

UNESCO NATIONAL COMMISSION OF THE PHILIPPINES (UNACOM)

Department of Foreign Affairs, Roxas Boulevard, Pasay City

Final Annual Procurement Plan for FY 2022

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity	Source of Funds	Estimated Budget			Remarks
						Total	MOOE	CO	
TRAINING AND SEMINAR EXPENSES									
Annual Procurement and Cash Planning Activity									
	Catering/meals	UNACOM	Small Value Procurement	January, July, December	GoP	20,000	20,000	0	Procurement and cash planning sessions were regularly held to map out UNACOM priority programmes, projects, and activities for the entire fiscal year. UNACOM conducted its initial, revised and final APP Planning and Cash Programming Session in January, July (in Bataan) and December, respectively.
	Venue/accommodation	UNACOM	Small Value Procurement	January, July, December	GoP	82,000	82,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	January, July, December	GoP	30,000	30,000	0	
UNACOM and other GAD Promotional Materials									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	August to October	GoP	22,000	22,000	0	UNACOM produced online and printed materials to promote various UNESCO programmes and projects, gender and development materials and resources, and to celebrate different UN and UNESCO International Days. Collaborated with experts or resource persons to come up with the appropriate content and best materials possible will also be initiated, subject to government rules and procedures. UNACOM and partners tapped service providers to produce, publish, and help promote relevant materials to expand the reach and raise awareness about UNESCO, UNACOM and its programmes, projects, and designated and inscribed sites.

Capacity-building programmes for UNACOM Personnel									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	UNACOM supported various capacity building programmes of different government agencies and private entities to ensure continuous skills development of personnel. In 2022, UNACOM participated to both online and face-to-face trainings and capacity buildings offered by the National Government and other private institutions such as the CSC trainings, Records Management, Trainings, and PAGBA.. These also incorporated COVID-19-related capacity-building programmes. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	January to December	GoP	11,000	11,000	0	
UNACOM Personnel Development Through Improving Organizational Spirituality: Towards A Meaningful Work In Pursuit of UNESCO's Thrust and the 2030 Agenda									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	In an office-wide survey, UNACOM personnel acknowledged that the on-going pandemic negatively affect their or their colleagues' well-being while also experiencing some of the positive effects such as pursuing hobbies and reconnecting to loved ones. To help cope with the negative impacts of the ongoing pandemic, a personnel development training with focus on value development and spirituality were held in 2022 to ensure employees' health, welfare, counseling, and recreation. The activity was aligned with Section 31, Chapter 5, Subtitle A, Title 1 of Executive Order (EO) No. 292 otherwise known as the Administrative Code of 1987, and in its Section 1, Rule VII of the Omnibus Rules of Implementing Book V of the said EO in particular. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	120,000	120,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	January to December	GoP	120,000	120,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	45,000	45,000	0	
	UNACOM Event Shirts	UNACOM	Small Value Procurement	January to December	GoP	35,000	35,000	0	

Team-building activities for UNACOM personnel									
	Catering/Meals	UNACOM	Small Value Procurement	May	GoP	1,000	1,000	0	Another provision in the abovementioned EO states that government agencies are mandated on a yearly basis to develop a career and personnel development plan. In 2022, UNACOM conducted a personnel coaching session and an art appreciation activity to strengthen the personnel's camaraderie and to foster increased awareness in their respective lines of work. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	May	GoP	1,000	1,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	May	GoP	1,000	1,000		
Support to Department of Foreign Affairs (a) ASEAN Climate Change and Indigenous Summit b) Maritime Environment ASEAN Workshop c) ManaMo Activity)									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	As an attached agency of the Department of Foreign Affairs, UNACOM provided support and participated to relevant engagements and nation-building as well as sustainable development programmes and projects of the Department (virtual and in presentia). In 2022, UNACOM partnered with the various offices of the Department on the Buwan ng Wika Celebration, ASEAN Climate Change and Indigenous Summit, Marine Environment ASEAN Workshop, and the 2022 ManaMo Activity. UNACOM also assisted the Department in its COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion) (ManaMo Activity)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Printing of ASEAN Workshop Report	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	

