



PHILIPPINES 2000



DEPT. OF SOCIAL WELFARE & DEVT.
117 ROAD, CONSTITUTION HILLS, Q.C.

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LEGAL SERVICE

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**Administrative Order No. 39
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SUBJECT: Guidelines on the Implementation of the Family Life Development Program

I. RATIONALE:

The family is the single and most important source of security, belongingness, emotional and economic growth of its members. It is very important in achieving national unity, development, stability and growth.

In pursuing growth and stability, Filipino families face various changes, threats and challenges which could lead to instability in its structure, composition and relationships. These include increasing number of solo parents and family breakdown due to separation, abandonment, and overseas employment, changing roles and responsibilities of men and women as the latter participate more in the labor force and inability of parents to fulfill their obligations to their children due to poverty and other social problems.

Poverty affects a number of 28,441,952 Filipino families (2000 census population) out of this number, 2,912,171 are solo parents.

Individuals grow and develop best within the family. The family is the foundation where members receive nurturance, obtain economic support, imbibe values and beliefs, learn to love and cherish one's traditions and culture, and develop their potentials and mature into well adopted, self-actualized and productive individuals. One feels safe and secured within the family.

The Filipino family needs support and protection to fulfill its developmental role in society and enable its members become competent, creative and contributing participants of society.

Further, the family also needs to generate support, recognition and reinforcement at the community level where local needs and problems will be matched with the existing resources in the community. This will require families to participate and be involved in community affairs, and respond to their familial needs and concerns.

Hence, The Department recognizes the need to develop the Family Life Development Program (FLDP) to promote, strengthen and enhance the well-being of Filipino families by providing an integrated, comprehensive and developmental services to enable them cope with their changing roles and responsibilities and meet the challenges of current socio-economic situation in our country.

II. LEGAL BASES:

1. 1987 Philippine Constitution

Article II, Section I

The State recognizes the sanctity of family life and shall protect and strengthen the family as a basic autonomous social institution. It shall equally promote the life of the mother and the life of the unborn from conception.

Article XV, Section I

The State recognizes the Filipino family as the foundation of the nation. Accordingly, it shall strengthen its solidarity and actively promote its total development.

Article XV, Section III

The rights of families or family associations to participate in the planning and implementation of policies and programs that affect them.

2. The Family Code of the Philippines

Article 149

The family being the foundation of the nation is a basic social institution which the public cherishes and protects. Consequently, family relations are governed by law and no customs, practice or agreement destructive of the family shall be recognized or given effect.

3. Solo Parents Welfare Act

The Solo Parents Welfare Act of 2000 was enacted with the thrust to develop and provide a comprehensive program for solo parents and their children. The Act provides prioritization to solo parents in the provision of medical, educational and housing benefits increased, parental leave, flexible work schedules and other social services.

III. PROGRAM DESCRIPTION:

The Family Life Development Program is a developmental program that aims to promote, strengthen and enhance the well-being of Filipino families by providing an integrated, comprehensive and developmental services to enable them cope with their changing roles and responsibilities and meet the challenges to current socio-economic situation in our country.

The program consists of services and projects that focus on the family as a unit for personal growth and development. These services build the capabilities of families to care for and foster the optimal development of family members and promote community involvement in building healthy families and ultimately, to promote stability, cohesiveness, resiliency and empowerment of the Filipino family.

The Family Life Resource Center (FLRC) or any community facility shall serve as the venue for the implementation of the FLDP. The center shall be managed by the families in the community through its leaders and volunteers.

IV. OBJECTIVES OF THE PROGRAM

1. To provide or access a range of services which are preventive and developmental for all members of the family
2. To adopt and promote a family-oriented approach to programs and services to support and strengthen the family
3. To create support networks for families to help them meet their roles and responsibilities in times of crisis and challenges.
4. To develop a committed, empowered and indigenous leadership among families at the local level through the organization and mobilization of community resources to meet the needs of families
5. To empower families and communities through the use of the FLRC as a venue in undertaking family-oriented activities

V. TARGET CLIENTELE:

1. Families with family members who are practicing different vices such as gambling, substance abuse including alcohol, and occurrence of frequent and repeated conflicts and quarrels among family members.
2. Families who are extremely impoverished, are in crisis or suffering from disablement, separation and violence.
3. Other families identified by members of the community who express their desire to avail of the FLDP services or those referred to the LGU.

VI. PROGRAM COMPONENTS:

A. Organization of Families

The organization of family volunteer will serve as a basic strategy in the implementation of the FLDP. Families will be organized to conduct activities for their own group as beneficiaries of the program based on their problems and needs.

