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TITLE: **DSWD LONG TERM CARE PROGRAM FOR SENIOR CITIZENS (LTCSC) GENERAL IMPLEMENTING GUIDELINES**

I.   RATIONALE

Alongside the rapid growth of the older population are the increasing cases of abandonment and homelessness, as well as rise in their special needs such as health care, housing, income security and other social services.   It is generally acknowledged that an ageing population is a positive outcome of combined social, economic and health advances. As a result of the physiological, social and financial changes that older persons experience, they may require assistance from time to time to regain sense of well being. Events like demise of a spouse, retirement from work and onset of related illnesses may put older persons through brief periods of distress. External support or help maybe needed by some to bring relief and expedite adjustment.

The Asian Development Bank's (ADB) report showed that in Asia, people over 65 comprise only about 5.5% of the total population of developing Asia. This percentage is expected to rise gradually to 7.2% by 2015 as fertility rates fall and life expectancy increases.[1] At present, older people in Asia reside primarily in rural areas, but with urbanization trends the percentage of older people living in rural areas is expected to decrease.

Moreover, the decrease in the percentage of older persons living in extended families will leave more elderly living alone thus forcing them to look for assistance for housing and living standards from governments and NGOs[2].

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[1] Source of data: medium variant projections, from UN Population Prospects, New York, 1999. The period 2000–2015 has been selected given (i) the international development targets (set by 2015), and (ii) ADB's long-term strategic framework retrieved from http://www.adb.org/Documents/Policies/Social_Protection/social202.asp on July 13, 2009

[2]   Asian   Development   Bank   Social   Protection   Strategy   retrieved   from http://www.adb.org/Documents/Policies/Social_Protection/default.asp on Aept21, 2009

The rapidly increasing absolute number of Filipino senior citizens which is attributed to its declining fertility rate, and increasing life expectancy, and the density of Filipinos that are becoming 60's is one of the largest in the Asia Pacific Region Population Reference Bureau (2008a, 2008b).

In the National Coordinating and Statistical Board Poverty Statistics for the Basic Sector (2006), it is registered that the highest poverty incidence[3] of senior citizens is 46.05% in Autonomous Region for Muslim Mindanao, Region IX and Cordillera Autonomous Region. The senior citizen ranked seventh among the basic sectors which has the highest poverty incidence and magnitude of poor.

Thus, an integrated and a more comprehensive long term national approach to ensure the protection of the rights of older persons and provide them with adequate health, rehabilitative and socio-economic services must be formulated. Interventions are necessary to directly address the needs of the poorest and to prevent members of vulnerable groups from falling into poverty following community-wide or household-specific shocks[4].The government has recognized the need for urgent action on challenges related to aging, specifically those addressing the developmental and long-term care needs of the senior citizens and ensuring active ageing.

The Department of Social Welfare and Development (DSWD), as the lead agency in promoting the welfare of the senior citizens developed a comprehensive Long Term Care Program for Senior Citizen (LTCSC). The DSWD LTCSC will serve as the blueprint of the government to ensure the development of a milieu that would meet the present and future needs of the growing number of senior citizens in terms of human development and service delivery. It is an integration of devolved and new services in one document (DSWD LTCSC) that will ensure efficient and effective implementation of the programme and national uniformity of activities toward promoting active ageing and society of all ages.

This document will serve as a general guideline for the direct implementers working for the Provincial, City and Municipal Social Welfare and Development Offices (P/C/MSWDO) as well as for social workers and development workers working in social welfare development agency, non-governmental organizations (NGOs) and people's organization (POs) in implementing community-based and residential based services for the senior citizens.

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[3] Poverty Incidence : Number of Poor People/Population Count per conceptual definition by the NSCB

II. LEGAL FRAMEWORK

A. INTERNATIONAL COMMITMENTS

1. MADRID INTERNATIONAL PLAN OF ACTION FOR OLDER PERSON (MIPAOP 2002)

It sets out priority areas and action points that guide efforts toward the goal of ensuring that societies and individuals age with security and dignity while maintaining their full participation and human rights. It sets policy direction on three major areas: (a) older person and development; (b) health and well-being into old age; and (c) enabling and supportive environments for aging.

