

Administrative Order No. 09  
Series of 2018

## **IMPLEMENTATION OF THE CASH-FOR-WORK (CFW) PROJECT FOR THE AFFECTED FAMILIES DUE TO THE TEMPORARY CLOSURE OF BORACAY IN REGION VI**

### **I. RATIONALE**

Boracay is one of the well-known tourist spot in the Philippines. On 26 April 2018, President Rodrigo Roa Duterte signed the Proclamation 475 declaring a state of calamity in Boracay as a tourist destination for six-months, subject to applicable laws, rules, regulations and jurisprudence, following the government's efforts for the island's environmental rehabilitation. The National Disaster Risk Reduction and Management Council (NDRRMC) projected the number of displacement that can range up to 11,000 families or 36,000 individuals.

The unprecedented temporary closure of establishments such as resorts, malls, restaurants, lodging houses, hotels, stores that are bringing employment and income to residents and non-residents account for the alarming number of displaced individuals and families. There is now a growing demand for the government at all levels to lay down immediate interventions to provide the necessary protection and safety nets to those who are affected.

The lack of economic activities and employment opportunities aggravates their condition and increase their vulnerability to engage in odd or indecent jobs, victims of trafficking or worst when they commit crimes for survival.

The Department of Social Welfare and Development is mandated to provide basic social services to the poor, vulnerable and marginalized sector. To be able to respond to the needs of displaced population due to temporary closure of Boracay, there is a need to develop supplemental guidelines given the current situation.

It is therefore deemed necessary for the Department to develop a policy on Cash-for-Work to provide temporary employment that can immediately provide the daily needs of affected individuals or families.

### **II. AMENDMENT TO AO NO. 15 Series of 2008**

For the purpose of implementation of the Cash-For-Work for the affected families due to the temporary closure of Boracay in Region VI, Section II under the Rate of Assistance of AO 2 series of 2008 is hereby modified as follows:

The rate of assistance for the Cash-for-Work will be increased from **75% to 100%** of the prevailing regional minimum wage rate which is P323.50/day for Western Visayas.

Likewise, for affected individuals outside Iloilo, they shall receive corresponding minimum wage in their respective Region.

The increase on the rate of assistance will certainly alleviate the plight of individuals, mitigate hunger and economic crisis of families affected. This will provide a temporary income for the beneficiaries during the rehabilitation period. The Cash for Work duration will be for 30 days per eligible beneficiary.

### **III. PROJECT BENEFICIARIES**

All families or individuals who are affected, returned to their hometowns, transferred employment, or migrated to other places.

### **IV. COMPONENT AND SCHEME**

#### **1. Types of Projects and Activities covered under Cash-for-Work**

Disaster Preparedness, Mitigation and Environment related projects

- a) Labor Work i.e. digging, dredging, desilting of canals and drainage, planting trees, reforestation, clearing pathways, shelter/facilities repair, demolition of illegal infrastructure, clearing of debris, garbage collection, installation of support facilities, hauling of food and non-food items and alike. Those who are working in hazardous activities shall be provided with necessary protective gears and tools; and
  
- b) Technical or Office Work i.e. assist enumeration/profiling, preparation of report, preparation of replenishment and liquidations, disbursements during actual payments, camp management, operation center management, monitoring and alike.

#### **2. Source of Funds**

Quick Response Fund (QRF), FY 2018 GAA (RA 10964), National Disaster Risk Reduction and Management Fund

#### **3. Policies in the Fund Utilization**

The fund utilization will be based on the *Administrative Order No. 64 series of 2003 "Implementing Guidelines in the Utilization of Quick Response Fund (QRF)"* and *Republic Act No. 10964 or the General Appropriations Act of CY 2018* and in consonance with *Commission on Audit Circular No. 94-013 "Rules and Regulations in the Grant, Utilization and Liquidation of Funds, Transferred to Implementing Agencies."*

#### **4. Mode of Payment by the DSWD Field Office VI**

##### **A. Direct Payment to the Beneficiaries**

This scheme requires the DSWD Field Office staff to pay individuals who were engaged in the Cash-for-Work projects

##### **B. Fund Transfer to the Local Government Units (LGUs)**

- a) The Local Government Unit shall prepare a Project Proposal of projects/activities to be undertaken by the beneficiaries of their communities and submitted to DSWD FO for validation and assessment.
- b) Execution of a Memorandum of Agreement (MOA) between the DSWD Field and the responsible Local Government Unit.
- c) Fund transfers to the LGU shall ensure compliance to the Commission on Audit (COA) Circular No. 94-013 entitled "Rules and Regulations in the Grant, Utilization and Liquidation of Funds, Transferred to Implementing Agencies."
- d) Fund transfers to the LGU shall be made in tranches:
  - 1<sup>st</sup> Tranche (50%) – upon execution of MOA
  - 2<sup>nd</sup> Tranche (40%) – upon submission of complete liquidation report of the previous tranche
  - 3<sup>rd</sup> Tranche (10%) – upon submission of complete liquidation report of the previous tranche

#### **5. Liquidation Report Submission**

##### **a) Field Office**

The FOs shall submit utilization report monthly basis every 5<sup>th</sup> of the following month together with terminal reports upon completion of the project or upon full utilization of the allocation.

##### **b) LGUs**

Upon full utilization of transferred funds, liquidation and terminal reports shall be submitted to DSWD Field Office within 60 days after full utilization of each tranche and or completion of the project as specified in the Memorandum of Agreement.

#### **V. PROVISION OF MONITORING AND TECHNICAL ASSISTANCE**

To provide timely intervention to beneficiaries of the Cash-for-Work, the Office of the Undersecretary for Disaster Response Management Group and Disaster Response



Management Bureau shall closely coordinate with DSWD Field Office VI for any support services or technical assistance needed in relation to Cash-for-Work.

## VI. SEPARABILITY CLAUSE

If, for any reason, any section or provision of this Order or any part thereof, or the application of such section, provision or portion is found inconsistencies with the existing rules, regulations as well as accounting and auditing guidelines, the remainder thereof shall not be affected by such declaration.

This Circular takes effect immediately. Issued this 8<sup>th</sup> day of May 2018.



**EMMANUEL A. LEYCO**  
Officer-In-Charge

Certify True Copy:



**MYRNA H. REYES**  
OIC-Division Chief  
Records and Archives Mgt. Division