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Signed: LUCKY C. MANGUERA
Administrative Officer V
Date: MAY 02 2025

DEPARTMENT CIRCULAR NO. 2025-007
Series of 2025

TECHNICAL GUIDANCE ON THE CLIMATE AND DISASTER RISK ASSESSMENT PROCESS FOR THE FORMULATION AND UPDATING OF PROVINCIAL DEVELOPMENT AND PHYSICAL FRAMEWORK PLANS (PDPFPs)

WHEREAS, Republic Act (RA) No. 7160, otherwise known as the Local Government Code (LGC) of 1991, empowers local government units (LGUs), including provinces, to formulate their provincial land use and development plans;

WHEREAS, RA 11201 established the Department of Human Settlements and Urban Development (DHSUD) as the primary government entity responsible for housing, human settlements, and urban development, which includes, among others, the formulation of policies, guidelines, and standards on land use and urban planning, as well as the provision of technical assistance to LGUs;

WHEREAS, Joint Memorandum Circular (JMC) No. 2023–1 between DHSUD, the National Economic and Development Authority (NEDA), and the Department of the Interior and Local Government (DILG) provides interim guidelines for PDPFP formulation, emphasizing the mainstreaming of climate change adaptation (CCA) and disaster risk reduction (DRR) through a systematic Climate and Disaster Risk Assessment (CDRA) process;

WHEREAS, JMC No. 2024–1 between DHSUD, DILG, NEDA, the Department of Budget and Management (DBM), and the Department of Finance (DOF) provides guidance on the harmonization of local development planning, land use planning, investment programming, resource mobilization, expenditure management, and performance monitoring, assigning DHSUD the responsibility of providing technical assistance and prescribing standards and guidelines for CDRA and PDPFPs;

WHEREAS, the PLANADO Program, institutionalized under Department Order (DO) No. 2024–012, aims to facilitate the formulation of risk–informed PDPFPs, ensuring adherence to the principles of climate and disaster resilience;

WHEREAS, Memorandum Circular (MC) No. 2021–010 provides for the enhancement of the CDRA Process and the development of a Training Guide for trainers and LGUs. This includes the adoption of the CDRA Five–Step Process and the CDRA Compiled Help Markup (CDRA CHM) as the primary reference for CDRA, which DHSUD shall regularly update;

WHEREAS, MC 2025–04 mandates the adoption of the enhanced CDRA process and CDRA Training Guide, incorporating the latest international frameworks, national policies, and guidelines, as well as best practices from LGUs in CCA and DRR. This shall serve as the primary reference for the digitalization efforts of DHSUD and its partner agencies;

WHEREFORE, in view of the foregoing, this Department Circular (DC) is hereby issued to provide clear and comprehensive technical guidance on the CDRA process for the formulation and updating of PDPFPs, ensuring systematic risk assessment, integration of CCA and DRR principles, and strengthened resilience planning at the provincial level.

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Section 1. Objectives

The DC aims to:

1.1 Provide clear technical guidance to provincial local government units (PLGUs) on the conduct of CDRA for the formulation and updating of PDPFPs.

1.2 Ensure the effective mainstreaming of CCA and DRR considerations in PDPFPs, promoting climate resilience and risk reduction at the provincial level.

1.3 Promote the use of standardized, scientifically sound methodologies and tools for CDRA while allowing flexibility for customization to suit specific provincial contexts.

1.4 Strengthen the technical capacity of PLGUs in conducting CDRA and integrating its findings into PDPFPs through capacity–building activities and technical assistance.

Section 2. Scope of Application

This DC applies to:

2.1 PLGUs in the formulation and updating of their PDPFPs; and

2.2 DHSUD, concerned government agencies, planning practitioners, and development partners, in providing assistance to provinces for PDPFP formulation or updating.

Section 3. General Guidance on the CDRA Process for PLGUs

3.1 PLGUs shall adopt the CDRA process outlined in MC No. 2021–010 and MC No. 2025–04 to support the mainstreaming of CCA and DRR in their PDPFPs. This structured approach facilitates a comprehensive assessment of climate and disaster risks and their effective integration into development planning.