B. NATIONAL LEGISLATIONS

1. REPUBLIC ACT NO. 9257 EXPANDED SENIOR CITIZENS ACT (2004)

This is an amendment to RA 7432 (1992) which gives full support to the improvement of the total well-being of the senior citizen and their full participation in Philippine society. It expands the coverage of the benefits and privileges and mandates a senior citizen to be the head of Office of the Senior Citizens Affairs (OSCA) in every municipality /city.

2. REPUBLIC ACT 7432 OF 1991

An Act to Maximize Contribution of Senior Citizens to Nation Building, Grant Benefits and Special Privileges and For Other Purposes." The law recognized the contributions of older persons in nation building as active participants. It mobilizes their families and the communities they live with to reaffirm the valued Filipino tradition of caring for the older persons. It also made mandatory the granting of the 20% discount from all establishments relative to utilization of transportation services, hotels and similar lodging establishment, restaurants and recreation centers and purchase of medicine anywhere in the country. It also exempted the senior citizens from the payment of individual income taxes. It also installed in the organization of the Office of Senior Citizens' Affairs (OSCA) in the Office of the Mayor headed by a Councilor who shall be designated by the Sangguniang Bayan and assisted by the Community Development Officer in coordination with the DSWD.

3. **REPUBLIC ACT NO. 7876 SENIOR CITIZENS CENTER OF THE PHILIPPINES (1995)**

This law mandates the establishment of a center for senior citizens in the LGUs to serve as a venue for the recreational, educational, health and social programs designed for the full enjoyment and benefit of the senior citizens. The center is the extension of the DSWD Field Offices and shall carry out the following functions: (a) Identify the needs, trainings, and opportunities for senior citizens; (b) Initiate, develop and implement productive activities and work schemes for senior citizens; (c) Promote and maintain linkages other government and non government organizations and (d) exercise other functions which are necessary to carry out the purpose for which the centers were established.

4. **GENERAL APPROPRIATIONS ACT OF 2008 – SECTION 32**

This Act mandates that all government agencies and instrumentalities should allocate one percent (1%) of their total budget for programs and projects for older persons.

5. **EXECUTIVE ORDER NO. 105 s. 2004 – ESTABLISHMENT OF A GROUP HOMES/FOSTER HOME FOR THE ELDERLY**

This order institutionalized the approving and directing of the implementation of the program for the establishment of Group Home / Foster Home for Neglected, Abandoned, Abused, Unattached and Poor Older Persons and Persons with Disabilities

III. OBJECTIVES

GENERAL:

To promote active aging and improve the quality of life of Filipino senior citizens.

SPECIFIC:

1. To strengthen collaboration and partnership among government (GAs and LGUs); non-government organizations (NGOs), particularly NGOs supporting senior citizens; business sectors; and allied professionals in the development, implementation, monitoring and replication of effective and efficient programs;

2. To promote protection of rights and independence among senior citizens;

3. To establish an enabling environment and provide supportive care for senior citizens;

4. To encourage participation and contribution of senior citizens in community development and nation- building; and

5. To raise public awareness on the emerging issues/concerns on the needs and aspirations of the senior citizens.

TARGET CLIENTELE:

❑ Any Filipino citizen who is 60 years old and above who may have the following characteristics:

- Poor senior citizens who are deprived of, or lack the essentials for a minimum standard of well-being/living. These essentials may be material resources such as food, safe drinking water, and shelter. There may also be lack of social resources such as access to information, education, health care or the opportunity to develop meaningful connections with other people in society;

- Senior citizens who are victims of natural and man-made disasters;

- Senior citizens who are abandoned, neglected and/or victims of physical, mental, psychological, sexual, verbal and economic abuse.