Freedom of Information (FOI) Training with Gender Sensitivity									
	Catering/Meals	UNACOM	Small Value Procurement	March	GoP	1,000	1,000	0	In compliance with the FOI Bill, UNACOM aligns with the PCOO and other partners in the implementation of the eFOI Portal. It is expected that trainings and workshops to promote and continually improve the capacities of key FOI personnel handling various information requests, will be held annually. Participation in fora and summits of the PCOO and other local and international partners will also be ensured. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor. These factor in Gender Sensitivity.
Diversity in Memories and Abilities (Senior Citizens and Differently-abled)									
	Film showing of relevant movies/documentaries featuring Senior Citizens and Differently-Abled	UNACOM	Small Value Procurement	October to November	GoP	1,000	1,000	0	To promote and mainstream inclusivity in the workplace and in UNACOM priority areas, the Office intends to conduct programmes and projects for the differently-abled to in support of their welfare and development especially in the time of pandemic. UNACOM will involve senior- citizens and differently-abled, through the Filipino youth, in exploring the significance of UNESCO inscribed sites and elements in their communities and craft their respective community narratives as aligned in the 2030 Agenda as part of the celebration of the United Nations Day. UNACOM will also coordinate with relevant organizations and elderly institutions to support their needs and contribute to the ongoing efforts for these sectors. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.

UNACOM support to Civil Service Commission Anniversary Activities									
	UNACOM Athletic Wear	UNACOM	Small Value Procurement	August to September	GoP	20,000	20,000	0	In line with the Civil Service Commission's Anniversary celebration every month of September, UNACOM participated and supported CSC's government-wide activities such as the Zumba and Film Showing in September. These activities were in line with the Commission's thrust of promoting wellness among its personnel amidst the pandemic.
UNESCO Clubs programmes and projects with GAD component									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	300,000	300,000	0	The National Coordinating Body of UNESCO Clubs in the Philippines (NCBUCP) is a global, civil society movement of students, professionals and non-governmental organizations that support UNESCO at the grassroots level. UNACOM accredited UNESCO clubs members and encouraged them to be avenues for youth mentoring and peer dialogues in relation to UNESCO's work. NCBUCP and UNACOM both pursued the promotion and mainstreaming of GAD given the prioritization of UNESCO on Gender Equality. UNACOM supported annual NCBUCP activities, events, projects, advocacies such as the International Annual Assembly of Youth for UNESCO where UNESCO programmes and projects were cascaded to all its members. UNACOM also pursued a partnership with the NCBUCP on the sustainable ocean management to support the celebration of the Decade of Ocean. UNACOM also collaborated with relevant partners to implement projects and programmes of the NBCUCP that promote UNESCO's thrusts. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	
	Newsletter and promotional, information materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	December	GoP	50,000	50,000	0	

Associated Schools Network programmes and projects with GAD component									
	Venue/accommodation	UNACOM	Small Value Procurement	July, October	GoP	50,000	50,000	0	<p>ASPNet is a UNESCO-accredited global network of more than 10,000 educational institutions in 181 countries with 40 member schools in the Philippines. ASPNet schools serve as international laboratories for experimenting and validating educational materials developed by UNESCO and partners. Mobilization of and support to regional focal points were undertaken. In 2022, UNACOM explored a face to face activity for the launching of the national registry for the purpose of enticing more schools to expand membership. ASPNet related activities and production and distribution of promotion materials were also pursued at the national and regional level. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.</p>
	Catering/Meals	UNACOM	Small Value Procurement	July, October	GoP	15,000	15,000	0	
	Travel expenses (local)	UNACOM	Small Value Procurement	July, October	GoP	25,000	25,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July, October	GoP	50,000	50,000	0	

MEETINGS, INTERNATIONAL CONFERENCES, MONITORING ACTIVITIES, AND CAPACITY-BUILDING PROGRAMMES INVOLVING UNESCO AND ITS REGIONAL OFFICES AND NATIONAL COMMISSIONS/AND INSCRIBED/DESIGNATED SITES

