



Department of Social Welfare and Development

DSWD-GF-010 | REV 01 | 17 AUG 2023

ADMINISTRATIVE ORDER

NO. 03
Series of 2023

SUBJECT: DSWD ROADMAP ON THE IMPLEMENTATION OF THE HANOI DECLARATION ON STRENGTHENING SOCIAL WORK (2023-2028)

I. RATIONALE

The ASEAN recognizes the critical role of social work in mitigating the impacts of economic and social crises on individuals, families, and communities; addressing root causes of social issues to improve stability and the overall resilience of vulnerable groups to withstand the impact of these crises; and responding to vulnerabilities arising from natural and human-induced disasters, conflict, climate change, rapid urbanization, disparity, and inequality. With the establishment of the ASEAN Social Work Consortium (ASWC), which charted cooperation actions among social work practitioners and educators, and social welfare administrators from the ten ASEAN member States, key progress has been achieved in advancing social work practice and education in the ASEAN through the implementation of the ASWC Work Plans and regional instruments.

In line with the ASEAN Community Vision 2025 – which seeks to build upon and deepen the integration process to realize an inclusive, people-oriented, people-centered ASEAN Community – Vietnam, during its chairpersonship of ASEAN 2020, initiated the development of an ASEAN Declaration that will serve as one of high-level commitments and important platforms for cross-sectoral cooperation in strengthening social work in ASEAN. In consultation and collaboration through the Senior Officials Meeting on Social Welfare and Development (SOMSWD), a sectoral body in charge of the cooperation along social welfare and development in ASEAN, the *Hanoi Declaration on Strengthening Social Work Towards Cohesive and Responsive ASEAN Community* was endorsed and adopted by the ASEAN Leaders during the 37th ASEAN Summit held last 12 November 2020. The aforementioned Hanoi Declaration, provided the first regional framework for social work warranting collective and collaborative efforts on the promotion and strengthening of social work and the wider social service workforce in the ASEAN.

An ASEAN Roadmap to Implement the Hanoi Declaration on Social Work was further developed and agreed upon by the ASEAN Member States in 2021 translating the priorities and commitments in the Hanoi Declaration into concrete actions engaging government, non-government, development partners, and concerned stakeholders both at the regional and national levels with opportunities to expand partnerships and cooperation to accelerate collective action along social work.

The Department of Social Welfare and Development (DSWD), as the SOMSWD focal agency representing the Philippines, is expected to coordinate the mainstreaming and implementation of the Hanoi Declaration within the Department

PAGE 1 of 23



taking into consideration the action items committed and agreed upon by the ASEAN Member States. Aligned with the efforts and roles of the Philippine Social Work Consortium and recognizing the need to accelerate the social work profession in the country, a roadmap providing priority areas to be considered and observed by the DSWD is essential to contribute to the realization of the Hanoi Declaration on Social Work.

Hence, this Administrative Order provides the specific roles and contributions of DSWD offices to accelerate the promotion of the social work profession.

II. LEGAL BASES

- A. Hanoi Declaration on Strengthening Social Work Towards Cohesive and Responsive ASEAN Community, Adopted during 37th ASEAN Summit, 12 November 2020
- B. ASEAN Road Map for the Implementation of the Hanoi Declaration on Strengthening Social Work for Cohesive and Responsive ASEAN Community, Endorsed by ASEAN Member States and SOMSWD in 2021
- C. Republic Act No. 9433. *An Act Providing For A Magna Carta For Public Social Workers.*
- D. Republic Act No. 5416. *An Act Providing for Comprehensive Social Services for Individuals and Groups in Need of Assistance, Creating for This Purpose a Department of Social Welfare.*
- E. Republic Act No. 4373. *An Act to Regulate the Practice of Social Work and the Operation of Social Work Agencies in the Philippines and for Other Purposes.*
- F. Presidential Proclamation declaring June 19 of every year as "*Filipino Social Workers Day*" to recognize the "*indispensable role*" of social workers in nation-building.

III. OBJECTIVES

In pursuit of a cohesive, inclusive and responsive social welfare service, this document aims to identify contributions of the Department of Social Welfare and Development from 2023 to 2028 for the promotion and strengthening of social work – remaining aligned, consistent with and supportive of the Department's mandates, vision, and mission, and in its commitments at the national, regional as well as international levels along social work, and social welfare and development. The roadmap builds and sustains the comprehensive social work and multidisciplinary approach, inclusive and quality social welfare services that underscores the outcome and impact of programs, services and interventions.

Specifically, this document aims to:

1. Articulate major steps and expected work from 2023-2028 identifying the roles and contributions of DSWD (OBSUs, and field offices) in the promotion of social work in the Philippines and strengthening it as the primary profession in social welfare and development initiatives and processes
2. Provide guidance for the DSWD in the inter-office, inter-agency and inter-sectoral collaboration towards the attainment of the agenda on social

work as stipulated under the commitments in the Hanoi Declaration on Social Work.