- Frail/disabled/ demented senior citizens in need of palliative care who are totally dependent on others for their Activity of Daily Living (ADL); and

- Senior citizens in residential centers, temporary shelter, whether run by government, NGOs or LGUs.

IV. LONG TERM CARE SERVICES FOR SENIOR CITIZENS COMPONENTS & SERVICES

1. SOCIAL WELFARE

Social welfare provides the following modes of interventions to respond to the needs of the sector:

1.1 RESIDENTIAL CARE SERVICES (RCS)

A 24-hour facility that provides long term or temporary multidisciplinary care to senior citizens who are abandoned by their families or with no significant others to provide the needed supervision and supportive care.

The services that will be provided includes social services, health & medical services, psychological services, skills training, group work activities, dietary services, homelife /group living services, spiritual services (i.e. religious services, masses, confession, bible studies and etc.) and provision of assistive devices.

1.2 COMMUNITY-BASED SERVICES FOR SENIOR CITIZENS AND THEIR FAMILIES

Refers to the programs and services rendered when the helping process takes place in the community as the primary client system, or when social welfare and development activities are provided to individuals, groups and families while they remain in their own homes.

a. STRENGTHENING THE ORGANIZATION OF SENIOR CITIZENS ASSOCIATIONS

This refers to the organization / strengthening of existing organization of people aged sixty (60) years old and above who shall be provided with opportunities for participation, conscientization, and action of senior citizens on socio-political and economic endeavors. Further, this component will also provide for building or enhancing the capacity of the senior citizens in conflict management, stewardship, and other programs.

b. SENIOR CITIZENS CENTER

This refers to a day center facility with recreational, educational, health and socio-cultural programs designed for the full enjoyment and benefit of the senior citizens in the city or municipality. It shall also serve as a facility for the provision of community – based educational services such as the following:

- **LEARNING NETWORK OF SENIOR CITIZEN**
  A community-based educational service that provides avenues for information sharing, and practical skills enhancement (i.e. painting, handicrafts, weaving, etc.).

It will mobilize retired professionals/talented senior citizens to serve as volunteer teachers /resource persons. The Office of the Senior Citizens Affairs (OSCA) will spearhead the implementation of this service in every city/ municipality and/or barangay with the support of the DSWD.

- **SHELTERED WORKSHOP FOR SENIOR CITIZENS**

The sheltered workshop is a facility designed to provide work training and productive employment for senior citizens by producing and selling goods or services.
The funds for its operationalization will be sourced out from the Local Government Units or the National Government Agencies.

This is to enable them to realize their aspirations and for them to become assets to their families and community due to their contributions to society. The workshop activities will include the following:

➤ Provision of skills training

This provides senior citizens with opportunities, productive activity, as well psychological and vocational guidance. This will be spearheaded by the C/MSWDO and implemented by the OSCA, in coordination with other concerned government agencies (e.g. TESDA and DOLE) and NGOs.

➤ Livelihood program

The senior citizens will be provided with start -up capital for livelihood activities and allowance on the course of the livelihood training program.

1.3   HOME CARE SUPPORT SERVICE

This pertains to services provided to senior citizens while in their homes such as assisting senior citizens in their daily living activities (e.g. bathing, eating, dressing, etc); training volunteers and family members on caregiving for senior citizens; provision of assistive devices for senior citizens; and community-based rehabilitative activities. Examples of Home Care Support Service are the following:

- **Hospice Care Service**
  This service offers shelter and care to weary-sick senior citizens.

Volunteers will be mobilize/utilize to provide the direct services and/or assistance to the dying senior citizens and psychosocial support to their families.

- **Foster Home**

This is the provision of a planned temporary alternative family care for older persons who are abandoned, neglected, unattached from the community or those in residential care facilities but found eligible to benefit from the program. It will provide subsidies and care giver training for foster families licensed by the DSWD.

- **Family/Kinship Care**

This is a form of foster care which involves the placement of a senior citizen under the care of his/her relatives and/or family members. This includes provision of caregiving training to the main family carer; establishing community-based support system to prevent burn-out of the carer; and prevent institutionalization of the senior citizens.

