

# GOOD PRACTICE DOCUMENTATION

## **GAHUM SA PAGLAUM: Building Alliances and Accelerating Success**

**A Good Practice Documentation on Partnership with Local Government Units  
By the Pantawid Pamilyang Pilipino Program in Southern Leyte**


### **BACKGROUND AND RATIONALE**

The Pantawid Pamilyang Pilipino Program (4Ps) which has been institutionalized under Republic Act 11310 on 17 April 2019 is the national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum period of seven years, to improve the health, nutrition and education aspects of their lives. This is spearheaded by the Department of Social Welfare and Development (DSWD).

As the lead agency mandated to provide social protection and advocate the rights of the poor, vulnerable and disadvantaged, DSWD continues to address the multifaceted dimensions of poverty and promote sustainable social development by harnessing convergence and multi-stakeholder approach in the implementation of poverty reduction strategies.

4Ps started in 2007 and was expanded by the Government in December 2016 to reach a total of 20 million Filipinos belonging to 4.4 million households. The program benefits about 20% of the population who belong to the nation's poorest of the poor. Over the years, manifold evidence reveals that the program made significant impacts to improve the lives and empower its beneficiaries through its continuing collaboration with partners and improvement of its systems and processes.

To sustain the gains of 4Ps as the national poverty reduction strategy and human capital investment program of the Government, DSWD endeavored to implement the Kilos Unlad (KU) Seven-Year Social Case Management Framework. KU will guide the 4Ps partner beneficiaries to achieve a self-sufficient level of wellbeing. It is client-centered and with a participatory approach to harness the strengths of individuals, families, and communities to build their capacities and skills matched with available opportunities and resources.



The KU framework requires a multi-stakeholder approach to sustain the initiatives of Pantawid Pamilya in line with the mandate of DSWD. Central to this framework is the convergence of the Departments' programs and services and complementation with partner local government units (LGUs), National Government Agencies (NGAs), Civil Society Organizations (CSOs) and other intermediaries in implementing and delivering social welfare and development services. The salient features of RA 11310 or the 4Ps Act and RA 7610 which is also known as the Local Government Code highlight the roles and shared responsibilities of the LGUs to deliver basic social protection and social welfare services.

Convergence, which is fueled by fervent hope to uplift the lives of the Filipino people, is certainly an important element of KU Framework. Hence, building alliances, especially with the provincial, city, and municipal LGUs, significantly accelerates success in the program implementation.

## OBJECTIVES

The objectives of the presented good practice are as follows:

1. To strengthen the implementation of the Pantawid Pamilyang Pilipino Program and sustain the gains of the program through successful implementation of the Kilos Unlad Framework;
2. To forge partnerships, especially with the LGUs; and
3. To solicit support and assimilate a sense of accountability from the LGUs.

## IMPLEMENTATION

The Province of Southern Leyte is subdivided into 18 Municipalities and 1 City, with 500 barangays, and covers around 18, 896 active household beneficiaries in the Calendar Year 2021. Based on the assessment, around 1,218 potential households were scheduled for graduation or exit. These households were either identified as self-sufficient, having no qualified 0-18-year-old child, economically sufficient, and have met the social adequacy indicators.

In the preparation and start-up stage, the Regional Program Management headed by Division Chief Paula Unay conducted an **orientation on the salient features of the RA 11310 4Ps Act and its implementing schemes of the Kilos Unlad (KU) strategy** for all the Southern Leyte provincial staff. Further, tactic sessions and coordination meetings were conducted to direct status updates of key activities, plans, and schedules of upcoming activities. A Series of meetings were conducted to heighten understanding of the processes and strategies the staff needed to employ. This activity aims to capacitate the field staff as direct implementers of the strategy and key actors in providing capacity to LGUs and other

partner stakeholders with the necessary knowledge, attitudes, and skills to ensure effective turnover and follow-up support and assistance to graduating program beneficiaries.

Additionally, a **series of coaching and mentoring sessions** were facilitated to Pantawid Pamilya staff (case managers) in identifying and assessing beneficiaries for transition to graduating beneficiaries utilizing the results of the Social Welfare and Development Indicator (SWDI) tool and assessment of the case managers. Provincial Links and Social Welfare Officers consistently monitored their staff and responded to concerns and inquiries.

The Provincial, City, and Municipal staff supervised by Provincial Link Riza Basalio **organized coordination meetings, consultations, and discussions with the provincial and local government units and other partners and stakeholders** to tighten coordination and collaboration and to earn their support and commitment in providing interventions for the transition of program beneficiaries. These partner stakeholders were oriented to their functions and responsibilities in the KU strategy.

In these activities spearheaded by the city and municipal staff, a significant number of local chief executives (LCEs) showed reluctance due to financial factors.

However, this challenge did not hinder the field staff in winning the support of these LCEs. The 4Ps field staff **earnestly coordinated with their LGUs, made follow through, and even actively participated in almost all the local activities to show their fervent aspiration for convergence** in the service of the people, especially those belonging to the most vulnerable sectors of the society, such in the case of the municipality of Padre Burgos with Municipal Link Jieva Maldo.



All the field staff steadfastly spearheaded discussions and consultations with the LGUs and other members of the City and Municipal Advisory Council (MAC) to present the results of the SWDI and of the objectives, desired outcome, and impact of KU Framework. Through these initiatives, the program staff were able to win the support and commitment of the LCEs and other partners.

These initiatives led to the development of LGU's ownership and accountability of the Kilos-Unlad process. They showed interest in forging a partnership with the department through signing the Kilos Unlad Memorandum of Understand Pantawid Pamilyang Pilipino Program Specific Implementation Agreement. Further, it encouraged the engagement of other NGAs and CSOs in the provision of technical assistance and programs and services to the transitioning beneficiaries.

On 21 April 2021, the Department of Social Welfare and Development Field Office VIII represented by Regional Director Grace Subong and the Provincial Government of Southern Leyte thru Governor Damian Mercado, signed the said Specific Implementation Agreement (SIA) and Memorandum of Understanding (MOU). This was held during the Special Southern Leyte Provincial Advisory Council Meeting, in the presence of all of the 18 Municipal Mayors and one City Mayor, the forging of agreements sought to establish a sustainable partnership on the said KU strategy.



Governor Mercado, in his talk, pointed out that the signing of Pantawid Pamilya SIA and MOU not only symbolizes the provincial government’s commitment to support the program but also to strengthen its implementation. He said that over the years, the Pantawid Pamilya has faced several issues in the selection and inclusion of beneficiaries which were given due resolution by program implementers.

He also emphasized that the provincial government has allotted a budget for the complementary services of Pantawid Pamilya household beneficiaries. He added that the Sangguniang Panlalawigan is willing to work on crafting relevant laws and ordinances that will support effective program implementation.

**DSWD**  
Department of Social Welfare and Development  
Padayon Sinirangan Bisayas!

**Pantawid Pamilyang Pilipino Program**

**PROVINCE OF SOUTHERN LEYTE**  
OFFICIAL SEAL

“The 4Ps is one of the programs that is close to my heart because it **contributes greatly in alleviating the lives of the poor and vulnerable Southern Leyteños.**”

The signing of Pantawid Pamilya Specific Implementation Agreement and Memorandum of Kilus-Unlad not only **symbolizes the provincial government’s commitment to support the program but also to strengthen its implementation.**

This is a reminder for us of our roles and responsibilities that we are committing ourselves into.

**HON. DAMIAN G. MERCADO**  
Governor, Province of Southern Leyte

**MAAGAP** of MAFAGKALINGANG SERBISYO!

**f** DSWD Eastern Visayas

fo8.dswd.gov.ph

#DSWDMayMalasakit



On the other hand, Director Subong highlighted the importance of the Provincial Advisory Council in providing support for the implementation of the Pantawid Pamilyang Pilipino Program in the province. She also expressed her gratitude to all local chief executives, partners, and stakeholders present in the activity for their invaluable support.

Further, Liloan Mayor and President of the Southern Leyte Mayor’s League Shirlita Y. Chong expressed confidence in the successful implementation of Pantawid Pamilya in her municipality and the province, as a whole. She attributed this to the strong collaboration of different stakeholders, various NGAs, and local offices for the disadvantaged and needy families in the province.

## ON MONITORING OF THE EFFECTS OF PARTNERSHIP

Primarily, the impact of the coined partnerships or convergence are monitored through the realization of the partners' commitment or pledges which can be seen through the signing of the SIAs and MOUs, provision of support to the Pugay Tagumpay activities, and allotment of budget for the Pantawid Pamilyang Pilipino Program implementation in the localities.

Moreover, the Pantawid Pamilyang Pilipino Program Management Division of Region VIII has maintained an online Partner Stakeholders' Aftercare Services monitoring tool or tracker which showcases the following information:

- a. Name of LGU/NGA/CSO Partners
- b. Types of Pugay Tagumpay Graduation Ceremony
- c. Level of Engagement
- d. Brief description of the programs and services
- e. No. of households based on types of Graduation attended
- f. Date and venue of Graduation Ceremony
- g. Local Ordinance or Executive Order, Resolutions or Contracts for the
- h. inclusion of Programs and Services
- i. Regular Budget Allocated for 4Ps Beneficiaries
- j. Partners' Contribution and Pledges during Graduation
- k. After Care Services
- l. COVID-19 Related PAPs
- m. Total Value of After Care Services/PAPs/Interventions Provided to Exited Beneficiaries
- n. No. of Exited Beneficiaries Served

**DSWD** 4Ps ICT DATA HUB

HOME 4Ps Citizens Charter DSWD ISO RESOURCE SITE SPECIAL VALIDATION (NHTS) SWDI ENCODING MONITOR... Encoding Progress More

### PARTNER STAKEHOLDERS' AFTERCARE SERVICES MONITORING/TRACKER

Province of Biliran Province of Southern Leyte Province of Leyte

Province of Eastern Samar Province of Western Samar Province of Northern Samar

Live Chat

**Contact us:**

ARIAN C. PALDEZ	* email: <a href="mailto:acpaldez@dswd.gov.ph">acpaldez@dswd.gov.ph</a>	* Contact No. 09776295526
NELSON D. CAPILO	* email: <a href="mailto:ncapilo@dswd.gov.ph">ncapilo@dswd.gov.ph</a>	* Contact No. 09166629194
JOSEPH B. PABLICO	* email: <a href="mailto:jbpablico@dswd.gov.ph">jbpablico@dswd.gov.ph</a>	* Contact No. 09165131127
ROLANDO D. SULLA JR.	* email: <a href="mailto:rsullajr@dswd.gov.ph">rsullajr@dswd.gov.ph</a>	* Contact No. 09190616179

