



Republic of the Philippines
Department of Social Welfare and Development
Batasan Pambansa Complex, Constitution Hills
Quezon City
Telephone No. 931-8101 to 07

ADMINISTRATIVE ORDER

NO. 73
Series of 2003

**SUBJECT: ROLES AND RESPONSIBILITIES OF THE DSWD,
ITS BUREAUS, UNITS AND FIELD OFFICES AND THE CSWDO/MSWDO
IN THE IMPLEMENTATION OF THE ANTI-TRAFFICKING IN PERSONS
ACT OF 2003 (REPUBLIC ACT NO. 9208)**

I. Background

On May 26, 2003, the *Anti-Trafficking in Persons Act of 2003* (Republic Act No. 9208), signed in to law by President Gloria Macapagal-Arroyo. This Act aims to institute policies to eliminate trafficking in persons especially women and children, establishes the necessary institutional mechanisms for the protection and support of victims of trafficking and provides penalties for its violators.

A major institutional mechanism established under this law is the Inter-Agency Council Against Trafficking (IACAT) chaired by the Secretary of the Department of Justice (DOJ) and co-chaired by the Secretary of the DSWD. Other members of the Council are: the Secretary of the Department of Foreign Affairs (DFA), the Secretary of the Department of Labor and Employment (DOLE), the Administrator of the Philippine Overseas Employment Administration (POEA), the Commissioner of the Bureau of Immigration, the Director-General of the Philippine National Police (PNP), the Chairperson of the National Commission on the Role of Filipino Women (NCRFW), and three (3) representatives from NGOs, who shall be composed of one representative each from among the sectors representing women, overseas Filipino workers (OFWs) and children, with a proven track record of involvement in the prevention and suppression of trafficking in persons as stipulated in Section 20g of the Act.

In its implementation, the DSWD shall perform the following functions:

1. Co-lead with the DOJ in the promulgation of its implementing rules and regulations (Sec. 21b, 29);
2. Designate the Department's permanent representatives to the Council who shall have a rank not lower than an Assistant Secretary or its equivalent to meetings (Sec. 20g);

3. Implement protective and rehabilitative programs and services to trafficked persons (Sec. 16b);
4. Provide counseling and temporary shelter (Sec's. 16b, 23 a & b);
5. Develop a system for accreditation of NGOs for the purpose of establishing centers and programs for intervention in various levels of the community (Sec. 16b).

II. Common Roles and Responsibilities of IACAT Member Agencies

1. Develop policies and programs supportive of and consistent with the objectives of the Act;
2. Enhance the capability of its officers and personnel involved in trafficking issues and concerns through appropriate training and staff support programs;
3. Undertake information, education and advocacy campaigns against trafficking in persons;
4. Maintain a databank on trafficking in persons to be shared among relevant agencies and complement the databank to be established by the Council; and
5. Document good practices as bases for policy formulation and program development.

III. Specific Roles and Responsibility of DSWD as IACAT Member

1. Provide psycho-social counseling, temporary shelter and other support services to victims/survivors of trafficking and their families;
2. Make available skills training and livelihood services to victims/survivors of trafficking;
3. Develop program and other support interventions to facilitate the recovery and reintegration of trafficked victims into their families and communities;
4. Provide social welfare services to Filipino victims of trafficking in other countries through the DSWD Social Welfare Attaché and social workers posted in foreign countries, which may include but not limited to stress management, repatriation and other appropriate psycho-social interventions for their protection and welfare;

5. Conduct technical assistance and capability building activities for social welfare officers/social workers of LGUs and NGOs;
6. Accredite NGOs that provide programs and services to ensure that they meet the standards set by the Department; and
7. Provide temporary shelter and psychosocial services to foreign nationals who are victims of trafficking in persons as confirmed by the Bureau of Immigration.

IV. Roles and Responsibilities of DSWD Bureaus/Units/Field Offices

Relative to the performance of functions expected from the Department, the roles and responsibilities of the DSWD bureaus, units and field offices are as follows:

A. Programs and Projects Bureau

1. Initiate the formulation, development and enhancement of policies, programs and services to prevent trafficking, provide assistance, and ensure recovery, rehabilitation and reintegration of victims to the mainstream of society. This shall be done in consultation and/or coordination with LGUs, NGOs and other government agencies particularly the DOLE, TESDA and CHED (Sec's 16b, 21a, 21 k & 21h);
2. Serve as resource person, along with core of DSWD resource persons, in the training of personnel of Field Offices, NGOs and LGUs (Sec. 23o); and
3. Assist and coordinate with coach monitor and other agencies in addressing needs of trafficked persons abroad (Sec. 24c).