- **Support Services for Caregivers**

This refers to capability building and continuing education for caregivers on care and management of older persons and on burn-out prevention. It also seeks to relieve caregivers/ family carers of stress arising from the responsibility of providing daily care. It will also provide subsidies and allowances to volunteers in the amount approved by the LGUs.

1.4   VOLUNTEER RESOURCE SERVICES (VRS)

This will encourage and mobilize individuals, interested groups and intermediaries, as well as able-bodied senior citizens to voluntarily contribute their time, skills and capabilities for the delivery of programs/services for the benefit of the impoverished senior citizens. The components are the following:

- **Friendly Visitor Service**

    This provides opportunities for interested individuals, organizations, active members of senior citizens organizations and other sectors/members of nearby communities to volunteer, visit, befriend, advise, and assist senior citizens who are either living on their own or in the residential care or alternative care.

- **Volunteer Companion Service**

    This encourages volunteers to escort / accompany senior citizens who would need to go to the hospital, church, malls, and other public places.

    This service will tap the National Student Training Program (NSTP) students as volunteers. DSWD will provide an orientation and basic training for the volunteer students on understanding the dynamics, behavior of senior citizens, the aging process and the benefits of volunteering.

- **Inter- Generational Service**

    This provides opportunities for the young and old to interact and mutually learn from each other. The senior citizens may act as resource persons for the younger generation, sharing their vast experiences, learnings and insights through storytelling, testimonials. This can be conducted during day care activities, parents meetings, youth assemblies, etc.

    The LGUs and OSCA may have a memorandum of agreement with the local school board to allow the volunteer senior citizens to act as resource person on one subject or topic in elementary/ high school or to mentor pupils who are slow learners. Likewise, the C/MSWDO will identify Day Care Center/s where older persons can volunteer.

V. IMPLEMENTING PROCEDURES

A. PRE-IMPLEMENTATION PHASE

The pre-implementation phase provides the necessary information and preparatory activities that must be accomplished prior to the implementation of the program.

This phase will include arranging the roster/list of Federation of Senior Citizens Affairs of the Philippines (FSCAP) officers and members and other existing Senior Citizens Organizations (SCOs) in the baranggay, city/municipality and province by utilizing existing records of the City/Municipal Social Welfare and Development Office (C/MSWDO).

Designating the Office of the Senior Citizens Affairs (OSCA) as the main link in implementing community-based program /services and in organizing the senior citizens sector; and designating the SCOs and the OSCA as the key partners in augmenting resources, reaching out to as many clientele as possible in the implementation of the LTCSC at the baranggay level.

In the pre-implementation phase the following activities shall be undertaken:

A.1 SOCIAL PREPARATION

- Conduct series of consultation meetings and fora with LGUs, NGOs, SCOs, private sector and donor agencies on the LTCSC, and build network in sourcing out funds for its implementation;
- Conduct enumeration of senior citizens based on the National Household Targeting System for Poverty Reduction;
- Prepare the advocacy plan and provide briefing to the city/municipal mayor and council on the LTCSC. These will be developed by the OSCA Head in partnership with the C/MSWDOs through the technical assistance of the FO focal person;
- Meeting with all concerned LGUs Staff (i.e. city/municipal councilor, budget officer and etc.) to orient and discuss the LTCSC;

- Review of secondary data about the needs of the senior citizen in the area;
- Provide a situationer of the senior citizens sector (e.g. statistics of senior citizen, common illness, issues and concerns on the implementation of the law, etc).
- Conduct orientation on the different legislations and national plan concerning senior citizens such as:
  - RA 9257- Expanded Senior Citizens Act and other Administrative Orders
  - RA 7876 – Senior citizens Act
  - Philippine Plan of Action for Senior Citizens (2006-2010)
- Establish network with the private sector and other potential partners;
- Draft a resolution for the adoption and implementation of the LTCSC and request the Council chairperson of Social Services to sponsor it; and
- Mobilize the SCOs in lobbying for the approval of municipal/baranggay ordinances for the adoption/replication of the LTCSC and appropriations of the needed budget for implementation.