Province of Southern Leyte

Partner Stakeholders' Aftercare Services Monitoring/Tracker

Province	COMMUNITY	TYPE OF PARTNER ORGANIZATION	Name of Localized or Partner	Type of Project/Thematic Specialist/Community	Level of Engagement of Partner's at the Province, Region or LGU level	Description of the program and services provided	No. of beneficiaries covered in total	Date of Orientation	Year	Local Office/Responsible Code	Responsibility of Partner for the Orientation of Program and services	Partner Budget Allocation for 4th Quarter 2023 (Php)	Partner's Contribution and Project being implemented	Job Case Interest	COVID-19 Impact (Yes/No)	Other Issues of Other Concerns/Partners' Involvement in Program & Service	No. of Child Protection Cases	Remarks
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	4	03/2021				YES - 80,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		4	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Other	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	20	03/2021	ABC-Had. Santa De Lupa			YES - 80,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		20	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Other	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	16	03/2021				YES - 80,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		16	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	16	03/2021				YES - 80,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		16	Responsible D
SOUTHERN LEYTE	Carigara	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	10	7/2021	Wason Da German			YES - 80,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		10	Responsible D
SOUTHERN LEYTE	Marikina	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	20	03/2021	Marikina City	MSU Team, BICU, BIC		YES - 120,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		20	Responsible D
SOUTHERN LEYTE	Marikina	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	24	03/2021	Marikina City	Division of DSWC		YES - Budget Intensity (BSECO)	Project on PSECO with team	Rice and Vegetable Seeds	Yes		24	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	16	03/2021	Bay Mangon City	Division of DSWC		YES - Budget Intensity (BSECO)	Project on PSECO with team	Rice and Vegetable Seeds	Yes		16	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	20	03/2021	Ulan City			YES - Budget Intensity (BSECO)	Project on PSECO with team	Rice and Vegetable Seeds	Yes		20	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Other	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	16	03/2021				YES - 10,000 ANNUALLY	Project on PSECO with team	Rice and Vegetable Seeds	Yes		16	Responsible D
SOUTHERN LEYTE	Isabela	NGO/Region or Province Government Agency	Project on PSECO	Medical Services	Outreach	Project on the continuation of the intervention program for the medical services provided to the beneficiaries in the province of Southern Leyte.	16	03/2021	Bay Mangon City			YES - Budget Intensity (BSECO)	Project on PSECO with team	Rice and Vegetable Seeds	Yes		16	Responsible D

**RESULTS/IMPACT**

The consistent communication, collaboration, and building up of capacities through orientation, meetings, deepening sessions and consultations strengthened the ownership and accountabilities of both internal (DSWD staff) and the external (LGUs, NGAs, CSOs, among others) implementers of the Kilos-Unlad (KU) strategy. These efforts were vital in ensuring that partner stakeholders will provide technical and resource augmentation for the responsive and efficient implementation of the objectives of the strategy especially in strengthening their capacity to implement and deliver intervention programs and services that will uplift the wellbeing of the Pantawid beneficiaries. These initiatives led to the forging of partnership and development of commitment of the partner stakeholders through the signed MOA and SIA.

These efforts or initiatives require the constant provision of technical assistance, monitoring, and evaluation of the steps undertaken by the established P/MAC as the direct implementers at the local level to improve efforts and comply with the objectives of the KU strategy. More importantly, because of these efforts both internal and external implementers are fully aware that the evidence of these initiatives entails the inclusion of intervention programs and services in the LGU's social protection and development plans that will ensure regular funding. This will support and sustain the efforts of KU strategy for the households who will graduate from the program.

Moreover, the convergence with the LGUs paved the way for the expression of commitments and support of the partner stakeholders towards harmonized and joint efforts in delivering responsive programs and services to Pantawid beneficiaries. This was concretized through the following:

**Ten (10) LGUs with budget allocation to cover programs and services directed for Pantawid beneficiaries, viz:**

Municipality	Amount
HINUNANGAN	Php 120,000.00  (With attached Budget Appropriation through the MSWDO and the MOU with Pantawid Pamilyang Pilipino Program on Annex A)
BONTOC	Php 80,000.00
SOGOD	Php 80,000.00
SILAGO	Php 30,000.00
SAN JUAN	Php 15,000.00  (With attached Municipal Ordinance on Expanded Benefits for 4Ps and the MOU with Pantawid Pamilyang Pilipino Program on Annex B)
SAN RICARDO	Php 20,000.00
PADRE BURGOS	Php 10,000.00  (With attached Municipal Ordinance on Expanded Benefits for 4Ps on Annex C)
LIMASAWA	Php 10,000.00
SAN FRANCISCO	Php 10,000.00
PINTUYAN	Php 10,000.00

*Nine (9) LGUs with internal arrangement through the LSWDO to prioritize Pantawid Pamilya beneficiaries as recipient of their programs and services. These LGUs include, Maasin City, Macrohon (with attached MOU on Annex D), Tomas Oppus, Anahawan, Hinundayan, Liloan (with attached Municipal Ordinance on Expanded Benefits for 4Ps and the MOU with Pantawid Pamilyang Pilipino Program on Annex E), Libagon, Malitbog and Saint Bernard.*

In Southern Leyte, 100% of the LGUs supported and actively participated in the “Pantawid Pamilya Pugay Tagumpay” celebrations of the Pantawid Pamilyang Pilipino Program. Also attached is there MOA with DSWD on Annex F.



**Here is a testimonial from JERISA JACOB, grantee of a 4Ps household graduate from Brgy. Buenavista, Padre Burgos:**

*“Akong pagtahod sa atong pinanggag mayor, Hon. Herminigildo culpa, ingon man sa ijang mga kauban sa buhat Ang atong maabtik nga vice mayor Hon. Pretche poblte, ngadto sa ijang mga ginsakpan Ang mga SB members, ngadto sa atong MSWDO Mam Asuncion Dizon , ug sa among way kukaluya nga pl Riza Basalio ug ml Jieva Maldo bisan nagpangadam ag na, cge lang gihapon, mga co graduates mga bisita maajong hapon kanatong tanan.*

*Karon mao na ang adlaw nga atong gikahinaman, diin Mouyon man Kita o dili apan dili na Gayod kapogngan ,*

*Nia ako karon sa imong atubangan Aron sa panghatag pasidongog pasalamat sa akong mga nadawat, apan sa dli pa akong isaysay kaninyo Ang among kinabuhi sa dihang wapa me nasakop sa 4ps (( pantawid pamilyang pilipino program).*

*Edad kog 27 anyos ako naminyo ug nagpoyo kami sa bukid nga 8 kilometers kalayo baktas gikan sa lungsod, diin Ang among panginabuhian mao Ang panguma, didto nasinati namo Ang kalisod, dili maihap sa tudlo Ang mga masakit nga among naagian, apan tungod sa pagtuo nga dunay Dios nga Gamhanan maoy magahopay sa mga kasakit, padayon kami ug naghinayhinay ug naningkamot Aron lamang kahatagan ug paglaum Ang among mga damgo para sa among mga anak.*

*Tulo kabook among mga anak duha ka laki ug usa ka baje pag edad ug 6 anyos sa ahong kamaguwangan mikanaug nami sa bairan kay moskwela naman c jimmy ug mao pod na nga tuig nanganak ko sa ahong ikatulo c jay ann (2003)*

*Ug bisan nanganaug nami sa ubus toa gihapon Ang among panginabuhian didto, ug tongod kay basak man lage Ang amo trabaho naa gajod buwan nga adto mi didto mopojo kay bantajan man lage ug mamunga na, didto nasinati sa ahong mga anak Ang kalisod sa ilang pagskoyla kay dli man pod Sila mosogot ug ibilin sa ilang apohan, maong aho silang gidasig nga magtaromg Sila ug skoyla kay lisod ning magpabilin ta nga ingon niani , kay dli Ang kalisod maoy babag sa kalampusan hinoon maoy hagdanan padong sa kadaugan*

*Tuling nanglabay Ang mga adlaw buwan ug tuig kami nagpabilin sa trabaho sa bukid ,tuig 2012 maoy pag abot sa programa sa governo ang 4ps diin usa kami sa binisyaryo niini, sa tulo namo ka anak duha lamang Ang nasod kay naa may edad nga gibasihan, sa among grant nga nadawat dako kaajo ug natabang sa among pagpaskoyla salbar kaajo sa pagkaon namo, makainom na ug vitamins, ahong mga anak ug panahon sa pay out moingon na nay chucks to go kay mao ray among ikakaon ug lamian nga sod an panahon sa pay out, Ang among grant dako kaajo ug bolor para naho kay nakatokod me ug group sa upper ug gamay nga bigasan kada*

*pay out magsavings me hangtod makapalit nami ug bugas para itinda namo wapa Ang SLP naana me exesting nga bigasan.*

*Karon naanakoy nahoman nga duha ka anak Ang maguwang crimenology ug gikaloy an cja sa Ginoo kay mipasar sa board exam ug sa civil service piro wala cja makasod sa pagkapulis kay may daot ijang itlog toa karon cja sa tacloban nagtrabaho Ang usa nakahoman ug BSBA sa karon naa cja sa Jollibee maasin, dli man tanan grant makaigo ibajad sa skoylahan piro dako jod ug gikatabang namo kini, maong bisan man mawa na mi sa 4ps naa mi tindahan sa SLP nga gidogangan sa governo naara na namo ug among pawngon sama sa kandila nga mapawong ra ug wanay pabilo.*

*Sa katapusan pasalamatan ko Ang governo nga kami usa sa mga binisyaryo sa 4ps Pantawid Pamilyang Pilipino Program sulod sa halos 9 ka tuig nga daghan Ang nahimo sa among kinabuhi daghan kamig nakat Onan tongod sa among FDS sa tabang sa among kinakosgang ml mam jieva , Nga bisan pa man mograduate man mi sa program apan Ang programa sa among kinabuhi magpadayon.,,.,,.,.*

*Usbon ko dili Ang kalisod maoy babag sa kalampusan hinoon maoy hagdanan sa kadaugan....*

*God Bless Us All and congratulations....”*

*----- (English Translation) -----*


*“My respect to our beloved Mayor, Hon. Herminigildo Culpa, as well as his Vice Mayor Hon. Petche Poblete, and to his SB members, and to MSWDO Maam Asuncion Dizon, and to our tireless PL Riza Basalio and ML Jieva Maldo despite the challenges, nakumbati la gihap, co-graduates, visitors, a pleasant afternoon to us all.*

*Today is the day we look forward, whether we like it or not, cannot be stopped.*

*I am here in front of you, to give gratitude to everything I have received. But before that, allow me to share my life story before we were included in the 4Ps (Pantawid Pamilyang Pilipino Program).*