The organized families will also be trained to serve as family advocates in promoting the family well-being within the community. They will be directly involved in the management of the FLRC under the supervision of a social worker/center head. Further, they will be mobilized to serve as key volunteers and leaders in assisting in the implementation of FLDP. Likewise, they shall take an active role in Family Violence and Drug Abuse Prevention Program.

B. Capability Building/Training

This involves the conduct of training activities and other related sessions to equip families and volunteers with specialized skills for service delivery. Families and volunteers shall be trained for specific services such as on Parent Effectiveness Service, Empowerment and Reaffirmation of Paternal Abilities and Family Drug Abuse Prevention Program and NFVPP.

Families and their members will also be provided with other capability building activities towards effective participation and accessing of FLDP services in the community.

C. Networking and Alliance Building

Family groups shall collaborate and cooperate with other groups for awareness raising of issues and concerns that affects the families in the community, advocate for policies on family, render services and taps resources in the community for the implementation of FLDP services. Efforts shall be intensified between and among the intermediaries/stakeholders to ensure accessing of services.

D. Accessing Social Service

This involves the process of making social services available to disadvantaged families and their members which include the children, youth women, persons with disabilities, older persons and the family head to address identified needs and problems. Internal and external resources from DSWD, LGUs, GOs, and NGOs will be tapped and maximized to ensure the needs of families are appropriately responded to.

VII. CORE SERVICES

Families are assisted to help them meet their wide range of needs through generation of resources and accessing the families to different services available in the community. Among the core services of the FLDP are as follows:

A. Family Life Enrichment Service

Family Life Enrichment Service promote family solidarity through family activities, dialogues and rituals among others. These activities promote healthy family life, strengthen values and uphold the importance of strong and close family ties. Family Life Enrichment activities may include family camp, family day celebration, family dialogues and

renewal of marriage vows and family life education sessions such as fathers' workshop and consultations, and mother classes and group sessions for couples.

B. Parent Effectiveness Service

Parent Effectiveness Service (PEPS) is the provision and expansion of knowledge and skills of parents and caregivers on parenting to be able to respond to parental duties and responsibilities on the areas of early childhood care and development, behavior management of younger and older children, prevention of child abuse, health care and other challenges of parenting. It assists parents and parents substitutes to develop and strengthen their knowledge and skills so they can assume their major educational role in the child's growth and development.

C. Empowerment and Reaffirmation of Paternal Abilities

Empowerment and Reaffirmation of Paternal Abilities (ERPAT) is a service that gives importance and emphasis on the development and expansion of knowledge, skills and appropriate attitudes of fathers in performing their paternal roles and responsibilities. It involves conduct of modular sessions, enrichment activities and organization building and development to facilitate collective action and participation in promoting the important role of fathers in the family.

D. Marital Enrichment Counseling

Marital Enrichment Counseling refers to one of the intervention of Marriage Counseling Service that provides opportunities for couples to make their marriage grow, renew and enhance their marital friendship and intimacy and deepen their marital morality and spirituality. This is intended for couples who recognize and desire to make an effort to contribute to each other's growth and achieve greater satisfaction and fulfillment in marital relationship.

E. Family Casework Service

Family Casework Service is a series of counseling activities involving significant members of the family with focus on their role adjustments and performance towards coping with social, psychological and interpersonal problems in the family. This include family consultations, individual and group counseling for the members of the family.

F. Responsible Parenthood Service

~~Responsible Parenthood~~ Service is a series of activities for individuals and couples of reproductive age designed to bring about behavioral and attitudinal change resulting from an appreciation of the values of child spacing and planned family. It assists couples resolve psycho-social barriers which hamper their appreciation, planning the number of children

spacing births in accordance with their religious convictions and their capability to meet the demands of responsible parenthood

G. Family Violence Prevention Service

Family Violence Prevention Service is a community-based strategy of preparing family members to protect themselves against violence and manage resolution of conflict within the family. The service mobilizes the community and inter-agency groups or structures to consolidate efforts in support to families at risk or exposed to family violence.

H. Family Drug Abuse Prevention Service

Drug Abuse Prevention and Education Service involves educating the family and its members and communities regarding the harmful effects of drug abuse. The service aims to create awareness and understanding on the underlying causes of drug abuse problem and promote a drug-free family through a modular sessions for parents and youth on the prevention of drug abuse.