A.2 LAUNCHING AND MOA SIGNING

- Discuss the contents and responsibility of each party, and indicate the agreed terms in the Memorandum of Agreement (MOA), and farm out copies to concerned agencies/partners, for their information and comments.
- Once commented, finalize said MOA incorporating all comments of partner agencies.
- Prepare the administrative and logistical concerns for the project launching and signing of the MOA.
- Facilitate the formal launching and MOA signing with the project partners and other stakeholders.

B. IMPLEMENTATION PHASE

The implementation phase includes activities that need to be undertaken to ensure the effective and efficient LTCSC implementation at the community level. It will also guide the implementers in ensuring that the services to be provided will be on a per need basis, and will identify beneficiaries using focused targeting.

B.1 CAPABILITY BUILDING

- ❑ The following capability-building activities shall be provided to the LGU implementers (i.e. OSCA Head, Social Workers and Senior Citizen Organization's member):

  a) Basic Training Course
  - ➤ Sensitivity training on Active Ageing and Ageism;
  - ➤ Training on Understanding the Dynamics of Senior Citizens;
  - ➤ Training on Communicating with the senior citizens;
  - ➤ Seminar on the Psycho-Social Changes and Common Medical Illness of senior citizens;
  - ➤ Training on Homecare and Caregiving (e.g. orientation on mobility, daily living capabilities, and the use of assistive devices).

  b) Specialized Training Course

  - ➤ Introduction to Theories and Sociology of Ageing.
  - ➤ Introduction to Geriatric Social Work;
  - ➤ Training on the management of Senior Citizens with Alzheimer's Disease;
  - ➤ Training on Geriatric Case Management

- ❑ Involve the senior citizens to become active partners in the development, implementation and monitoring & evaluation of the LTCSC.

B.2 CASE MANAGEMENT

In providing social work intervention to senior citizens, the social worker shall make use of the case management as a framework and undergo the following processes:

1. Intake Interview
   - Indicate the profile of the senior citizen medical condition; family's caring capability; resources available and other vital information regarding the client; and
   - Verify the information provided through supporting documents, home visits, and interviews.

2. Assessment
   - Evaluate the client's personal family history; skills; vocational interest; level of aspiration; inventory of client's internal resources – awareness / ability/ willingness/ readiness to do something about the problem;

- Gather the psychosocial history of the client through home visits and interviews; and
- Written assessment of the client's needs and problems.

3. Develop Helping Plans/Goals
   - Develop the helping process and helping goals based on the analysis and consultation with the members of the multidisciplinary team;
   - Enable clients and their families to come up with rehabilitation goals/objectives, timeframe, available resources, and responsible persons; and
   - Identification LTCSC services to address the needs/problems of the client's.

4. Helping Plan Implementation
   - Extend referral services if the needed intervention is not available or is beyond the capacity of the LGU;
   - Mobilize resources of the family and community, and coordinate with government and non-government agencies involved in the program implementation;
   - Provide transportation assistance to augment resources to enable the senior citizens to travel and avail of other services outside of the LGU, whenever necessary;
   - Provide counseling/casework service to clients in need of psychosocial intervention through the C/MSWDOs;
   - Formulate and implement the helping activities within the target timeframe; and
   - Ensure periodic evaluation to determine if the needs / problems are responded to through the provision of services/opportunities.

5. Case Closure
   - Determine if the client's needs have been met and that there are no other problems, which should be attended to;
   - Determine if the helping plan/goals were achieved;
   - Refer clients to appropriate experts and/or agencies that could provide the needed intervention, which cannot be given by the current agency; and
   - Inform clients if the social worker determines that there is a need for a case termination/closure.