*At 27 years old, I was married and lived 8 kms away from the town proper up in the mountains, wherein, our livelihood was cultivation. We experienced a lot of hardships where our fingers lost count anymore. But because we believed that there is God, our redeemer, we continued on moving forward slowly, to give hope with our dreams for our children.*

*We have 3 kids, 2 boys and a 6-year-old girl. With my eldest, we were really low during that time because that was the time where Jimmy is going to school, and that was also during that time when our youngest (Jay Ann) was born (2003).*



*And even though we were at the deepest parts of our lives, we still push through with our daily bread, which is cultivating rice. There were times wherein for a month we lived near there because it's near harvest season and it was really hard for us because our kids don't want to be temporarily sheltered by their grandparents, that's why I encouraged them to study hard because it's really hard if time goes by, we will still be in the same situation like this. Poverty is not a hindrance to success but a stepping stone towards success.*

*Year 2012 when 4Ps came and we were one of the beneficiaries, only 2 of our children were included because my eldest was over-aged to be a beneficiary of the program. To our grant received, it was a really big help for my kids to go to school because it eased our daily living, our food security, kids' vitamins, and during payouts, kids requesting "Chooks-to-go" because it's the only time where my kids can partake sumptuous food after payout. Now, I have 2 kids who finished education. One is a criminology graduate through God's intervention, passed the criminology examination board exam and civil service, but didn't become police because of his genital disorder. Now he is working in Tacloban. The youngest finished Business Administration and now working in Jollibee Maasin. The grant may not suffice all the finances for our children's education, but it's a big help for us, that is why even if we will be out from being a beneficiary of 4ps, we still have a store for SLP where our LGU gave additional capital, it's for us to continue or discontinue just like a candle not anymore lit.*

*To end, I would like to give thanks to our government because we were one of the chosen beneficiaries of 4Ps Pantawid Pamilyang Pilipino Program for almost 9 years, played a big role in our lives. So many lessons were learned because of FDS with the help of our strong ML Maam Jieva, where even though we are at the end of our journey as beneficiaries, the program will still continue.*

*I repeat, poverty is not a hindrance to success, but a stepping stone towards success.*

*God bless us all and congratulations!"*

Furthermore, below are some of the photo documentations on the said celebrations and convergence.









## LESSONS LEARNED

For broader grassroots-level interventions to support the Pantawid Pamilya beneficiaries' sustainable transition out of poverty, there is a need for a multi-stakeholder's approach that will allow partners to bring their diverse strengths and resources to bear the nation's efforts to reduce poverty. Thus, constant provision of technical assistance, capacity building initiatives, meetings, consultation, coordination meetings, and the like are essential to consistently mobilize both internal and external stakeholders. This must be done with the intention of facilitating and strengthening responsibilities and commitments per agency mandates toward meeting the objectives of the Kilos-Unlad strategy. Further, this effort will lead to harmonized efforts in delivering programs and services that will improve and sustain the lives of Pantawid Pamilya beneficiaries away from the trap of poverty.

The converging efforts of the RPMO and of the provincial operations office of Southern Leyte to strengthen the capacities and develop the ownership of the internal and external implementer paved the way to ensure their accountability in all stages of the implementation of the Kilos Unlad strategy. This is possible through constant conduct of consultations, coordination meetings, capacity-building activities, and orientations with both the department's staff and partner stakeholders especially the Local Government Units.

The timely feedback and responses to concerns raised by the MAT and the provision of technical assistance helped the direct implementers in collaborating with the LGUs. Through their ability to address the concerns of the LGUs like the financial cost that the strategy requires, the program implementers were still able to gain their support and commitment to the strategy.

## IMPLICATION FOR REPLICATION

In the Eastern Visayas region, the province of Southern Leyte was the first to hold a successful ceremonial signing of agreements on the Kilos Unlad Social Case Management Strategy last 21 April 2021. This activity was participated by all 19 local chief executives of Southern Leyte.

This was followed by the Province of Northern Samar on 22 June 22 2021 which was held during the Provincial Advisory Council Special Meeting, in the presence of the three Municipal Mayors - Hon. Galahad Vicencio of Catubig, Atty. Clarence Dato of San Jose, and Hon. Felipe O. Sosing who personally attended the meeting. Other Local Chief Executives and representatives attended the meeting virtually. The forging of agreements sought to establish a sustainable partnership on the said strategy.





Governor Ongchuan, in his talk, pointed out that the signing of Pantawid Pamilya SIA and MOU not only symbolizes the provincial government’s commitment to support the program but also to strengthen its implementation.

Then the Province of Leyte followed thru Governor Leopoldo Dominico Petilla last July 7, 2021. Also held during the Provincial Advisory Council Meeting, 41 Municipal Mayor signed the forging of agreements that sought to establish a sustainable partnership on the said strategy.

Governor Petilla, in his talk, pointed out that the signing of Pantawid Pamilya SIA and MOU symbolizes the provincial government’s strong convergence with all national government agencies in the provision of social welfare services to the vulnerable and marginalized Leyteños.

On the other hand, 4Ps National Program Manager Gemma Gabuya highlighted the role of the Local Government Units in the successful implementation of the Pantawid Pamilyang Pilipino Program or the RA 11310. She explained that as the national poverty reduction program of the government, the program is no longer focused on compliance but on lifting the household beneficiaries’ level of well-being from survival to self-sufficiency towards their graduation/exit from the program. She encouraged all the Mayors to do their part by providing complementary programs and services to the program beneficiaries.

She also commended the Pantawid Pamilya FO VIII thru the leadership of its Division Chief Paula Unay for the successful conduct of the activity and thanked all the Local Chief Executives for their enormous support of the program.

*Prepared by the Municipal, City, and Provincial Operations Office of Southern Leyte  
and the Pantawid Pamilyang Pilipino Program Management Division*

Reviewed and Noted by:

**PAULA B. UNAY**

*Division Chief*

Pantawid Pamilyang Pilipino Program Management



ANNEX A

PROGRAMMED APPROPRIATION AND OBLIGATION BY OBJECT OF EXPENDITURE  
 LGU: Hinunangan, Southern Leyte

Object of Expenditure	Account Code	CY 2020 Past Year (Actual)	Current Year (Estimate) CY 2021			CY 2022 Budget Year (Proposed)
			First Semester (Actual)	Second Semester (Estimate)	Total	
<b>1.0 Personal Services</b>						
Salaries & Wages						
Salaries and Wages - Regular	5-01-01-010	855,291.10	415,020.00	696,600.00	1,111,620.00	1,462,362.00
Other Compensations						
Personal Economic Relief Allowance (PERA)	5-01-02-010	24,000.00	12,000.00	60,000.00	72,000.00	96,000.00
Representation Allowance (RA)	5-01-02-020	72,000.00	36,000.00	36,000.00	72,000.00	72,000.00
Transportation Allowance (TA)	5-01-02-030	72,000.00	36,000.00	36,000.00	72,000.00	72,000.00
Clothing/Uniform Allowance	5-01-02-040	6,000.00	6,000.00	12,000.00	18,000.00	24,000.00
Mid-Year Bonus	5-01-02-140	-	69,170.00	23,465.00	92,635.00	121,866.00
Year-End Bonus	5-01-02-140	134,539.00	-	92,635.00	92,635.00	121,866.00
Cash Gift	5-01-02-150	5,000.00	-	15,000.00	15,000.00	20,000.00
Productivity Enhancement Incentive	5-01-02-990	-	-	15,000.00	15,000.00	20,000.00
Personal Benefits/Contributions						
Retirement and Life Insurance Contributions	5-01-03-010	97,456.14	49,802.40	83,592.10	133,394.50	175,487.00
PAG-IBIG Contributions	5-01-03-020	1,200.00	600.00	3,000.00	3,600.00	4,800.00
PHILHEALTH Contributions	5-01-03-030	10,387.52	5,400.00	14,053.50	19,453.50	29,248.00
Employees Compensation Insurance Premiums	5-01-03-040	1,200.00	600.00	3,000.00	3,600.00	4,800.00
Other Personnel Benefits						
Terminal Leave Benefits	5-01-04-030	-	-	-	-	-
Other Personnel Benefits	5-01-04-990	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>		<b>1,279,073.76</b>	<b>630,592.40</b>	<b>1,090,345.60</b>	<b>1,720,938.00</b>	<b>2,224,459.00</b>
<b>2.0 Maintenance and Other Operating Expenses</b>						
Traveling Expenses						
Traveling Expenses-Local	5-02-01-010	9,450.00	8,700.00	81,300.00	90,000.00	180,000.00
Training & Scholarship Expenses						
Training Expenses	5-02-02-010	32,787.00	11,250.00	113,750.00	125,000.00	180,000.00
Scholarship Grants/Expenses	5-02-02-020	-	-	50,000.00	50,000.00	-
Supplies & Material Expenses						
Office Supplies Expenses (MSWD & SC)	5-02-03-010	192,801.00	86,590.35	213,409.65	300,000.00	500,000.00
Office Supplies Expenses ( 4 P's & KALAH)	5-02-03-010	45,908.20	-	50,000.00	50,000.00	400,000.00
<b>Sub-total</b>		<b>280,946.20</b>	<b>106,540.35</b>	<b>508,459.65</b>	<b>615,000.00</b>	<b>1,260,000.00</b>

Object of Expenditure	Account Code	CY 2020 Past Year (Actual)	Current Year (Estimate) CY 2021			CY 2022 Budget Year (Proposed)
			First Semester (Actual)	Second Semester (Estimate)	Total	
- SLP Day		-	-	100,000.00	100,000.00	200,000.00
- LGU Family Day		-	-	100,000.00	100,000.00	200,000.00
- KALAH Day		-	-	100,000.00	100,000.00	200,000.00
Emergency Assistance Program		1,137,500.00	524,500.00	1,475,500.00	2,000,000.00	2,500,000.00
Community Food Bank (CFB) Project		191,779.84	44,139.02	155,860.38	200,000.00	300,000.00
YAWC Desk/GAD Related Activities		185,975.00	-	200,000.00	200,000.00	200,000.00
<b>Sub-total</b>		<b>1,615,254.84</b>	<b>568,639.02</b>	<b>2,031,360.38</b>	<b>2,600,000.00</b>	<b>3,400,000.00</b>
<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>4,904,741.27</b>	<b>1,446,905.97</b>	<b>5,963,494.93</b>	<b>7,416,400.00</b>	<b>10,122,000.00</b>
<b>3.0 FINANCIAL EXPENSES</b>						
<b>TOTAL FINANCIAL EXPENSES</b>						
<b>4.0 CAPITAL OUTLAY</b>						
Machinery and Equipment						
Office Equipment	1-07-05-020	-	-	-	-	320,000.00
- Purchase of Computer (set) w/ Printer		-	-	-	-	240,000.00
- Purchase of Laptop (MSWD/MP's/KALAH)		-	-	-	-	30,000.00
- Purchase of Printer/Hard Drives		-	-	-	-	30,000.00
- Purchase of Projector (4P's)		-	-	-	-	30,000.00
- Purchase of Aircon		-	-	40,000.00	40,000.00	40,000.00
Transportation Equipment						
Motor Vehicle	1-07-06-010	-	-	-	-	-
Furniture, Fixtures and Books	1-07-07-010	-	-	-	-	-
Furniture and Fixture		-	-	-	-	-
- Purchase of Steel Cabinet		-	-	40,000.00	40,000.00	40,000.00
<b>TOTAL CAPITAL OUTLAY</b>				<b>80,000.00</b>	<b>80,000.00</b>	<b>80,000.00</b>
<b>TOTAL APPROPRIATIONS</b>		<b>6,183,815.03</b>	<b>2,077,498.37</b>	<b>7,133,839.53</b>	<b>9,211,338.00</b>	<b>13,006,459.00</b>