3.2 While the CDRA provides a structured framework, PLGUs are encouraged to customize and enhance it based on their geographic, demographic, and development contexts. This may include identifying context-specific indicators of exposure, sensitivity, and adaptive capacity; using proxy data; and incorporating additional exposure elements as needed.

Section 4. Recommended Tools and Resources

The following tools provide technical support for PLGUs in conducting CDRA by offering user–friendly platforms for risk assessment, data analysis, and decision–making. Access to these tools will be provided through publicly available web platforms.

4.1 **Digital CDRA Training Guide.** The Digital CDRA Training Guide or the CDRA CHM, maintained by ELUPDB, is accessible through DHSUD's website pursuant to MC No. 2021–010 and MC No. 2025–04. This interactive and user–friendly tool is designed to guide LGUs, CDRA practitioners, and trainers in conducting CDRA for cities and municipalities. Similar to the help function in software applications, it enables users to navigate CDRA process by following step–by–step procedures, clicking links, and searching keywords to access relevant topics and tools. The steps and matrices can also be adapted by provinces to align with the provincial–level CDRA process.

4.2 **Provincial Climate Risk Diagnostics (PCRD) Tool**. The PCRD Tool was jointly developed by DHSUD and the Department of Environment and Natural Resources (DENR), with support from UN–Habitat. It is specifically designed to assist provinces in conducting CDRA for climate hazards and impacts, including

DHSUD Building, Kalayaan Avenue corner Mayaman Street, Diliman, Quezon City, Metro Manila 1101
(02) 8424-4070 | 0961-137-0196 info@dhsud.gov.ph @dhsudgovph

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hydro–meteorological and typhoon–related hazards. The Tool utilizes datasets and indicators to generate dashboards and reports that provide risk insights on a province's population, natural resources and ecosystems, public health, economy, land use, and infrastructure.

Section 5. Capacity Building and Technical Assistance

DHSUD, in coordination with relevant national government agencies (NGAs), shall provide capacity-building activities to support provincial governments in applying the CDRA process, using recommended tools, and integrating CDRA findings into PDPFPs. DHSUD Regional Offices (ROs) shall extend continuous technical assistance throughout the formulation, review, and approval of PDPFPs to ensure the effective mainstreaming of CCA and DRR.

Section 6. Transitory Provision

PLGUs currently updating their PDPFPs and conducting their CDRA shall adopt and implement the guidelines set forth in this Circular. Meanwhile, PLGUs that have already completed their CDRA and finalized their draft PDPFPs for submission or are undergoing the review and approval process may adopt these guidelines in their next updating cycle.

The DHSUD, in coordination with relevant NGAs, shall provide the necessary technical assistance to support the adoption and implementation of this Circular.

Section 7. Dissemination of Information

All DHSUD ROs are directed to disseminate this Circular to all PLGUs, relevant NGAs at the regional level, and other development partners and stakeholders within their respective jurisdictions for information and guidance.

Section 8. Separability and Repealing Clause

If any provision of this Circular is declared unconstitutional or invalid, the remaining provisions shall remain in full force and effect. All existing circulars, memoranda, and other issuances inconsistent with this Circular are hereby repealed, amended, or modified accordingly.

Section 9. Effectivity

This DC shall take effect immediately upon submission of certified copies to the Office of the National Administrative Register (ONAR) of the University of the Philippines, in compliance with Executive Order No. 292 (Administrative Code of 1987).

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LUCKY C. MANGUERA
Administrative Officer V
Signed: _____
Date: MAY 02 2025

JOSE RIZALINO L. ACUZAR
Secretary
24 APR 2025

Nº25-0491

DHSUD Building, Kalayaan Avenue corner Mayaman Street, Diliman, Quezon City, Metro Manila 1101
(02) 8424-4070 | 0961-137-0196 info@dhsud.gov.ph @dhsudgovph