B. Policy, Plans and Information Systems Bureau

1. Complement the shared government information system for migration established under republic Act No. 8042, otherwise known as the "Migrant Workers and Overseas Filipinos Act of 1995" with data on cases of trafficking in persons (Sec. 21j);
2. Conduct continuing research and study on the patterns and schemes of trafficking in persons which shall form the basis for policy formulation and program direction (Sec. 21j);
3. Coordinate with the DLLO and other concerned units relative to the legislative agenda on the creation of SW attaché (Sec. 24c);

4. Coordinate with the DOTC, DTI and NGOs in monitoring the promotion of advertisement of trafficking in person in the internet (Sec. 21m); and
5. Review data collection on the trafficked persons (Sec. 21j).

C. Standards Bureau

1. Develop standard for accreditation of NGOs for purposes of establishing centers and programs (Sec 16b); and
2. Serve as resource person, along with core of DSWD resource persons, in the training of personnel of Field Offices, NGOs and LGUs (Sec. 23o).

D. National Operations Office

1. Monitor and evaluate implementation of programs and services of the Field Offices;
2. Develop mechanism to ensure the timely, coordinated, and effective response to cases of trafficking in persons through Crisis Intervention Unit (Sec. 21k); and
3. Serve as resource person, along with core of DSWD resource persons, in the training of personnel of Field Offices, NGOs and LGUs (Sec. 23o).

E. SWIDB (Social Welfare Institute Development Bureau)

1. Develop, conduct and evaluate capability building programs and activities for implementers;
2. Initiate training programs in identifying and providing the necessary intervention or assistance to trafficked persons (Sec. 23o); and
3. Serve as resource person, along with core of DSWD resource persons, in the training of personnel of Field Offices, NGOs and LGUs (Sec. 23o).

F. Social Marketing

1. Coordinate the conduct of massive information dissemination and campaign on the existence of the law and various issues and problems attendant to trafficking in coordination with the LGUs, concerned agencies and NGOs (Sec. 21e).

G. Legal Service

1. Build network/referral system to assist in handling legal cases related to trafficking in persons; and
2. Provide legal aid/advise as necessary (Sec. 17, 21g & 24a).

II. DSWD Field Office

1. Monitor, evaluate and provide technical assistance in the implementation of programs and services by the LGUs;
2. Document area-based program implementation, particularly best practices/success stories in support to information and advocacy;
3. Submit quarterly status report of program implementation to NOO and PPB;
4. Provide necessary support services to victims of trafficking such as counseling, transportation expenses, emergency shelter or appropriate housing and residential care;
5. Conduct capability building programs/activities and information campaign on trafficking.

V. Roles and Responsibilities of City / Municipal Social Welfare and Development Offices (CSWDO/MSWDO)

The roles and responsibilities of the LGUs are stated in the Act and its implementing rules (IRR). CSWDOs and MSWDOs plays a most crucial role in the LGU in implementing this law. The roles and responsibilities spelled out here are in consonance with the Act and its IRR. These are presented here for the information and guidance of DSWD personnel.

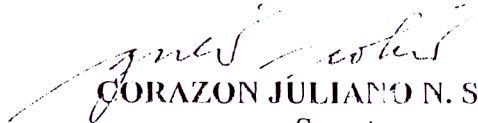
1. Implement an advocacy program for the prevention and suppression of trafficking in persons;
2. Provide social welfare services to victims/survivors of trafficking for their recovery, rehabilitation and reintegration to the mainstream of society;
3. Encourage and support community based initiatives addressing needs of trafficked persons; and
4. Submit quarterly status report to the DSWD Field Office.

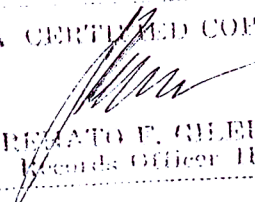


VI. Effectivity

This Order takes effect immediately.

Issued in Quezon City, this 4th day of Sept, 2003.


CORAZON JULIANO N. SOLIMAN
Secretary *st*

A CERTIFIED COPY:

RENATO F. GILERA
Records Officer III