Prepared:

Reviewed:

Approved:

*Lolita B. Dadap*  
**LOLITA B. DADAP**  
 Department Head

*Jocelyn D. Reyta*  
**JOCELYN D. REYTA**  
 Municipal Budget Officer

*Engr. Reynaldo C. Fernandez*  
**ENGR. REYNALDO C. FERNANDEZ**  
 Municipal Mayor

Jhon Corpuz

**MEMORANDUM OF UNDERSTANDING**

**Know all Men by These Presents:**

This Memorandum of Understanding, hereinafter referred to as the MOU, is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between;

The Department of Social Welfare and Development, a national agency of the Republic of the Philippines, with office address at Batasan Pambansa Complex, Diliman, Quezon City, herein represented by **GRACE Q. SUBONG** in her capacity as Officer-in-Charge Regional Director of Field Office VIII, hereinafter referred as the DSWD;

**AND**

The Municipality of **HINUNANGAN** a Municipality of the Republic of the Philippines with principal address at the Municipal Hall of HINUNANGAN, Southern Leyte herein represented by **REYNALDO C. FERNANDEZ** in his capacity as Mayor and hereinafter referred to as the Municipality.

**WITNESSED THAT**

**WHEREAS**, the Department of Social Welfare and Development (DSWD) is the primary government agency mandated to develop, implement, and coordinate social protection and poverty-reduction solutions for and with the poor, vulnerable, and disadvantaged;

**WHEREAS**, Republic Act (RA) No. 11310 also known as the "Pantawid Pamilyang Pilipino Program (4Ps) Act" institutionalized 4Ps as a national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum of seven (7) years to improve the health, education, and nutrition aspects of their lives;

**WHEREAS**, the 4Ps also helps the Philippine government fulfil its commitment to the Millennium Development Goals (MDGs); now the Sustainable Development Goals (SDGs)—specifically in eradicating extreme poverty and hunger, in achieving universal primary education, in promoting gender equality, in reducing child mortality, and in improving maternal health care.

**WHEREAS**, under the Local Government Code, local government units are mandated to address the needs of its constituencies, and empower the people through direct participation in the affairs of government, by allowing them the widest possible space to decide on, initiate, implement, and innovate on development activities that address their identified needs;

**WHEREAS**, the Municipality of HINUNANGAN is a \_\_\_<sup>th</sup> class Municipality in the Province of Southern Leyte, recognized its role in ensuring inclusive development and commits to address the needs of the poor within its jurisdiction;

**WHEREAS**, DSWD and the Municipal LGU of HINUNANGAN are willing and able to partner with each other to address poverty, empower citizens, and promote economic growth, and agree to commit each other to such partnership through this MOU.

**NOW THEREFORE**, for and in consideration of the foregoing premises, the parties hereby agree as follows;

4. Allocate or mobilize resources to support DSWD programs and services to be implemented in the Municipality. This also includes the designation of a permanent focal person within the LGU.
5. Adopt the implementation of the Kilos Unlad Seven Year Social Case Management Strategy of the DSWD 4Ps.
6. Support in the referral of beneficiary household member's needing programs and services not offered in the 4Ps and LGU, and;
7. Provide necessary recommendations and suggestions to improve KU guidelines, processes and tools;
8. Adopt measures to ensure the safety and security of DSWD personnel who may be assigned to work in the Municipality.
9. Work with the DSWD in ensuring all Kilos –Unlad implementation activities in the Municipality are implemented in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 4: Implementation of Programs and Services

Any DSWD programs and services, projects or activity to implement the purpose and objective of this Memorandum of Understanding and partnership with legally binding obligations, shall be established through the execution of **SPECIFIC IMPLEMENTATION AGREEMENTS** or **SIA**. Each SIA shall be authorized in writing by each party's authorized representative. Once executed, each SIA shall form part of this MOU, as annexes.

#### Section 5: Voluntary Commitment

This Memorandum of Understanding is a voluntary commitment between the parties, and does not obligate the parties to engage solely with the other, nor restrict any activity of each party to engage in partnership with other groups or agencies for the delivery and / or implementation of Kilos-Unlad (KU) Implementation. No party shall have any right, power, or authority to create any obligation, express or implied, for and in behalf of the other party.

#### Section 6: Resources to be provided

Each party shall be responsible for allocating and managing resources to cover the costs of the Kilos-Unlad (KU) implementation to realize the purpose of this agreement, and to cover activities and matters related to the fulfillment of each party's responsibilities as stipulated under section 2 above.

#### Section 7: Grievance Redress System

A grievance redress system (GRS) shall be jointly established or strengthened by the LGU and the DSWD to provide a venue for the stakeholders to raise their concerns, complaints on any aspect of implementation of KU or any of the staff (both LGU and DSWD) involved in implementation. Any of the available systems existing in the Municipality maybe used to capture grievances. These systems include the LGU's Grievance Redress System (e.g. Lupon ng Tagapamayapa structure), or the DSWD's Grievance Redress System.

### ACKNOWLEDGEMENT

Republic of the Philippines  
City of GENERAL SANTOS  
SS. \_\_\_\_\_

Before me, this \_\_\_\_\_ day of \_\_\_\_\_, 2021, personally appeared.

NAME	GOVERNMENT ISSUED ID	DATE/PLACE ISSUED
GRACE Q. SUBONG		

Who executed the foregoing Memorandum of Understanding signed on all pages, including this page on which this acknowledgement is written and acknowledged the same to be their own free and voluntary act and deed.

WITNESS MY HAND AND SEAL on the date, place above written this \_\_\_\_\_ day of 17 SEP 2021 2021 at MUNICIPALITY OF TIGAYAN, Philippines.

Notary Public

*[Signature]*  
ATTY. JO KALYNDIE B. CHUA  
Notary Public

For Tacloban City and Province of Leyte  
N.C. No. 2021-05-04 valid until 12/31/2022  
Reg. No. 07427 / 5/24/2017  
MPO No. 133421/MOLE No. VI0014900  
PTL No. 1270728/ 1/5/2021/Tacloban City  
Bentalon Bldg., Tausan, Leyte

Doc No. 285  
Page No. 70  
Book No. XIX  
Series No. 2021

### Section 1: Purpose of the Memorandum of Understanding

The purpose of this Memorandum of Understanding (MOU) is to establish a partnership between DSWD and the Municipal LGU of HINUNANGAN for the successful implementation of the Kilos-Unlad (KU) Social Case Management that will address the needs of the poor, empower citizens, and promote inclusive growth in the Municipality.

### Section 2: Objectives of the Partnership

The DSWD and the Municipality of HINUNANGAN agree to engage in partnership through the coordinated and complementary execution of the Kilos-Unlad (KU) implementation activities supported by resources to be provided by both parties.

### SECTION 3: Responsibilities of the Parties

#### Section 3.1 the DSWD shall;

1. Coordinate with the LGU on the introduction, development, implementation, monitoring, and assessment and evaluation of Kilos-Unlad (KU) Implementation to be undertaken in the Municipality of HINUNANGAN, Southern Leyte;
2. Provide relevant data to the LGU in a timely manner to inform the decision and plans of LGU on the KU implementation;
3. Establish and strengthen a counterpart Municipal Action Team, hereinafter referred to as the MAT, that will serve as the main unit for coordination and support in the execution of Kilos-Unlad (KU) Implementation in the municipality;
4. Allocate resources to fund Kilos-Unlad (KU) implementation activities to be implemented in the Municipality;
5. Provide technical assistance to enable LGU and/ or community to enhance their capacity for the effective KU implementation, and;
6. Work with the LGU in ensuring all Kilos-Unlad (KU) implementation activities in the Municipality are conducted in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 3.2 The Municipal LGU shall;

1. Coordinate with the DSWD on the various programs and services, both current and planned, being implemented in the Municipality that will support DSWD programs and services.
2. Provide relevant data to the DSWD in a timely manner, important for inform decision making by the DSWD on the implementation of its various programs services;
3. Establish and strengthen a counterpart Municipal Advisory Council, hereinafter referred to as the MAC, chaired by the Local Chief Executive, which will serve as the body to coordinate technical assistance, monitoring and resolution of issues in the execution of Kilos-Unlad (KU) Implementation in the municipality;

System in Pantawid Pamilyang Pilipino Program (4Ps). Details of operationalizing the GRS may be agreed upon with the LGU and incorporated in the Specific Implementation Agreement (StA).

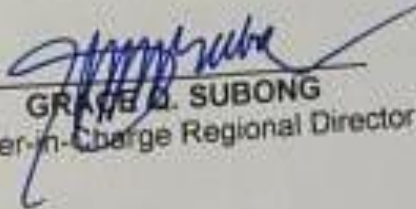
**Section 8: Duration and Termination**

This shall take effect upon signing by both parties. The MOU may be terminated by any party subject to a thirty (30) day written notice of termination.

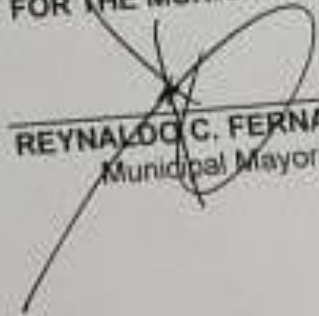
Any amendment to this MOU shall be made in writing and must be concurred by BOTH PARTIES.

IN WITNESS THEREOF, the parties have set their hands on this Agreement this \_\_\_\_ day of \_\_\_\_\_, 202\_.