C. POST –IMPLEMENTATION PHASE

C.1 MONITORING AND EVALUATION

In the post-implementation phase, DSWD FO shall conduct regular monitoring and evaluation that will sustain the implementation of the project. It shall include the following:

- Conduct of quarterly visits / observation and records review;
- Developing a set of indicators based on the plan activities;
- Submission of semestral updates; and
- Conduct of year-end evaluation with the project partners and beneficiaries every 1st quarter of the succeeding year to identify gains, problems encountered during the implementation period and provide responsive technical assistance.

C.2 TECHNICAL ASSISTANCE AND RESEARCH

- Capability building activities;
- Quarterly consultation, meetings on program implementation and demonstration to be conducted during the monitoring visits with the project partners and beneficiaries;
- Monthly coaching and mentoring relative to the implementation of the project by the focal person; and
- Impact evaluation in every FO on the LTCSC, which involves conduct of an evaluative research in coordination with the DSWD-Field Office at the end of the third or fifth year of implementation to determine the effectiveness of the LTCSC.

C.3 DATA BANKING AND REPORTING

- LGUs/OSCA shall submit quarterly statistical reports on the implementation of the LTCSC every first week of April, July, October and January to the FO focal person for OP;
- FOs shall consolidate the reports submitted by the LGUs and shall submit a semestral / annual narrative report to the STB; and
- MISS shall develop a central data banking system that will be installed at the central and field offices, and shall contain the following:
    - # of senior citizens served;
    - # of senior citizens organized / strengthened;
    - profile of senior citizens (name, age range, sex, etc.);
    - social welfare intervention/services extended;
    - network, linkages and support systems established; and
    - resources generated.

C.4 DOCUMENTATION AND MARKETING

- ❏ OSCA and C/MSWDO in coordination with the Field Offices shall document their experiences/success stories, best practices in the implementation of the project;
- ❏ Develop a national and regional compendium of successful cases served which shall be submitted every year; and
- ❏ Utilize the tri-media at the national and local level to create awareness on the LTCSC services.

D. EXPECTED OUTCOME

1. Increase awareness among senior citizens and the general public on elderly abuse and prevention and establishing an efficient system in reporting and responding to cases of abuse among senior citizens;
2. Responsive and accessible services/program to poor senior citizens;
3. Specialized care and rehabilitative services for the senior citizens who are victims of disaster;
4. Provide quality long term care that responds to degenerative diseases and disability among senior citizens in the residential and temporary shelter facilities;
5. Active participation of senior citizens in community development and local governance;
6. Establish a support system for the family carer and community taking care of its elderly members;
7. Increase the number of volunteers, advocates and groups of senior citizens and other sectors that contribute to the implementation of the LTCSC; and
8. Recognition of senior citizens as productive and active members of the family and community.

VI. INSTITUTIONAL ARRANGEMENT

- ● **DSWD CENTRAL OFFICE**

Social Technology Bureau (STB)
1. Develop guidelines, manual and advocacy materials in consultation with key partners;
2. Supervise the implementation of pilot projects (i.e. SWAs) in coordination with the Field Offices (FOs);

3. Conduct orientation on new pilot projects and/or capability building activities for the following:
   a. DSWD focal person on SC;
   b. LGU implementers;
   c. Volunteers; and
   d. Intermediaries
4. Conduct semestral monitoring and annual evaluation of the pilot projects;
5. Provide technical assistance and coaching to program implementers; and
6. Ensure that all original and electronic copy of turn-over documents (e.g. manual, guidelines, documentation and etc.) is completed before turn-over to the PMB.

Program Management Bureau

1. Ensure national implementation and institutionalization of the Social Welfare Development (SWD) programme that is included in national enacted laws in coordination with STB;
2. Supervise the overall program implementation of devolved program in coordination with the Field Office, and recommend enhancement and/or re-evaluation of services to the STB for further enhancement;
3. Conduct semestral monitoring and annual evaluation of the devolved projects together with the STB representative, and provide recommended strategies, components, and improvement;
4. Provide technical assistance and coaching to program implementers of devolved program or joint technical assistance together with STB focal person if deemed necessary;
5. Document the overall program implementation; and
6. Prepare semestral/annual accomplishment reports and provide updates.