214th Session of the UNESCO Executive Board

	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	300,000	300,000	0	Meetings, fellowships, workshops, and capacity building activities that take GAD and SDGs in consideration were carried out among UNESCO and its Regional Offices and National Commissions to contribute to the effective functioning of UNESCO by helping their staff members better understand its structure and functions, and some of the current issues relevant to the Organization, while providing a forum for the exchange of ideas among participants. UNACOM participated, actively contributed, and took on responsibility in ad hoc bodies created during Meetings of National Commissions for UNESCO. In 2022, UNACOM also participated in the Sessions of the UNESCO Executive Board in close cooperation with the partner government agencies and Permanent Delegation Office of UNESCO. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
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GENDER AND DEVELOPMENT PROGRAMMES AND PROJECTS

UNACOM Gender and Development Integration and Budgeting with Consultation Session

	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	200,000	200,000	0	UNACOM underwent another training on Gender Mainstreaming and Evaluation to further enhance its institutional capacity to embed gender not just in the programmes but also in the internal administrative policies and processes within the office. UNACOM also conducted a community consultation with women and youth groups in a UNESCO-designated site. Given UNACOM's limited knowledge on the matter, a speaker/expert were requested from the Philippine Commission on Women's (PCW) who created a training design based on the needs as well as the level of knowledge and skills of the UNACOM team.
	Travel expenses (local)	UNACOM	Small Value Procurement	January to December	GoP	37,000	37,000	0	These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

Women Talks

	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	UNACOM will annually organize a project entitled "Women Talks," a virtual talk series that will serve as a platform for invited women speakers to share their thoughts and ideas on matters that affect women lives in general as well as themes being promoted by UNESCO in particular. This initiative will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Catering/meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	

Preliminary Meetings for the Empowerment of Women and Youth									
	Travel expenses (local)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	UNESCO continues to accomplish every day its fundamental humanist mission to support people in understanding each other and working together to build lasting peace. UNESCO also helps to enable people to create and use knowledge for just and inclusive societies. UNESCO believes that lasting peace rests on a complex and fragile web of daily practices embedded in local settings and the most ephemeral encounters that individuals and communities creatively maintain out of the conviction that they constitute the sustainable conditions for living together in dignity and shared prosperity. At a time of increasing global challenges and threats, such as discrimination, inequality, exclusion, violence and sectarianism worsened by local tensions and conflicts which undermine humanity's cohesion, learning to live together and fostering rights, inclusion and non discrimination among all members of the global community becomes more topical than ever before. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Catering/meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	

Sustainable Development Goal (SDG) 4 programmes and projects with focus on girls and women (GAD)/marginalized sectors									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	80,000	80,000	0	UNACOM coordinated and monitored initiatives of the Philippine trifocal education agencies (DepEd, CHED and TESDA) and Philippine Commission on Women, and other partners from private and public sectors in developing national indicators for Sustainable Development Goal Nos. 4 and 5. In 2022, UNACOM participated, contributed inputs, conducted preparatory meetings and facilitated representation of concerned focal persons and officials to the Transforming Education Summit (TES) at the UNESCO and UN Headquarters and other related fora and meetings. UNACOM also provided inputs and recommendations to the current challenges confronting the education and women sector amid the pandemic. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
GAD/Education for Sustainable Development (ESD) and Global Citizenship Education programmes and projects									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	75,600	75,600		Recognizing the increasing importance of ESD after the adoption of SDGs, UNACOM aligned with UNESCO in scaling up the promotion of the programme and mainstreaming gender in all levels of education. UNACOM participated, contributed inputs, and facilitated representation of concerned focal persons and officials to related fora and meetings (virtual and in presentia). UNACOM continued to participate in and implement ESD and Global Citizenship Education programmes and projects. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	78,000	78,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	March to May	GoP	200,000	200,000	0	

Futures of Education and Transforming Education programmes and projects									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	UNACOM participated in and supported local and international UNESCO Futures of Education initiatives in partnership with PhilFutures, relevant government agencies, and different UNESCO Offices (virtual and in presentia). These initiatives highlighted role of women (GAD) and also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
Lifelong Learning and GAD Mainstreaming Programmes and Projects									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	UNACOM supported the operationalization of lifelong learning in the Philippines through policy and re-orientation of existing education programmes on various aspects of lifelong learning. UNACOM also raised consciousness on available learning opportunities outside of formal education. On a macro-level, UNACOM participated in SDG-related pursuit of lifelong learning initiatives including those that tackle gender equality. The Office also represented the country on capacity building that pertained to Lifelong Learning Education (virtual and in presentia). Also, UNACOM took part in local and international meetings on Lifelong Learning. Furthermore, UNACOM visited Balanga Learning City for a dialogue with stakeholders of the different learning hubs within the city. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	50,000	50,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	25,000	25,000	0	
	Promotional and informational materials (including support to Community Learning Centers (CLCs) & printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	100,000	100,000	0	
	Professional fee	UNACOM	Highly Technical Consultant / Scientific Scholarly or Artistic Work	January to December	GoP	155,000	155,000	0	