**FOR THE DSWD**

  
\_\_\_\_\_  
**GRACE G. SUBONG**  
Officer-in-Charge Regional Director

**FOR THE MUNICIPALITY**

  
\_\_\_\_\_  
**REYNALDO C. FERNANDEZ**  
Municipal Mayor



ANNEX B

Republic of the Philippines  
SANGGUNIANG BAYAN  
Municipality of San Juan  
Province of Southern Leyte



EXCERPT FROM THE MINUTES OF REGULAR SESSION OF THE SANGGUNIANG BAYAN OF THE LGU OF SAN JUAN, SOUTHERN LEYTE HELD AT THE SB SESSION HALL ON THE 31<sup>st</sup> DAY OF AUGUST 2021.

PRESENT:

- |                                |                                 |
|--------------------------------|---------------------------------|
| HON. LOLITO A. CASERA, JR.     | MUNICIPAL VICE-MAYOR, PRESIDING |
| HON. CHERYMER C. YU            | SB MEMBER                       |
| HON. EVENCIO M. CASTILLONES    | SB MEMBER                       |
| HON. FLORENCIO L. PALER        | SB MEMBER                       |
| HON. SIXTO B. EVALDEZ          | SB MEMBER                       |
| HON. ROBERT VINCENT D. AVILA   | SB MEMBER, Online presence      |
| HON. REYNALDO A. OROZCO        | SB MEMBER                       |
| HON. PATERNO A. MALUBAY, JR.   | SB MEMBER                       |
| HON. ELEUTERIO P. SILVOSA, JR. | SB MEMBER                       |
| HON. CORSINO M. VASQUEZ        | SB EX-OFFICIO MEMBER/LIGA       |
| HON. CYRIL O. BULABOG          | SB EX-OFFICIO MEMBER/SK         |

ABSENT:

NONE

**MUNICIPAL ORDINANCE NO. 2021-38**

Sponsor: HON. CHERYMER C. YU

Chairperson, Committee on Health, Social Services and Livelihood, Women and Family

**AN ORDINANCE INSTITUTIONALIZING THE EXPANDED BENEFITS OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4PS) BENEFICIARIES IN THE MUNICIPALITY OF SAN JUAN, SOUTHERN LEYTE.**

WHEREAS, under the 1987 Constitution, the State is mandated to promote a just and dynamic social order thereby uplifting its citizens and marginalized sectors from poverty through policies that provide adequate social services, promote full employment, a rising standard of living, and an improved quality of life for all. The State further recognizes the need to foster social justice as provided for in Article XIII of the 1987 Constitution;

WHEREAS, the Pantawid Pamilyang Pilipino Program (4Ps) is the national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum of seven (7) years, to improve the health, nutrition and education aspect of their lives as provided for under Republic Act No. 11310 pursuant to above constitutional mandate;

WHEREAS, the Department of Social Welfare and Development (DSWD) envisions a society where the poor, vulnerable and disadvantaged individuals, families, and communities are empowered to have an improved quality of life and take protection of the poor and marginalized member of society as its main mission, also referred to as "Social Protection";

WHEREAS, the Municipality of San Juan, Southern Leyte recognizes its role in ensuring inclusive development and commits to address the need of the poor within its jurisdiction;

WHEREAS, the Municipal Mayor, Hon. Virgilio A. Mortera, issued Executive Order No. 30, Series of 2021 on the 21<sup>st</sup> day of June, 2021, entitled, "Creating the Local Advisory Council (LAC) of the Pantawid Pamilyang Pilipino Program (4Ps) in this Municipality of San Juan, Southern Leyte";

ORDINANCE NO. 2021-38, INSTITUTIONALIZING THE EXPANDED BENEFITS OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4PS) BENEFICIARIES

Republic of the Philippines  
**SANGGUNIANG BAYAN**  
 Municipality of San Juan  
 Province of Southern Leyte



WHEREAS, the Sangguniang Bayan of the Municipality of San Juan, Southern Leyte, in support of the Pantawid Pamilyang Pilipino Program (4Ps) of the National Government hereby institutionalizes and expands the benefits of this program in order to further improve the gains reached by the 4PS household-beneficiaries in the Municipality of San Juan, Southern Leyte;

NOW, THEREFORE, on motion of Hon. Cherymer Yu, duly seconded by Hon. Reynaldo Orozco;

BE IT ENACTED, AS IT IS HEREBY ENACTED, by the Sangguniang Bayan in session assembled that:

**Section 1. Short Title.** – This Ordinance shall be known as the “Expanded Pantawid Pamilyang Pilipino Program (4Ps) Ordinance of the Municipality of San Juan, Southern Leyte.”

**Section 2. Applicability.** – This Ordinance is applicable to all qualified Pantawid Pamilyang Pilipino Program (4Ps) beneficiaries under Republic Act No. 11310 residing in the municipality.

**Section 3. Definition of Terms.** – For the purpose of this Ordinance, the following terms are hereby defined as follows:

- a. **Beneficiaries** – refer to the households identified by the DSWD for entitlement to the monthly conditional cash grants as provided under Republic Act No. 11310.
- b. **Benefits** – refer to the expanded benefits herein described in Section 5 of this Ordinance.
- c. **Case Management** – refers to a process used by the Department of Social Welfare and Development (DSWD) to enable the household-beneficiaries to improve their functioning by dealing with their difficulties specifically in complying with the terms of the program hence the development of Kilos-Unlad 7 (seven) year case management strategy.
- d. **Family Development Sessions (FDS)** – refer to appropriate monthly activities conducted with and attended by the grantee/s or responsible person towards enhancing their parenting capabilities, thereby encouraging them to be more active citizens in the society.
- e. **Institutionalization** – refers to expanding the benefits of the Pantawid Pamilyang Pilipino Program (4Ps) to be received by the beneficiaries of the program who are residents of the municipality.
- f. **Kilos-Unlad (KU) Case Management Framework** – a social management strategy which aims to guide the households (HH) in achieving improved well-being, stepping out of poverty, and employing individual/family cooperation.

**Section 4. Sub-Committees to support the San Juan Advisory Council on Pantawid Pamilyang Pilipino Program (SJAC-4Ps).** – The following committees shall be included in the “Creation of Sub-Committees” in Section 4 of Executive Order No. 30, s. 2021 which are deemed necessary for the support in institutionalizing the expanded benefits of the Pantawid Pamilyang Pilipino Program (4Ps) beneficiaries in the Municipality of San Juan, Southern Leyte, to wit:

*Handwritten signatures and initials:*  
 P. H...  
 Cherymer Yu  
 [Signature]  
 [Signature]

ORDINANCE NO. 2021-38, INSTITUTIONALIZING THE EXPANDED BENEFITS OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4PS) BENEFICIARIES

*Handwritten signatures and initials:*  
 [Signature]  
 [Signature]  
 [Signature]  
 [Signature]  
 [Signature]

2

Republic of the Philippines  
**SANGGUNIANG BAYAN**  
Municipality of San Juan  
Province of Southern Leyte



**UNANIMOUSLY APPROVED** this 31<sup>st</sup> day of August 2021 at San Juan, Southern Leyte.

I HEREBY CERTIFY to the correctness  
of the foregoing Ordinance:

**ARLENE O. ROSAL**  
Secretary to the Sangguniang Bayan

**ATTESTED:**

**LOLITO A. CASERA, JR.**  
Municipal Vice-Mayor  
Presiding Officer

**APPROVED:** SEP 02 2021

**VIRGILIO A. MORTERA**  
Municipal Mayor

**CONFORME:**

**CHERYMER C. YU**  
SB Member

**EVENCIO M. CASTELLONES**  
SB Member

**FLORENCIO L. PALER**  
SB Member

**SIXTO B. EVALDEZ**  
SB Member

**ROBERT VINCENT D. AVILA**  
SB Member

**REYNALDO A. DROZCO**  
SB Member

**PATERIO A. MALUBAY, JR.**  
SB Member

**ELEUTERIO P. SILVOSA, JR.**  
SB Member

**CORSINO M. VASQUEZ**  
SB Ex-Officio Member/LIGA

**CYRIL D. BULABOG**  
SB Ex-Officio Member/SK

## MEMORANDUM OF UNDERSTANDING

### Know all Men by These Presents:

This Memorandum of Understanding, hereinafter referred to as the MOU, is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by and between:

The Department of Social Welfare and Development, a national agency of the Republic of the Philippines, with office address at Batasan Pambansa Complex, Diliman, Quezon City, herein represented by **GRACE Q. SUBONG** in her capacity as Officer-in-Charge Regional Director of Field Office VIII, hereinafter referred as the DSWD,

AND

The Municipality of **SAN JUAN** a Municipality of the Republic of the Philippines with principal address at the Municipal Hall of San Juan, Southern Leyte herein represented by **VIRGILIO A. MORTERA** in his capacity as Mayor and hereinafter referred to as the Municipality,

### WITNESSED THAT

**WHEREAS**, the Department of Social Welfare and Development (DSWD) is the primary government agency mandated to develop, implement, and coordinate social protection and poverty-reduction solutions for and with the poor, vulnerable, and disadvantaged;

**WHEREAS**, Republic Act (RA) No. 11310 also known as the "Pantawid Pamilyang Pilipino Program (4Ps) Act" institutionalized 4Ps as a national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum of seven (7) years to improve the health, education, and nutrition aspects of their lives;

**WHEREAS**, the 4Ps also helps the Philippine government fulfil its commitment to the Millennium Development Goals (MDGs), now the Sustainable Development Goals (SDGs)—specifically in eradicating extreme poverty and hunger, in achieving universal primary education, in promoting gender equality, in reducing child mortality, and in improving maternal health care;

**WHEREAS**, under the Local Government Code, local government units are mandated to address the needs of its constituencies, and empower the people through direct participation in the affairs of government, by allowing them the widest possible space to decide on, initiate, implement, and innovate on development activities that address their identified needs;

**WHEREAS**, the Municipality of **SAN JUAN** is a \_\_\_<sup>rd</sup> class Municipality in the Province of Southern Leyte, recognized its role in ensuring inclusive development, and commits to address the needs of the poor within its jurisdiction.

**WHEREAS**, DSWD and the Municipal LGU of **SAN JUAN** are willing and able to partner with each other to address poverty, empower citizens, and promote inclusive growth, and agree to commit each other to such partnership through this MOU.

**NOW THEREFORE**, for and in consideration of the foregoing premises, the parties agree as follows;

### Section 1: Purpose of the Memorandum of Understanding

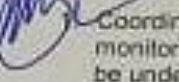

The purpose of this Memorandum of Understanding (MOU) is to establish a partnership between DSWD and the Municipal LGU of SAN JUAN for the successful implementation of the Kilos-Unlad (KU) Social Case Management that will address the needs of the poor, empower citizens, and promote inclusive growth in the Municipality.

### Section 2: Objectives of the Partnership

The DSWD and the Municipality of SAN JUAN agree to engage in partnership through the coordinated and complementary execution of the Kilos-Unlad (KU) implementation activities supported by resources to be provided by both parties.

