one regular staff among all teams facilitating FGD?</p>			
<p>Is each Community Monitoring Group discussion facilitated by the same persons every time?</p>			
<p align="center">Site</p> <p>Are the villages covered indicated in the PA map? If yes, indicate how many Community Monitoring Groups have been established</p>			
<p align="center">Schedule</p> <p>Are the schedules known in the villages and agreed upon sufficiently far in advance? Please indicate how many FGDs have been held during the last quarter.</p>			
<p align="center">Data Gathering</p> <p>Are the facilitators careful about using open questions and not leading questions?</p>			
<p>Are the results from FGD properly recorded in Forms 1. 2. and 3?</p>			
<p align="center">Storage</p> <p>Are the copies of the Forms 1. 2 and 3 from the Community Monitoring Group meetings stored together?</p>			
<p align="center">Reporting</p> <p>Were there FGD results reported to PAMB since the last supervision was done? Please describe the results reported.</p>			
<p>Have annual village meeting been held to discuss monitoring results? When? Please indicate number of women, indigenous and other local people who participated.</p>			

How many people are assigned to do monitoring? _____ Please specify how many people per BMS method.

Name	Position	Employment Status (regular or contractual)	BMS method assigned

BMS Achievements

Please indicate management interventions implemented. based on results of BMS.

Are there examples of reaction to encroachment by outsiders on the part of the PA communities. Please describe.

Please indicate all occasions where monitoring results have been used by local communities, PA staff, and PAMB.

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Status of Biodiversity Monitoring System (BMS) Implementation

Status	Yes	No	Remarks/Explanation
Is the schedule of BMS activities based on the agreed one-year implementation plan being followed?			
Have the BMS sites been monitored this quarter?			
Is the budget for monitoring released on time?			
Are the necessary equipment available and operational?			
Are field guides available?			
Do the people assigned in BMS have specific Special Order to do BMS from Region? from Protected Area Superintendent (PASu)?			
Is monitoring indicated as a key responsibility in their job description?			
Is there a BMS Coordinator assigned for the protected area (PA)? Is the BMS Coordinator a regular staff?			
Is there a staff assigned for storing all monitoring data? If yes, specify the name/s.			

June 06.2001

**DENR MEMORANDUM CIRCULAR
NO. 2001-11**

**SUBJECT: STANDARD FORMAT IN THE MONITORING AND
EVALUATION OF STATUS OF BIODIVERSITY
MONITORING SYSTEM (BMS) IMPLEMENTATION AND
RESULTS.**

Pursuant to Section 4.4 of DENR Administrative Order No. 2001-13 on the Guidelines on the Implementation of the Biodiversity Monitoring System (BMS) in Protected Areas, attached is the standard format which shall be used by PAWB and the Regional Offices, specifically PAWD, in the Quarterly monitoring and evaluation of BMS implementation and results. The Regional Offices shall submit the accomplished forms to PAWB.

This Order shall take effect immediately.

(SGD.) HEHERSON T. ALVAREZ
Secretary