Man and Biosphere (MAB) Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	3,000	3,000	0	<p>The MAB Programme is an intergovernmental scientific programme of UNESCO aiming to improve the relationships between people and their environment. This programme is implemented on the ground through the establishment of BRs. UNACOM spearheaded support to the development of new nomination dossiers and revision, updating, and printing of existing dossiers, site visits and consultative meetings with the stakeholders of existing and aspiring BRs to include senior citizens, women, and differently-abled members of the communities, creation of MAB Youth Networks, capacity building sessions and awareness-raising seminars through publications and information and education campaign. UNACOM also created and produced content for the PhilBRNet website in partnership with the BR site managers, content writers, and creatives. UNACOM also conducted a series of webinars, organize/co-organize with and provide support to Biodiversity Conferences/Workshops with the members of the Philippine Biosphere Reserve Network (PhilBRNet) and other BRs in the Asia Pacific Region. UNACOM also participated to various national, regional, and international meetings and conferences on the MAB Programme (virtual and in presentia). As UNESCO proclaimed November 3 as the International Biosphere Reserves Day, UNACOM, in coordination with its BR partners, implemented a youth exchange programme among youth networks and site managers to promote/celebrate the International Day. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.</p>
	Travel expenses (local and international)	UNACOM	Small Value Procurement	June	GoP	60,000	60,000	0	
	Venue/accommodation	UNACOM	Small Value Procurement	January to December		15,000	15,000		
	Catering/Meals	UNACOM	Small Value Procurement	January to December		20,000	20,000		

UNESCO Global Geoparks Programme with GAD component									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	3,000	3,000	0	UNACOM highlights the need to protect our geological heritage through engagement with local communities. Specifically, Geoparks engage in awareness raising and develops strategies to mitigate geohazards such as volcanic eruption, earthquakes and tsunamis. It
	Travel expenses (local and international)	UNACOM	Small Value Procurement	March to May	GoP	3,000	3,000	0	also addresses the problems of climate change and the need to sustain our natural resources that greatly affect the vulnerable sectors of our society. UNACOM actively promoted the Geoparks Programme by coordinating and inviting various interested parties to pursue or commit to nominating sites that are deemed with high potential given the guidelines for Geoparks. UNACOM also participated in capacity building programmes and regional trainings for the programme (virtual or in presentia). UNACOM conducted meetings and site inspections as requested by Bohol Provincial Government in line with intent to become a UNESCO Geopark. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	3,000	3,000	0	proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

Intergovernmental Oceanographic Commission with GAD component									
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	<p>The Intergovernmental Oceanographic Commission promotes international cooperation and coordinates programmes in research, services and capacity building to learn more about the nature and resources of the ocean and coastal areas. The support to IOC involved the conduct of meetings/dialogues with the National Committee on Marine Sciences (NCMS) and other possible partners and participation to local, regional and international IOC-related activities (either virtual or in presentia). UNACOM also engaged women, senior citizens, and the differently-abled in dialogues and meetings to ensure that their needs and concerns will also be acknowledged. UNACOM and the NCMS supported efforts to promote the Philippine Month of the Ocean and the IOC to promote Decade of Ocean Science for Sustainable Development (2021-2030). UNACOM also created and produced content for the NCMS website in partnership with the BR site managers, content writers, and creatives. These initiatives also incorporated COVID-19-related efforts. Consultants/Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.</p>
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	Travel expenses (local and international)	UNACOM	Small Value Procurement	May to October	GoP	110,000	110,000	0	
	Professional fee	UNACOM	Highly Technical Consultant	January to December	GoP	420,000	420,000	0	