### SECTION 3: Responsibilities of the Parties

#### Section 3.1 the DSWD shall;

- 
- 
1. Coordinate with the LGU on the introduction, development, implementation, monitoring, and assessment and evaluation of Kilos-Unlad (KU) Implementation to be undertaken in the Municipality of SAN JUAN, Southern Leyte;
  2. Provide relevant data to the LGU in a timely manner to inform the decision and plans of LGU on the KU implementation;
  3. Establish and strengthen a counterpart Municipal Action Team, hereinafter referred to as the MAT, that will serve as the main unit for coordination and support in the execution of Kilos-Unlad (KU) Implementation in the municipality;
  4. Allocate resources to fund Kilos-Unlad (KU) implementation activities to be implemented in the Municipality;
  5. Provide technical assistance to enable LGU and/ or community to enhance their capacity for the effective KU implementation, and;
  6. Work with the LGU in ensuring all Kilos-Unlad (KU) implementation activities in the Municipality are conducted in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 3.2 The Municipal LGU shall;

1. Coordinate with the DSWD on the various programs and services, both current and planned, being implemented in the Municipality that will support DSWD programs and services.
2. Provide relevant data to the DSWD in a timely manner, important for informed decision making by the DSWD on the implementation of its various programs and services;
3. Establish and strengthen a counterpart Municipal Advisory Council, hereinafter referred to as the MAC, chaired by the Local Chief Executive, which will serve as the body to coordinate technical assistance, monitoring and resolution of issues in the execution of Kilos-Unlad (KU) Implementation in the municipality;

4. Allocate or mobilize resources to support DSWD programs and services to be implemented in the Municipality. This also includes the designation of a permanent focal person within the LGU.
5. Adopt the implementation of the Kilos Unlad Seven Year Social Case Management Strategy of the DSWD 4Ps.
6. Support in the referral of beneficiary household member/s needing programs and services not offered in the 4Ps and LGU, and,
7. Provide necessary recommendations and suggestions to improve KU guidelines, processes and tools.
8. Adopt measures to ensure the safety and security of DSWD personnel who may be assigned to work in the Municipality.
9. Work with the DSWD in ensuring all Kilos –Unlad implementation activities in the Municipality are implemented in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 4: Implementation of Programs and Services

Any DSWD programs and services, projects or activity to implement the purpose and objective of this Memorandum of Understanding and partnership with legally binding obligations, shall be established through the execution of **SPECIFIC IMPLEMENTATION AGREEMENTS** or **SIA**. Each SIA shall be authorized in writing by each party's authorized representative. Once executed, each SIA shall form part of this MOU, as annexes.

#### Section 5: Voluntary Commitment

This Memorandum of Understanding is a voluntary commitment between the parties, and does not obligate the parties to engage solely with the other, nor restrict any activity of each party to engage in partnership with other groups or agencies for the delivery and / or implementation of Kilos-Unlad (KU) Implementation. No party shall have any right, power, or authority to create any obligation, express or implied, for and in behalf of the other party.

#### Section 6: Resources to be provided

Each party shall be responsible for allocating and managing resources to cover the costs of the Kilos-Unlad (KU) implementation to realize the purpose of this agreement, and to cover activities and matters related to the fulfilment of each party's responsibilities as stipulated under section 2 above.

#### Section 7: Grievance Redress System

A grievance redress system (GRS) shall be jointly established or strengthened by the LGU and the DSWD to provide a venue for the stakeholders to raise their concerns or complaints on any aspect of implementation of KU or any of the staff (both LGU and DSWD) involved in implementation. Any of the available systems existing in the Municipality maybe used to capture grievances. These systems include the LGU's own system (e.g. Lupon ng Tagapamayapa structure), or the DSWD's Grievance Redres

System in Pantawid Pamilyang Pilipino Program (4Ps). Details of operationalizing the GRS may be agreed upon with the LGU and incorporated in the Specific Implementation Agreement (SIA).

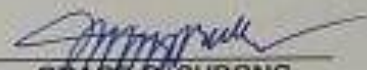
**Section 8: Duration and Termination**

This shall take effect upon signing by both parties. The MOU may be terminated by any party subject to a thirty (30) day written notice of termination.

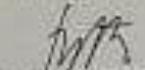
Any amendment to this MOU shall be made in writing and must be concurred by **BOTH PARTIES**.

IN WITNESS THEREOF, the parties have set their hands on this Agreement this \_\_\_\_ day of \_\_\_\_\_, 202\_

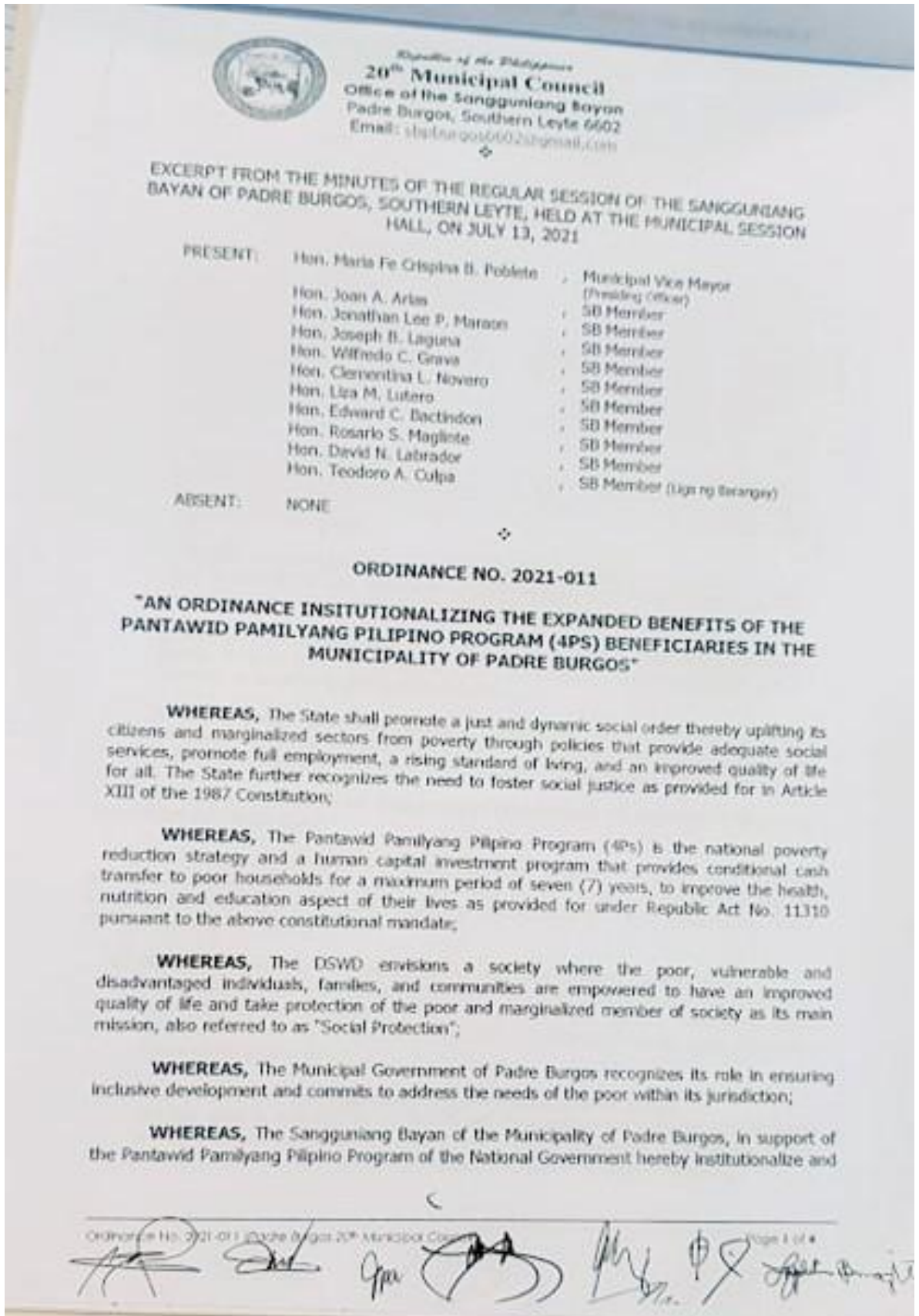
FOR THE DSWD

  
 \_\_\_\_\_  
 GRACE O. SUBONG  
 Officer-in-Charge Regional Director

FOR THE MUNICIPALITY

  
 \_\_\_\_\_  
 VIRGILIO A. MORTERA  
 Municipal Mayor

ANNEX C





**C. Local Action Committee/Team (per Barangay).**

This will replicate the Local Advisory Council in the barangay level of Padre Burgos and allocate funds thereof.

**Section 4. EXPANDED BENEFITS OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4Ps)**

Notwithstanding the mandate of Republic Act No. 11310 is unto the National Government, its agencies and instrumentalities, by this local legislation, the Municipality of Padre Burgos formally imposes unto itself the obligation of expanding the benefits of the 4Ps beneficiaries and their families. Specifically, the following benefits shall be accorded to them:

- A. Guaranteed and Continued Preferential Access to Municipal Social Welfare Programs.
- B. Livelihood Assistance to 4Ps Beneficiaries.
- C. Employment Assistance through the Municipal Public Employment Service Office and of the 4Ps Beneficiaries and their Qualified Dependents.
- D. Medical Assistance through Municipal Social Welfare and Development Office.
- E. Other needed interventions/services which can be provided by the Municipal Local Advisory Council members based on the assessment of the Case Managers. Specifically, in the conduct of Pantawid Pamilya graduation ceremonies of all Padre Burgos candidates for exit of the program.

**Section 5. FUNDING.** The Local Government shall allocate the funds necessary to cover the expenses needed for the implementation of this Ordinance and its projects, programs and activities.

**Section 6. GOVERNING LAW.** In the implementation of this Ordinance, the provisions of Republic Act No. 11310, otherwise known as the Pantawid Pamilyang Pilipino Program (4Ps) Act and its implementing rules and regulations, shall be deemed written unto this ordinance.

**Section 7. SEPARABILITY CLAUSE.** In the event that any section or provision of this Ordinance is declared unconstitutional or invalid, other section or provisions unaffected shall remain valid and effective.

**Section 8. REPEALING CLAUSE.** All prior inconsistent Ordinances are hereby repealed and/or modified accordingly.

**Section 9. EFFECTIVITY.** This Ordinance shall take effect immediately, and shall continue to be in force and effect until revoked or set aside.

Done in the Municipality of Padre Burgos this \_\_\_\_ day of \_\_\_\_, 2021.

APPROVED unanimously.