3. Provide a venue to consolidate and harmonize all related activities and initiatives of the DSWD mapping out current and potential areas for cooperation among offices and stakeholders, create and maximize resources needed as well as ensure greater impact on the internal and external population that DSWD serves and works with.
4. Install mechanisms of recognizing Social Work professionals who are highly contributing to the practice of the profession and to boost their morale through full implementation of the rights and privileges accorded to them by the law.

IV. DEFINITION OF TERMS

- A. **Social work** – the profession which is primarily concerned with organized social service activity aimed to facilitate and strengthen basic social relationships and the mutual adjustment between individuals and their social environment for the good of the individual and of society by the use of social work methods¹; a practice-based profession and an academic discipline that promotes social change and development, social cohesion, and the empowerment and liberation of the people. Principles of social justice, human rights, collective responsibility and respect for diversities are central to social work. Underpinned by theories of social work, social sciences, humanities and indigenous knowledges, social work engages people and structures to address life challenges and enhance wellbeing².
- B. **Registered Social Worker** – graduate of Bachelor of Science in Social Work or Master's Degree in Social Work and who has passed the social work licensure examination³.
- C. **Social Work Practice** – professional application of social work methods and approaches critical to the effective performance of the preventive, rehabilitative, and developmental functions of the social work profession. The different social work practice are as follows:
 - a) Direct practice is when a social worker works directly with an individual, family or group of people through the use of basic social work methods such as social work practice with individuals and families, groups, organizations, and communities;
 - b) Indirect social work practice or macro practice social work is when the social worker is involved in activities that consist of facilitating change through programs or policies. The social worker's functions are administration and management, policy and program development, research, and capacity building. This type of practice requires the use of specific knowledge and skills on social work philosophy, functions, and has the primary focus

¹ Republic Act No. 4373. An Act to Regulate the Practice of Social Work and the Operation of Social Work Agencies in the Philippines and for Other Purposes.

² International Federation of Social Workers

³ Republic Act No. 9433. An Act Providing For A Magna Carta For Public Social Workers.

on the helping process in determining the outcomes for the population being served;

- c) **Generalist Social Work Practice** refers to social work practitioners who seek to enhance the well-being of client systems of all sizes including individuals, families, groups, organizations and interdependence of these systems. Generalist social workers promote social justice with an emphasis on an appreciation for diversity, cultural responsiveness, elimination of systems of oppression, and realization of human rights and social, economic, and political justice at the micro, mezzo, and macro levels.⁴

- D. **Social Service Workforce** – includes a wide range of governmental and nongovernmental professionals and paraprofessionals and community level volunteers, who work with children, youth, adult women and men, older persons, families and communities, focusing on those with additional needs who are marginalized, in vulnerable situations or at risk, to protect and ensure their healthy development and well-being and the fulfillment of their rights. To do so, the social service workforce provides preventative, responsive and promotive services that are informed by the humanities and social sciences, indigenous knowledge, discipline-specific and interdisciplinary knowledge and skills, and ethical principles. Social service workers engage people, structures and organizations to facilitate access to needed services, alleviate poverty, challenge and reduce discrimination and social isolation, promote social justice and human rights, and prevent and respond to violence, abuse, exploitation, neglect and family separation⁵.

V. COVERAGE

This Administrative Order shall cover the following in pursuit of promoting the social work profession in accordance with the actualization of the Hanoi Declaration from 2023 to 2028 covering the following areas:

- Practice of social work and professional recognition
- Strengthening social work and the wider social service workforce in DSWD
- Development, planning and support to social work, wider social service workforce and its intermediaries
- Enhancement of cooperation including potential partnerships contributing to the advancement of social work and strengthening of social service workforce

VI. GUIDING PRINCIPLES

The overarching principles of this Roadmap are based on the principles and values of the social work, sustainable development agenda, international human rights treaties, and ASEAN declarations and instruments. These principles include:

1. Respect for the inherent worth and dignity of human beings.
2. All services and interventions should first and foremost aim to do no harm.

⁴ DSWD Memorandum Circular No. 05, series of 2023. Guidelines in Determining When a Government Personnel May be Considered as Public Social Worker.