Conferences/Webinars/Meetings and other activities on Ocean Science									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	20,000	20,000	0	In preparation for the Decade of Ocean Science for Sustainable Development, UNACOM and NCMS held a Presentation of Results for the Research Project on PH Resources and Allocation for Ocean and Marine Sciences. The Committee also conducted a series of webinars to vigorously promote topics that are aligned with Ocean Science. UNACOM facilitated consultation meetings with DFA-MOAO, UNIO and Permdel for the planned national conference and/or webinars which the NCMS plans to pursue within the year. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	75,000	75,000	0	
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	
Other scientific programmes of UNESCO									
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	UNACOM supported UNESCO and local initiatives on matters pertaining to S&T policy, water, climate change and open science. such as, but not limited to, Science and Technology Policy Asian Network (STEPAN), Alliance of Megacities for Water and Climate (MAWAC) and Open Science. UNACOM conducted activities (virtual or in presentia) to support these initiatives such as participating to global, regional and national meetings, organizing group discussions, forge partnerships with other agencies on these areas and publish information materials such as the Open Science Report, among others. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	5,000	5,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	30,000	30,000	0	

World Heritage (WH) Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	February to December	GoP	350,000	350,000	0	UNACOM participated and organized activities related to the 50th anniversary of the World Heritage Convention. UNACOM also provided technical support and assistance to existing and tentative sites and properties on the World Heritage List. This entailed site visits, organizing workshops, and organizing consultative meetings. More specifically, UNACOM was able to facilitate the timely submission of the required documents and information relative to World Heritage Decisions 44 7B.36 and 44 7b. 149 involving the Rice Terraces of the Philippine Cordilleras and the Baroque Churches of the Philippines. Experts and concerned UNACOM personnel ensured coordination with relevant sites stakeholders for the continuation of crafting SOC reports for sites. Also, research work were done in collaboration with stakeholders in line with monitoring and troubleshooting functions for UNESCO designated and inscribed sites. In terms of representation, UNACOM extended its support to the site managers for relevant meetings/fora/capacity building programmes and ensure their participation. In addition to this, UNACOM ensured Philippine participation to the World Heritage Committee regular meetings, and other pertinent events (virtual and in presentia). UNACOM also ensured that all initiatives were contextualized in COVID-19 recovery efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Professional Fee	UNACOM	Highly Technical Consultant	July to November	GoP	280,000	280,000	0	
	Venue/accommodation	UNACOM	Small Value Procurement	February, May, August, December	GoP	575,000	575,000	0	
	Catering/Meals	UNACOM	Small Value Procurement	February, May, August, December	GoP	80,000	80,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	July, December	GoP	50,000	50,000	0	

Intangible Cultural Heritage (ICH) Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	230,000	230,000	0	UNACOM continued supporting priorities, initiatives, and activities of the ICH Programme. The Office joined the NCCA in its consultation and capacity-training activities, continue to provide assistance in exploring and nominating ICH elements and programmes to the ICH Lists. UNACOM also participated in ICH meetings such as the 9th Session of the ICH General Assembly. At the latter part of the year, preparations for the 20th anniversary of the 2003 Convention were also conducted. Content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	May	GoP	1,000	1,000		
	Catering/Meals	UNACOM	Small Value Procurement	May	GoP	1,000	1,000		

UNESCO Creative Cities Network Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	10,000	10,000	0	UNACOM continued its efforts in promoting and institutionalizing creative economy as a foundation to achieve sustainable development in urban areas as initially intensified during the International Year of Creative Economy for Sustainable Development in 2021. With this, it continued supporting Baguio and Cebu Creative Cities, having been designated as UNESCO Creative Cities for Crafts and Folk Art, and Design, respectively. Also, UNACOM hosted/partnered/collaborated with the Philippine Creative Cities Network (PCCN) for the further development and promotion of existing and aspiring cities. In particular, it has continued supporting the grassroots-led training-workshops and major festivals, Ibagiw Festival 2022 and Cebu Design Week 2022, and/or related events. It also supported Philippine participation to the Annual Mayor's Conference in Santos, Brazil. It also facilitated initiatives to help aspiring cities through research and consultation, among other efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Venue/accommodation	UNACOM	Small Value Procurement	June, November	GoP	5,000	5,000	0	
	Catering/Meals	UNACOM	Small Value Procurement	June, November	GoP	5,000	5,000	0	
	Publications/promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	October to November	GoP	250,000	250,000	0	