I HEREBY CERTIFY to the correctness of the foregoing ordinance.



*Sheryl L. Palero*  
**SHERYL L. PALERO**  
 (Acting Secretary)

Ordinance No. 2021-051 (Padre Burgos 20th Municipal Council) Page 3 of 4

expand the benefits of this program in order to further improve the gains reached by the 4Ps beneficiaries-residents in the Municipality of Padre Burgos.

**BE IT ENACTED** by the Sangguniang Bayan of the Municipality of Padre Burgos in session assembled:

**Section 1. SHORT TITLE.** This Ordinance shall otherwise be known as the Expanded Pantawid Pamilyang Pilipino Program (4Ps) Ordinance of Padre Burgos, Southern Leyte.

**Section 2. APPLICABILITY.** This Ordinance is applicable to all qualified Pantawid Pamilyang Pilipino Program (4Ps) beneficiaries under Republic Act No. 11310 residing in the Municipality of Padre Burgos.

**Section 3. DEFINITION OF TERMS.** As used in this Ordinance, the following terms are hereby defined as follows:

**A. Beneficiaries** refers to the households identified by the DSWD for entitlement to the monthly conditional cash grants as provided under Republic Act No. 11310 residing in the Municipality of Padre Burgos.

**B. Benefits** refers to the expanded benefits herein described in Section 4 of this Ordinance.

**C. Case management** refers to a process used by the DSWD to enable the household beneficiaries to improve their functioning by dealing with their difficulties specifically in complying with the terms of the program hence the development of Kilos-Unlad 7-year case management strategy.

**D. Family Development Sessions (FDS)** refers parent group activity attended by the main grantee/s of the household, usually mothers, to enhance their parenting capabilities and encourage them to be more active citizens of the society.

**E. Institutionalization** refers to expanding the benefits of the Pantawid Pamilyang Pilipino Program (4Ps) to be received by the beneficiaries of the program who are residents of the Municipality of Padre Burgos.

**F. Kilos Unlad Case Management Framework.** Kilos-Unlad is a social case management strategy which aims to guide the households (HHs) in achieving improved well-being, stepping out of poverty, and employing individual/family cooperation

**Section 4. CREATION OF SUB-COMMITTEES/TEAMS TO SUPPORT THE LOCAL ADVISORY COUNCIL (LAC)**

The Local Government thru Local Advisory Council (LAC)-4ps may organize subcommittees/teams which are deemed necessary for the support in institutionalizing the expanded benefits of the Pantawid Pamilyang Pilipino Program (4ps) beneficiaries in the Municipality of Padre Burgos, to wit:

**A. Case Management Team (Kilos Unlad Case Management Framework).**

A developed standardized procedure, mechanisms and tools to ensure that household-beneficiaries are assessed on their level of well-being and status of compliance to the conditions of the Program upon entry into and until they exit from the program within a 7-year operational timeline.

**B. Family Development Sessions [FDS] and Parent Groups Team.**

The FDS shall be delivered by the DSWD with its implementing partners. It shall aim to provide a venue to enhance and acquire new skills and knowledge in responding to their parental roles and responsibilities, promoting the concept of shared parenting.

Ordinance No. 2021-011 (Padre Burgos 20th Municipal Council)


*(Handwritten signatures and stamps)*

Page 2 of 4



ANNEX D

DSWD



Republic of the Philippines  
Province of Southern Leyte  
**MUNICIPALITY OF MACROHON**  
\*\*\*  
**Office of the Sangguniang Bayan**

**RECEIVED**  
4/15/21

---

**Present:**

<i>Hon. Jerome A. Curtina</i>	---	Municipal Vice Mayor
		<i>Presiding Officers</i>
<i>Hon. Debra Fe L. Civera</i>	---	S.B. Member
<i>Hon. Menchie Ann S. Salinas</i>	---	-do-
<i>Hon. Karen M. Kinazo</i>	---	-do-
<i>Hon. Raymundo B. Banalo</i>	---	-do-
<i>Hon. Roselia G. Edillo</i>	---	-do-
<i>Hon. Fernando E. Moralde</i>	---	-do-
<i>Hon. Wilfredo L. Madrona</i>	---	-do-
<i>Hon. Ina Marie K. Loy</i>	---	-do-
<i>Hon. Marivic B. Flores</i>	---	Liga Pres./Ex-Officio Member

**Absent:**

<i>Hon. Reenjeff Paul S. Balili</i>	---	SKMS President/Ex-Officio Member (Sick Leave)
-------------------------------------	-----	---

*Resolution No. 196, s. 2021*

**A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD) AND THE MUNICIPALITY OF MACROHON FOR THE IMPLEMENTATION OF THE KILOS-UNLAD (KU) SOCIAL CASE MANAGEMENT AND AUTHORIZING HONORABLE MAYOR ALAN JOSE K. AROY TO ENTER AND SIGN THE SAID MOU FOR AND IN BEHALF OF THE MUNICIPALITY OF MACROHON**

**WHEREAS**, the Department of Social Welfare and Development (DSWD) is the primary government agency mandated to develop, implement, and coordinate social protection and poverty-reduction solutions for and with the poor, vulnerable, and disadvantaged;

**WHEREAS**, in RA 11310 or the 4Ps Act, the Pantawid Pamilyang Pilipino Program (4Ps) is the national poverty reduction strategy and a human capital investment program that provides conditional cash grants to the poorest of the poor for a maximum of 7 years to improve the health education, and nutrition aspects of children aged 0-18;

**WHEREAS**, the LGUs are mandated under the Local Government Code to address the needs of its constituents, and empower the people through direct participation in the affairs of the government, by allowing them the widest possible space to decide on, initiate, implement, and innovate on development activities that address their identified needs;

**WHEREAS**, the Municipality of Macrohon, is a 4<sup>th</sup> class Municipality in the Province of Southern Leyte, recognizes its role in ensuring inclusive development and commits to address the needs of the poor within its jurisdiction;

**NOW THEREFORE**, on motion of Hon. Menchie Ann Salinas duly seconded by Hon. Raymundo Banalo, Hon. Ina Marie Loy and Hon. Marivic Flores, BE IT —


**RESOLVED, AS IT IS HEREBY RESOLVED**, to approve the Memorandum of Understanding (MOU) between the Department of Social Welfare and Development (DSWD) and the Municipality of Macrohon for the implementation of the Kilos-Unlad (KU) Social Case Management and authorizing Honorable Mayor Alan Jose K. Aroy to enter and sign the said MOU for and in behalf of the Municipality of Macrohon.

**RESOLVED, FURTHER**, to furnish a copy of this resolution to Honorable Mayor Alan Jose K. Aroy and the DSWD for their information and appropriate action.

**UNANIMOUSLY APPROVED**, in Regular Session held on the 12<sup>th</sup> day of April 2021.


I HEREBY CERTIFY to the correctness of the foregoing Resolution

*Attested:*



**ATTY. JEROME A. CURTINA**  
Vice Mayor/Presiding Officer

**CINDY M. BAROLA**  
Admin Assistant



Office of the Sangguniang Bayan Secretary

CERTIFIED TRUE COPY

RAMON M. CORTAJO

Secretary to the Sanggunian

Date: 04-16-21

## ANNEX E

POO COPY

**MEMORANDUM OF AGREEMENT  
FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM**

This is an agreement signed between the Department of Social Welfare and Development (DSWD) and the Provincial Government of Southern Leyte. It details the implementation arrangements for the Pantawid Pamilyang Pilipino Program in the province anchored on Republic Act 11310 and its Implementing Rules and Regulations.

**ROLES AND RESPONSIBILITIES OF THE PARTIES**

In adherence to the 4Ps law, Provincial Local Government Unit partners are enjoined to have clear and targeted programs for the beneficiaries ensuring that their well-being is improved and not slide back to poverty. The program specifically would like to propose below minimum critical roles and responsibilities:

**A. Roles and Responsibilities of DSWD**

The DSWD at the regional level, shall serve as the planning, coordinating, implementing and monitoring body of the program reporting to the DSWD Central Office. It shall establish an arrangement of line of authority, communications, and the roles and responsibilities of the different divisions, including provincial, city/municipal structures, in the implementation of the program.

Pursuant to this agreement, the DSWD shall:

1. Advocate for the implementation of 4Ps as the national poverty reduction and a human capital investment program that provides conditional cash transfer to qualified household – beneficiaries;
2. Identify and select the target household – beneficiaries on the basis of a uniform, objective and transparent selection process as indicated in Section 5 of the Pantawid Act;
3. Provide cash transfer to the identified and qualified program beneficiaries;
4. Lead and coordinate with different national and local government agencies including organizations from the private sector to ensure full implementation of statutory commitments herein;
5. Review and recommend in collaboration with other partner devolved government agencies policy development and enhancement to further improve the implementation of the program through the regular conduct of advisory council meetings.

**B. Roles and Responsibilities of the PROVINCIAL Local Government Unit. The PLGU shall:**

To ensure support on the implementation of 4Ps to their covered cities/municipalities thus ensuring achievement of targets directed towards improving the level of well-being & sustainability.

Take the lead, facilitate and monitor the passage of Local Ordinance(s) at the provincial, city/municipal level supporting the program implementation of 4Ps and adopting the Kilos Unlad 7 Year Social Case Management Strategy to improve the condition of its poor constituents.

System in Pantawid Pamilyang Pilipino Program (4Ps). Details of operationalizing the GRS may be agreed upon with the LGU and incorporated in the Specific Implementation Agreement (SIA).

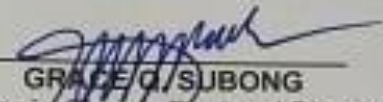
**Section 8: Duration and Termination**

This shall take effect upon signing by both parties. The MOU may be terminated by any party subject to a thirty (30) day written notice of termination.

Any amendment to this MOU shall be made in writing and must be concurred by BOTH PARTIES.

IN WITNESS THEREOF, the parties have set their hands on this Agreement this \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

**FOR THE DSWD**

  
\_\_\_\_\_  
**GRACE Q. SUBONG**  
Officer-in-Charge Regional Director

**FOR THE MUNICIPALITY**

  
\_\_\_\_\_  
**SHIRLITA Y. CHONG**  
Municipal Mayor

### ACKNOWLEDGEMENT

Republic of the Philippines  
City of \_\_\_\_\_

SS. \_\_\_\_\_

Before me, this \_\_\_\_\_ day of \_\_\_\_\_, 2021, personally appeared.

NAME	GOVERNMENT ISSUED ID	DATE/PLACE ISSUED
GRACE Q. SUBONG		

Who executed the foregoing Memorandum of Understanding signed on all pages, including this page on which this acknowledgement is written and acknowledged the same to be their own free and voluntary act and deed.