Standards Bureau

1. Formulate necessary standards to support the implementation of the LTCSC.
2. Accreditation and monitoring of the Senior Citizens Center.

Social Marketing Service

1. Develop the LTCSC advocacy plan.
2. Develop the LTCSC IEC materials in coordination with the Social Technology Bureau.

Management Information System

1. Create a webpage within the DSWD website which will serve as the repository of information and documents on the LTCSC implementation.
2. Establish a database on the LTCSC programs and services.

Policy Development and Planning Bureau

1. Network with funding agencies, business organizations and other international and national agencies to support the implementation and institutionalization of the LTCSC.
2. Ensure advocacy and monitoring of enactment of local legislations for the implementation of the LTCSC.

- ## DSWD FIELD OFFICE (FO)

  1. Ensure the adoption and institutionalization of the LTCSC at the regional, provincial and municipal levels.
  2. Provide technical assistance to the P/CMSWDO, OSCA and Senior Citizen.
  3. Organizations on the LTCSC implementation;
  4. Submit quarterly reports on the LTCSC to the STB;
  5. Work closely with the STB on the pilot testing;
  6. Assist in the training of implementers and volunteers;
  7. Develop and maintain linkages with local officials, NGOs, GAs and other stakeholders relative to project implementation; and
  8. Assist in the evaluation and documentation of the project.

- ## LOCAL GOVERNMENT UNITS (PROVINCIAL/CITY/MUNICIPAL)

  1. Designate the Provincial/City/ Municipal Social Welfare and Development Office (P/C/MSWDO) to take the lead in the over all implementation of the program;
  2. Enact local ordinances for the adoption and implementation of the LTCSC;
  3. Allotment of funds/budget for the LTCSC;
  4. Provide administrative and other logistics support in the implementation of the program; and
  5. Assist in the monitoring of the progress of the project.

Provincial/City/Municipal Social Welfare Development Office (P/C/MSWDO)

1. Lead in the implementation of the LTCSC at the provincial, city and municipal level;
2. Coordinate and collaborate with the OSCA;
3. Provide technical assistance to SCOs;
4. Monitor and evaluate the implementation of the LTCSC at the baranggay level;
5. Establish partnership with NGOs, SCOs in the delivery of the LTCSC services;

6. Establish a system of protective services for investigating and remedying reported abuse at the baranggay level;
7. Provision of specialized rescue, relief and rehabilitation services to senior citizens who are victims and vulnerable to disaster or living in disaster prone areas; and
8. Submit semestral report on the implementation of the LTCSC to the DSWD FO.

Office of the Senior Citizens Affairs (OSCA)

1. Recommend which service component is applicable to the needs of the senior citizens;
2. Include LTCSC programs/services which it will take the lead in its implementation in their annual work plan and budget;
3. Coordinate, collaborate and support the C/MSWDO in the overall implementation of the LTCSC;
4. Advocate to the municipal and baranggay level the passage of the resolution supporting the implementation of the LTCSC; and
5. Raise awareness of the senior citizens and the general public on the LTCSC.

Senior Citizen Organizations (e.g. FSCAP)

1. Assist the C/MSWDO and OSCA in mobilizing core of community volunteers;
2. Participate and contribute to the implementation of the LTCSC;
3. Advocate for the passage of local ordinances and provision of budget;
4. Lead in the implementation of the LTCSC services at the baranggay level; and
5. Adopt and replicate the LTCSC components in their organization program and services.

VII.   EFFECTIVITY

This Administrative Order (AO) shall take effect immediately and rescind orders which may be contrary to it.

Issued in Quezon City this 28th day of January 2010
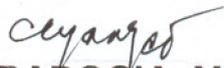
CELIA CAPADOCIA- YANGCO
Acting Secretary