2005 Convention on the Diversity of Cultural Expressions									
	Venue/accommodation	UNACOM	Small Value Procurement	March, June, September, December	GoP	1,000	1,000	0	In the context of changing administration, UNACOM continued its efforts to renew the concurrence of government agencies for deliberation of country's accession to the 2005 Convention on the Diversity of Cultural Expressions through liaising/coordinative and information dissemination functions. It also discussed the plans to organize a regional workshop involving other State-Parties of the Convention to inform the stakeholders about the benefits and risks of acceding to the instrument. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	March, June, September, December	GoP	1,000	1,000	0	
2001 Convention on the Protection of Underwater Cultural Heritage									
	Venue/accommodation	UNACOM	Small Value Procurement	February to December	GoP	185,000	185,000	0	Identified as one of the key priorities of UNESCO's Culture Sector during the 41st General Conference, UNACOM conducted a Learning Session to provide platform for consultations and to discuss initiatives for the possible accession of the Philippines to the 2001 Convention on Protecting Underwater Cultural Heritage. It also engaged and involved various stakeholders from UNESCO and different government agencies to inform the Philippines about the benefits and risks of acceding in the said Convention. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	February to December	GoP	135,000	135,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	June and December	GoP	1,000	1,000	0	

2030 Culture Indicators Project									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	May	GoP	5,000	5,000	0	Launched in 2021, the 2030 Culture Indicators project aims to strengthen evidence-based cultural policy-making in the country and in the world. In supporting NCCA and the City Government of Baguio in hosting the project, UNACOM printed and distributed its outputs for wider dissemination of information. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
UNESCO World Conference on Cultural Policies and Sustainable Development – Mondiacult 2022									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	September	GoP	400,000.00	400,000.00	0	Identified as a milestone event for recognizing culture as an essential part of sustainable development during the 41st UNESCO General Conference, the UNESCO World Conference on Cultural Policies and Sustainable Development – Mondiacult 2022 was convened by UNESCO forty years after the first Mondiacult World Conference on Cultural Policies held in Mexico City (Mexico) in 1982, and 24 years after the UNESCO World Conference on Cultural Policies for Development held in Stockholm (Sweden) in 1998. The UNESCO-Mondiacult 2022 World Conference was hosted from 28 to 30 September 2022 by the Government of Mexico. With this, UNACOM ensured Philippines' participation to its main event as well as regional consultations to contribute to the international community's effort to craft a common aspirational roadmap, embarking on a renewed reflection on cultural policies to tackle global challenges and outline immediate and future priorities in order to shape a more robust and resilient cultural sector, fully anchored in sustainable development prospects in line with the vision enshrined in the UN Secretary-General's report Our Common Agenda (September, 2021).

Management of Social Transformations (MOST) Programme with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	November to December	GoP	1,000	1,000	0	UNESCO MOST Programme focuses on building efficient bridges between research, policy and practice, and promotes a culture of evidence- based policy-making. As the only UNESCO programme that fosters and promotes social science research, it is placed in a pivotal position in the overall promotion of UNESCO's goals. In the same manner, UNACOM promotes MOST as its flagship programme for the Social and Human Sciences sector and continued to tie it up with Gender and Development and Social Inclusion especially with youth, women and indigenous peoples. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
Meetings and consultations on the draft Recommendation on the Ethics of Artificial Intelligence (AI)									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	May, August, October	GoP	1,000	1,000	0	These meetings and consultations serves as the sole platform in the country to discuss and provide inputs on the very first standard setting instrument that tackles AI. Given the depth and breadth of the impact of AI in almost all facets of human life, UNESCO has embarked on developing a Recommendation on the Ethics of Artificial Intelligence to integrate a strong ethical dimension in the use of technology and AI. It aims to be an instrument that will set forth the guiding principles that will ensure the protection of human rights and the rule of law in a digital age. These initiatives also incorporated COVID- 19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