I. Community Based Strategies for the Prevention of HIV/AIDS

The Community Based Strategies for the Prevention of HIV/AIDS is an intervention that focuses on creating awareness and consciousness raising for the prevention of HIV infection. This intervention is geared towards education and capability building of community volunteers in the prevention, management and eventual control of the HIV/AIDS problems in the community as well as strengthen and prepare the family to provide care and support to persons living with HIV AIDS.

J. Family Volunteer Resource and Development Service

This service is designed to maintain and motivate a competent volunteer force that will help undertake activities and programs for the children, youth, women, family heads, persons with disabilities, older persons under the FLDP. The service aims to help volunteers acquire skills and knowledge in rendering volunteer work and gain meaningful and enjoyable experiences and insights as they help to implement the FLDP.

Organized volunteers shall be mobilized in initiating community activities such as preparing the families in the event of man-made and natural calamities particularly in disaster prone areas as well as in providing caregiving support to older persons in the community.

Support services shall be provided to the above core services of the FLDP as a means of outreach to families-in-need in the community. Family volunteers shall access families for additional services to respond to complex needs of the family. These services may be in the form of crisis intervention and livelihood services provided by LGUs, NGOs and other civic/religious organizations. Other services

may also be developed as necessary to further respond to other emerging needs of families.

VIII. THE FAMILY LIFE RESOURCE CENTER

The FLRC shall serve as the venue in the delivery of services/activities in the implementation of the Family Life Development Program. The FLRC shall include a vocational room, a tutoring room or resource center, a counseling room, a meeting room, a pantry and a dormitory to accommodate individuals who need temporary care.. (Please see attached floor plan).

The FLRC shall be established by the Local Government Office following the procedures below:

1. The LGU to express desire and interest to replicate the Family Life Resource Center for the implementation of Family Life Development Program. Hence will initiate the conduct of orientation on FLDP and plan to establish a FLRC with the Director of the DSWD Field Office as the main resource person. Other representatives/officials of the Local Government Units and other agencies in the area will serve as participants. The orientation is to create understanding on the FLDP and clarify expectations about the need to establish a Family Life Resource Center.
2. Elicit commitment and concretize partnership with the DSWD and other offices that may be involved in the community through a Memorandum of Agreement (MOA). Clarify functions and responsibilities of each of the offices which will be involved, e.g. Local Government Office - City/Municipal level to maintain operational fund; Barangay Council to provide a permanent venue/lot where the FLRC will be established.
3. Construction of the FLRC shall be undertaken by the LGU in accordance of the prescribed design.
4. Technical assistance, capability building and support shall be provided by the DSWD and NGOs.

IX. PROCEDURES IN IMPLEMENTING THE FLDP

The basic procedures in implementing the FLDP shall be as follows:

1. Conduct of awareness and consciousness-raising through advocacy activities and orientation meeting with family volunteers in the target areas. The family volunteers shall compose of children, youth, women, couples or parents, older persons and persons with disabilities. This shall be in coordination with the barangay council and other groups in the barangay to elicit interest, commitment and active participation in the community.

2. Organize mobilize a core group of family volunteers representing the different sectors of the family as mentioned above. They will be involved in all the phases of program planning and implementation. Members and leaders of the already existing community organizations such as Pag-asa Youth Movement, Senior Citizen's Associations, women's organization and parents association as well as the day care workers shall be tapped to comprise the group of families who will implement the FLDP.
3. Conduct a participatory survey identifying the needs and problems of families in the community with the participation of family volunteers themselves under the supervision of the LGU social workers. Results of the survey shall serve as basis in the formulation of development plans for families in the community.
4. Collation and presentation of data gathered through the Family Survey Form, Minimum Basic Needs and the assessment tools to the families in a family assembly to prioritize problems, generate resources and formulate possible solutions.
5. Identify target families based on the results of the participatory survey conducted by the volunteers and other data source such as the Family Data Survey Form and Minimum Basic Needs. The criteria described in the section "Target Clientele" will also be considered in identifying families who can benefit from the FLDP.
6. Conduct an organizational planning workshop and organize different committees needed in the implementation of the programs and services for the family. Organize membership of each committee and define their roles and responsibilities as basis for their choice of leaders. The output would be a formulated plan of action for one (1) year under FLDP with an organized committee and with a set of volunteers and leaders who will carry out the plan of activities.
7. Training of the core group members on Family Assessment Tools shall be done to equip the volunteers with necessary knowledge and skills in assisting the social worker/LGU worker in the delivery of services/activities for the beneficiaries within the year.
8. Implement the planned programs and services on family as articulated in the plan of action under the supervision of the LGU social worker or center manager. Volunteers who have been oriented on FLDP will be mobilized as they know best what are the needs and problems of the community, and how they should be responded and carried out.
9. Conduct series of capability building activities, specialized skills training and group enhancement activities to strengthen the organization and fully equip the FLDP volunteers and leaders in performing their roles and functions.