WITNESS MY HAND AND SEAL on the date, place above written this \_\_\_\_\_ day of 17 SEP 2021 2021 at \_\_\_\_\_, Philippines.

Notary Public

Doc No. 724  
Page No. 8  
Book No. h  
Series No. 2021

  
 ATTY. JON LYNDIE B. CHUA  
 Notary Public  
 For Tacloban City and Province of Leyte  
 M.C. No. 2021-05-14 valid until 12/31/2021  
 Roll No. 67427 / 9/24/2017  
 IGP CR No. 130411/MCLR No. VI-0014530  
 PTR No. 1270128/ 1/5/2018/Tacloban City  
 Bantayan Bldg., Tanawan, Leyte

## ANNEX F

## MEMORANDUM OF UNDERSTANDING

Know all Men by These Presents:

This Memorandum of Understanding, hereinafter referred to as the MOU, is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between:

The Department of Social Welfare and Development, a national agency of the Republic of the Philippines, with office address at Batasan Pambansa Complex, Diliman, Quezon City, herein represented by **GRACE Q. SUBONG** in her capacity as Officer-in-Charge Regional Director of Field Office VIII, hereinafter referred to as the DSWD;

AND

The Municipality of LILOAN a Municipality of the Republic of the Philippines with principal address at the Municipal Hall of LILOAN, Southern Leyte herein represented by **SHIRLITA Y. CHONG** in her capacity as Mayor and hereinafter referred to as the Municipality.

## WITNESSED THAT

**WHEREAS**, the Department of Social Welfare and Development (DSWD) is the primary government agency mandated to develop, implement, and coordinate social protection and poverty-reduction solutions for and with the poor, vulnerable, and disadvantaged;

**WHEREAS**, Republic Act (RA) No. 11310 also known as the "Pantawid Pamilyang Pilipino Program (4Ps) Act" institutionalized 4Ps as a national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum of seven (7) years to improve the health, education, and nutrition aspects of their lives;

**WHEREAS**, the 4Ps also helps the Philippine government fulfil its commitment to the Millennium Development Goals (MDGs); now the Sustainable Development Goals (SDGs)—specifically in eradicating extreme poverty and hunger, in achieving universal primary education, in promoting gender equality, in reducing child mortality, and in improving maternal health care;

**WHEREAS**, under the Local Government Code, local government units are mandated to address the needs of its constituencies, and empower the people through direct participation in the affairs of government, by allowing them the widest possible space to decide on, initiate, implement, and innovate on development activities that address their identified needs;

**WHEREAS**, the Municipality of LILOAN is a \_\_\_<sup>rd</sup> class Municipality in the Province of Southern Leyte, recognized its role in ensuring inclusive development, and commits to address the needs of the poor within its jurisdiction;

**WHEREAS**, DSWD and the Municipal LGU of LILOAN are willing and able partner with each other to address poverty, empower citizens, and promote inclusive growth, and agree to commit each other to such partnership through this MOU.

**NOW THEREFORE**, for and in consideration of the foregoing premises, the parties agree as follows;



### Section 1: Purpose of the Memorandum of Understanding

The purpose of this Memorandum of Understanding (MOU) is to establish a partnership between DSWD and the Municipal LGU of LILOAN for the successful implementation of the Kilos-Unlad (KU) Social Case Management that will address the needs of the poor, empower citizens, and promote inclusive growth in the Municipality.

### Section 2: Objectives of the Partnership

The DSWD and the Municipality of LILOAN agree to engage in partnership through the coordinated and complementary execution of the Kilos-Unlad (KU) implementation activities supported by resources to be provided by both parties.

### SECTION 3: Responsibilities of the Parties

#### Section 3.1 the DSWD shall;

1. Coordinate with the LGU on the introduction, development, implementation, monitoring, and assessment and evaluation of Kilos-Unlad (KU) Implementation to be undertaken in the Municipality of LILOAN, Southern Leyte;
2. Provide relevant data to the LGU in a timely manner to inform the decision and plans of LGU on the KU implementation;
3. Establish and strengthen a counterpart Municipal Action Team, hereinafter referred to as the MAT, that will serve as the main unit for coordination and support in the execution of Kilos-Unlad (KU) Implementation in the municipality;
4. Allocate resources to fund Kilos-Unlad (KU) implementation activities to be implemented in the Municipality;
5. Provide technical assistance to enable LGU and/ or community to enhance their capacity for the effective KU implementation, and;
6. Work with the LGU in ensuring all Kilos-Unlad (KU) implementation activities in the Municipality are conducted in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 3.2 The Municipal LGU shall;

1. Coordinate with the DSWD on the various programs and services, both current and planned, being implemented in the Municipality that will support DSWD programs and services.
2. Provide relevant data to the DSWD in a timely manner, important for informed decision making by the DSWD on the implementation of its various programs and services;
3. Establish and strengthen a counterpart Municipal Advisory Council, hereinafter referred to as the MAC, chaired by the Local Chief Executive, which will serve the body to coordinate technical assistance, monitoring and resolution of issues the execution of Kilos-Unlad (KU) Implementation in the municipality;



4. Allocate or mobilize resources to support DSWD programs and services to be implemented in the Municipality. This also includes the designation of a permanent focal person within the LGU.
5. Adopt the implementation of the Kilos Unlad Seven Year Social Case Management Strategy of the DSWD 4Ps.
6. Support in the referral of beneficiary household member/s needing programs and services not offered in the 4Ps and LGU, and.
7. Provide necessary recommendations and suggestions to improve KU guidelines, processes and tools.
8. Adopt measures to ensure the safety and security of DSWD personnel who may be assigned to work in the Municipality.
9. Work with the DSWD in ensuring all Kilos –Unlad implementation activities in the Municipality are implemented in a participatory and transparent manner, in ways that build greater social accountability of government to citizens, while securing efficient and effective delivery of results.

#### Section 4: Implementation of Programs and Services

Any DSWD programs and services, projects or activity to implement the purpose and objective of this Memorandum of Understanding and partnership with legally binding obligations, shall be established through the execution of **SPECIFIC IMPLEMENTATION AGREEMENTS** or **SIA**. Each SIA shall be authorized in writing by each party's authorized representative. Once executed, each SIA shall form part of this MOU, as annexes.

#### Section 5: Voluntary Commitment

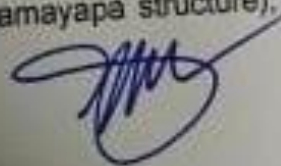
This Memorandum of Understanding is a voluntary commitment between the parties, and does not obligate the parties to engage solely with the other, nor restrict any activity of each party to engage in partnership with other groups or agencies for the delivery and / or implementation of Kilos-Unlad (KU) Implementation. No party shall have any right, power, or authority to create any obligation, express or implied, for and in behalf of the other party.

#### Section 6: Resources to be provided

Each party shall be responsible for allocating and managing resources to cover the costs of the Kilos-Unlad (KU) implementation to realize the purpose of this agreement, and to cover activities and matters related to the fulfilment of each party's responsibilities as stipulated under section 2 above.

#### Section 7: Grievance Redress System

A grievance redress system (GRS) shall be jointly established or strengthened by the LGU and the DSWD to provide a venue for the stakeholders to raise their concerns or complaints on any aspect of implementation of KU or any of the staff (both LGU and DSWD) involved in implementation. Any of the available systems existing in the Municipality maybe used to capture grievances. These systems include the LGU's own system (e.g. Lupon ng Tagapamayapa structure), or the DSWD's Grievance Redre



2. Ensure that the budgets needed to provide complementary services to improve the well-being of 4Ps households shall be included in Annual Investment Plan and Local Poverty Reduction Action Plan.
3. Monitor availability of the required supply side, complementary services, logistical support to ensure that beneficiaries are able to comply with the program conditions and their eventual exit from the program such as livelihood assistance, scholarship programs, etc.
4. Conduct of regular advisory council meetings and address and monitor program implementation concerns such as provision of supply side needs and complimentary programs and services;
5. Provide the necessary support to the Cities/Municipalities in the Pantawid Pamilya implementation especially the relevant interventions for transitioning households.
6. Provide conducive office space and other logistical support to the Provincial Pantawid Staff such as but not limited to office supplies, equipment, among others for the period of program implementation.
7. Designate a Provincial LGU link to assist the DSWD in the implementation of all 4Ps activities in the province.
8. Advocate to other agencies and Civil Society Organizations, Private and Business Sectors and other intermediaries to gain support in the implementation of the Pantawid Pamilyang Pilipino Program.

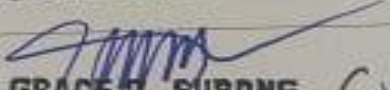
**C. EFFECTIVITY AND AMENDMENTS**

This Agreement shall take effect upon signing of the parties unless otherwise revoked by any of the parties.

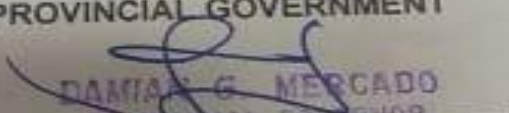
Any modification of this AGREEMENT will not be valid except when there is written concurrence of **BOTH PARTIES**;

**IN WITNESS WHEREOF**, the parties hereunder set their hand on the date : place below mentioned

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**

  
**GRACE B. SUBONG**  
 DIC- REGIONAL DIRECTOR  
 Office-in-Charge Regional Director

**PROVINCIAL GOVERNMENT**

  
**DAMIAN G. MERCADO**  
 Provincial Governor

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES ) S.S

BEFORE me, a NOTARY PUBLIC for and in this day of \_\_\_\_\_ 2020, personally appeared before me;

NAME	CTC/I.D No.	Date/Place Issued
GRACE Q. SUBONG	11-7142	QUEZON CITY
DAMIAN G. MERCADO	11-7142	QUEZON CITY

Known to me to be the same persons who executed the foregoing instrument consisting of \_\_\_\_\_ (X) pages, including this page wherein this acknowledgement is written, signed the parties and their instrumental witnesses, which instrument they acknowledge to be their free and voluntary act and deed, as well as that of the juridical persons which they represent.

IN WITNESS WHEREOF, I have hereunto affixed my notary seal and signature this \_\_\_\_\_ day of \_\_\_\_\_ 2021 at \_\_\_\_\_

Doc. No. 213  
Page No. 45  
Book No. 20  
Series of 2021

*[Signature]*  
 ATTY. **ARLYNNE B. CHAN**  
 Notary Public  
 For Tuguegarao City and Province of Cagayan  
 R.O. No. 2014-01-04 with amendments  
 R.O. No. 2017-01-01  
 R.O. No. 2018-01-01  
 R.O. No. 2019-01-01  
 R.O. No. 2020-01-01

*[Signature]*