Promotion of the International Convention against Doping in Sports									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	June, August, September, October	GoP	1,000	1,000	0	UNESCO strongly advocate sports as an instrument for development and peace. It is an activity disregards both geographical borders and social differences. It promotes social inclusion and economic development in different geographical, cultural and political contexts. UNESCO, as the United Nations' lead agency for physical education and sport, promotes the educational, cultural and social dimensions of sport and physical education. The organization provides assistance, advisory services and guidance to the Member States wishing to elaborate or strengthen their sports policies. The fight against doping in sport is based on two fundamental principles: the protection of the physical and mental health of athletes, both amateurs and professionals, and the preservation of sport ethics and values. UNESCO is actively involved
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	in the anti- doping fight through its normative work, notably the International Convention against Doping in Sport, as well as through international cooperation, preventive education and capacity building. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

Support to the Initiatives on Indigenous Peoples									
	Catering/Meals	UNACOM	Small Value Procurement	June	GoP	1,000	1,000	0	UNACOM explored means and mechanism that will strengthen and institutionalized the Free, Prior and Informed Consent (FPIC) in the process of inscribing/enlisting sites and cultural practices in UNESCO. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
Memory of the World (MOW) Programme and Memory of the World Committee for Asia and the Pacific (MOWCAP) with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	April, July	GoP	5,000	5,000	0	The MOW Programme lists humanity's invaluable documents, archives and library collections, and helps preserve and protect access to recorded knowledge. UNACOM participated in various meetings and activities of the MOW Programme in the Philippines. The Office also facilitated representation of various experts and practitioners in relevant MOW activities, meetings, and conferences at the local, regional, and international levels. The Office also supported interregional collaborations on the Programme. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Catering/Meals	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Venue/accommodation	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	

International Decade of Indigenous Languages (2022-2032)									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	August to September	GoP	1,000	1,000	0	The International Decade of Indigenous Languages (2022-2032) aims at ensuring indigenous peoples' right to preserve, revitalize and promote their languages, and mainstreaming linguistic diversity and multilingualism aspects into the sustainable development efforts. In 2022, UNACOM, in collaboration with the Department of Foreign Affairs, and different local and international partners conducted an Online Forum to discuss the state of Philippine indigenous languages and to raise awareness about the Global Plan of Action which highlights the importance of indigenous languages for sustainable development, peace-building and reconciliation in our societies, as well as to mobilize stakeholders and resources around the world to support and promote indigenous languages. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
International Day for Universal Access to Information 2022 Celebration									
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	Recognizing the significance of access to information, the 74th UN General Assembly proclaimed 28 September as the International Day for Universal Access to Information (IDUAI) at the UN level in October 2019. To support the celebration of the IDUAI, UNACOM supported activities to increase public awareness and strengthen UNESCO's call towards our right and access to information. UNACOM also promoted the celebration through a collaboration with the Freedom of Information - Project Management Office. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

International Programme for the Development of Communication									
	Publications/promotional, translation, and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	The IPDC aims to mobilize the international community to discuss and promote media development in developing countries. The Programme not only provides support for media projects but also seeks an accord to secure a healthy environment for the growth of free and pluralistic media in developing countries. UNACOM also supported various initiatives and activities of the IPDC in line with the Philippine membership to the
	Travel expenses (local and international)	UNACOM	Small Value Procurement	June	GoP	1,000	1,000	0	Intergovernmental Council and Bureau (2021-2025). UNACOM facilitated Philippine representation to the regular plenary session and extraordinary sessions as may be convened by the Council. These initiatives also incorporated COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.

Information for All Programme (IFAP) and Media and Information Literacy (MIL) with GAD component									
	Travel expenses (local and international)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	The IFAP provides a platform for all the stakeholders in the knowledge societies to participate in international discussions on policy and guidelines for action in the area of access to information and knowledge. To support UNESCO's call towards media and information literacy and access to information amid the COVID-19 pandemic, UNACOM will facilitate consultation meetings and organize awareness-raising seminars among women, senior citizens, differently-abled persons, students, youth organizations and media practitioners. UNACOM will also collaborate with other government agencies, academe, private sector, and UNESCO networks to strengthen campaigns against the rise of misinformation, malinformation, and disinformation during the pandemic.
	Promotional and informational materials (printing, distribution, and promotion)	UNACOM	Small Value Procurement	January to December	GoP	1,000	1,000	0	Development/Publication/Dissemination of relevant materials shall be undertaken. These initiatives will also incorporate COVID-19-related efforts. Researchers, writers, content proofreaders/editors, project implementers, resource persons, are expected to contribute to the success of this endeavor.
Subtotal						5,862,600	5,862,600	0	