10. Monitor the implementation of programs and projects regularly with the participation of volunteers to validate implementation and identify areas of implementation that need to be strengthened. Monitoring and evaluation shall focus on the following activities:
 - a. Regular monitoring visits will be conducted by the DSWD national and field offices. This will be a conjoint activity with the local government units concerned.
 - b. Mid-term project implementation review will be conducted to evaluate the strength and weaknesses of the volunteers and the project implementation.
 - c. Annual Project Implementation Review with the participation of organized families will be conducted to evaluate the over-all project implementation for continuity and improvement as a basis for plan of action for the succeeding year.
11. Maintain and sustain project implementation through provision of technical assistance and capability building, intensified coordination, resource generation and continuing support and recognition to FLDP volunteers.

X. ROLES AND RESPONSIBILITIES:

A. Department of Social Welfare and Development (DSWD)

1. National Office

Programs and Projects Bureau (PPB)

- a. Determine and provide policy directions to the project.
- b. Revise guidelines as necessary
- c. Provide technical support in terms of technical assistance and resource augmentation, when necessary

National Operation Office (NOO)

- a. Act as the over-all coordinator of the project.
- b. Provide quarterly consultation assistance to field office staff assigned to the project.
- c. Evaluate the project periodically in terms of the objectives and recommend to PPB revision of guidelines and directions as appropriate.
- d. Prepare semi-annual and end-year national project report.
- e. Conduct spot visits to project sites to check gaps in implementation.

2. DSWD Field Office (DSWD - FO)

- a. Facilitate administrative support to the project.
- b. Implement the project based on guidelines and policies.
- c. Negotiate with the Local Government Units for a Memorandum of Agreement for cooperation relative to project implementation.
- d. Organize and conduct activities to sustain community volunteers in the formulation and implementation of project plans.
- e. Provide consultation visits to local government workers where the project is located based on findings of on-the-spot visits, evaluation workshop and status reports.
- f. Prepare and submit quarterly status reports to the DSWD National Office.

B. Local Government Unit (LGU) / Office of the Mayor

The LGU through the Office of the Mayor shall translate into action the guidelines set forth by the DSWD through specific directives to the LGU units/offices concerned:

- a. Prepare Memorandum of Agreement with the DSWD Field Office/Secure authorization from local Sanguniang Bayan (SB).
- b. Assure the presence of a social worker for the project.
- c. Ensure inclusion of program funds in annual budget.
- d. Provide a lot for the Center (FLRC) and assure maintenance of the building.
- e. Provide financial support for the operationalization of the center.
- f. Support the community volunteers in the implementation of project plans.
- g. Conduct monthly visits to project site to check gaps in implementation.
- h. Prepare and submit report on FLDP implementation to the DSWD.

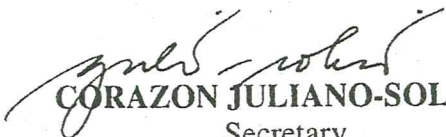
3. Volunteers/Family Advocates

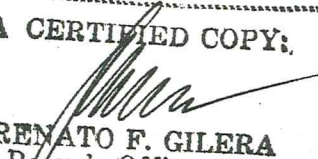
- a. Avail of opportunities (including training and coordination) for the enrichment of knowledge and skills and the development of effective attitudes for social service accessing and coordination.

- b. Access social services to families in the community.
- c. Coordinate/link/network with LGUs, GOs, NGO and other organization in the delivery of services.
- d. Prepare work and financial plan to operationalize/carry out the activities at the center.
- e. Coordinate and consult with the DSWD FO and LGU workers on project developments and concerns relative to project.
- f. Meet regularly to discuss project plans, problems and assess project status.
- g. Provide leadership to families and the neighborhood in the matter of implementation and future maintenance and management of the center.
- h. Generate and mobilize resources (funds, technology, supplies, equipment, program materials) from sources other than the LGUs or the national government agencies.
- i. Prepare and submit monthly report of activities to the Field Office and LGU Office.

XI. EFFECTIVITY

This order shall take effect immediately.


CORAZON JULIANO-SOLIMAN
Secretary
Department of Social Welfare and Development

A CERTIFIED COPY:

RENATO F. GILERA
Records Officer III