PRINTING AND OTHER PUBLICATIONS

UNACOM Annual/Milestone Report Publication 2021

	Digital Printing and Delivery of Annual Report 2021	UNACOM	Small Value Procurement	June to November	GoP	50,000	50,000	0	UNACOM reported and promoted UNESCO advocacies, programmes, projects and activities through the publication and distribution of its Annual/Milestone Report. Reports have corresponding digital format that were published in the Official Website. Researchers, writers, content proofreaders/editors, project implementers, resource persons contributed to the success of this endeavor.
	Professional fee	UNACOM	Highly Technical Consultant / Scientific Scholarly or Artistic Work, Exclusive Technology and Media Services	June to November	GoP	900,000	900,000	0	
Subtotal						950,000	950,000	0	

OTHER PROCUREMENT

	Cloud hosting (web hosting)	UNACOM	Small Value Procurement	January to December	GoP	35,000	35,000	0	
	Zoom Cloud Meetings	UNACOM	Shopping	January to December	GoP	45,000	45,000	0	
	Computer parts, peripherals, and accessories	UNACOM	Shopping	January to December	GoP	80,000	80,000	0	IT repair and maintenance
	Disinfecting and Sanitizing of Office and UNACOM Service Vehicles (Covid-19 pandemic safety measures for Head of Agency/Office and Staff Offices)	UNACOM	Small Value Procurement	January to December	GoP	200,000	200,000	0	
	UNACOM Letterhead, Document Envelope (Vertical), Expanding & Mailing Envelope Printing	UNACOM	Small Value Procurement	January to February	GoP	127,502	127,502	0	Update the Official UNESCO Logo as prescribed by UNESCO Headquarters
	Dry Seal	UNACOM	Small Value	January to February	GoP	0	0	0	
	UNACOM personnel identification cards	UNACOM	Small Value Procurement	January to February	GoP	3,500	3,500	0	
	UNACOM lanyards	UNACOM	Small Value	January to February	GoP	25,000	25,000	0	

Canva Pro Application Software	UNACOM	Small Value Procurement	January to December	GoP	11,000	11,000	0	August 2022 to August 2023
Repair and preventive maintenance for Two (2) UNACOM Service Vehicles	UNACOM	Small Value Procurement	January to December	GoP	320,000	320,000	0	
Car battery and Rubber Tires Replacement for two (2) UNACOM Service Cars	UNACOM	Small Value Procurement	January to December	GoP	7,000	7,000	0	
Repair and maintenance of office machinery/equipment	UNACOM	Small Value Procurement	January to December	GoP	0	0	0	Cleaning of ACU
Adobe licenses	UNACOM	Small Value Procurement	January to December	GoP	259,920	259,920	0	For CY 2022
Photocopier Rental	UNACOM	Small Value Procurement	January to December	GoP	112,800	112,800	0	For CY 2022
Paper/Cd Shredder, heavy duty	UNACOM	Shopping	January to February	GoP	0	0	0	Proper document disposal and document handling, 1 unit
Philippine and UN Flags, embroidered back to back	UNACOM	Small Value Procurement	January to February	GoP	0	0	0	
Paper cutter, guillotine type	UNACOM	Shopping	January to February	GoP	4,300	4,300	0	Document handling, 1 unit
Trash bin, 12L capacity, 3-colors per set - one (1) set	UNACOM	Shopping	January to February	GoP	1,299	1,299	0	Support best practices in Waste segregation
Puncher, Heavy duty	UNACOM	Shopping	January to February	GoP	6,165	6,165	0	Document handling, 1 unit
Printer, All-in-one (five units) plus 1 portable printer	UNACOM	Shopping	January to February	GoP	20,000	20,000	0	
					1,258,486	1,258,486	0	
Grand Total					8,071,086	8,071,086	0	

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