⁵ Hanoi Declaration on Strengthening Social Work

3. Respect for confidentiality of personal information, and protection of personal data, alongside the responsibility to disclose information in line with statutory reporting obligations to protect clients.
4. Leave no one behind, which requires equal and equitable access to services and resources and nondiscrimination, based on a commitment to address all forms of discrimination.
5. A rights-based approach, upholding the Universal Declaration of Human Rights and the applicable international human rights conventions, enshrining basic human rights and fundamental dignity of all humans.
6. Respect for diversity.
7. Alongside individual rights, the importance of collective responsibility, reciprocal relationships and interdependence among people and between people and the environment.
8. Meaningful participation of the people for whom services are intended, including children and people and children with disabilities, in the design and evaluation of those services, and in assessments and decision making which determine how the services will be delivered.
9. Client-centered approach, services and interventions that are disability, gender and age responsive, and sensitive to the needs of the individual, not the convenience of the system or bureaucratic requirements, and are provided based on the informed consent from the individuals.
10. An evidence-based approach to the design, development, evaluation and improvement of interventions and services.
11. Adequate and appropriate training of practitioners in all settings and supervision only by qualified social workers of the various social service workforce positions.
12. A multidisciplinary, and multisectoral approach, ensuring that necessary information, skills and interventions are taken into account in the design, planning, delivery, monitoring and evaluation of services, including research and education.
13. Regional cooperation between AMS and all ASEAN Sectoral Bodies and between key sectoral bodies at country level with key roles in strengthening the social service workforce. Wider engagement and significant cooperation with the private sector, civil society organization (CSOs), service providers, UN agencies, other multilateral organizations and international non-governmental organizations (INGOs) at local, regional and international levels.

VII. PRIORITY AREAS

Considering the roles and mandates of the DSWD, the priority areas where its OBSUs and FOs will focus on in the promotion of social work are categorized as follows. These are based on the ASEAN roadmap for the implementation of the Hanoi Declaration, and on the output of the Technical Working Group on the DSWD Roadmap for the Hanoi Declaration (Special Order No. 1630, series of 2023). Specific roles and contributions of OBSUs and FOs with their corresponding timelines are specified in the attached matrix (Annex A).

1. *Enhancing legal framework and policies for Social Work*

Considering that policies serve as a foundation for mechanisms and initiatives to highlight the importance of the social work profession as exemplified in previous issuance of legislations, the ever-changing role and contributions of social work practitioners are to be supported by legal measures.

It is imperative that the state acknowledges the profession through the passage of laws and issuance of enabling policies which emphasize the roles that social work perform in primary and secondary settings of practice. On this note, the Department has an indispensable role in the creation and amendment and publication of laws, issuance of policies and guidelines that guarantee the representation, participation and recognition of social workers in the development of programs, delivery of its services and performance of functions of the Department.

Comprehensive, evidence-based policies, and legislations will also warrant common framework, standard and guidance among social worker to perform well-defined roles, and deliver key services while working with allied sectors and wider social welfare service workforce towards the accomplishment of set goals and target outcomes.

2. *Strengthening the Planning, Development and Support to the Social Workers and the wider Social Service Workforce*

To properly provide a facilitative and enabling environment for social workers and the social service workforce, it is necessary that policy framework and mechanisms are in place warranting functional regulating bodies to guarantee that the level of performance and ethics are observed and practiced to promote excellence in practice and work.

A comprehensive, evidence-based and well-defined strategy defining clear roles, functions and competencies shall be put in place to deliver quality and accessible social services. In this manner, an information system that would support the competency-based hiring, recruitment and retention of workforce is necessary to keep track and identify gaps in the movement of social workers and the wider social service workforce. This will also help guarantee the delivery of functions within the Department.

In an effort to continuously equip the practitioners in fulfilling their mandates and responsibilities, initiatives geared towards the improvement of knowledge and skills of social workers and social service workforce are to be synchronized and harmonized. The availability of a clear framework for competencies of various social service workers, education of social workers and training of the wider social service workforce allows the diverse actors involved in training and education to apply unified standards covering curricula, examinations, qualifications and field placements. Enforcement of these standards helps ensure a high quality of social services for those in need.

In this endeavor, strengthened educational learning and capacity building framework, policies and measures have to be implemented to ensure that minimum requirements are met in order to carry out the mandated functions.

To ensure the continuous promotion of professional growth and development of social workers, knowledge products that capture the necessary elements and aspects for the improvement of the practice are also valuable. In addition, allocation of resources and support mechanisms such as data management, and monitoring and evaluation systems to assist the fulfillment of social workers' roles have to be prioritized, especially with the heavy engagement of the profession during times of crisis.

3. *Rewards and Recognition*

Considering the crucial roles attended to by social workers, a system of rewards and recognition is necessary to boost morale and promote the significant contributions of the profession. With the implementation of the Magna Carta of Public Social Workers, rights and benefits that social workers must receive have to be given ample resources and provided promptly.

4. *Building Stronger Partnerships/Alliance Building*

The convergence of efforts and support within the Department and partner government and non-government agencies and organizations will contribute significantly to the appreciation and recognition of the social work profession. Sustaining partnerships and alliance building is essential to foster a synchronized and comprehensive view about the necessary steps to be taken and maximizing use of resources for the development of social work in the Department. Further, working with different disciplines, sectors (health, education, disaster management, etc), various service providers and key actors will warrant cohesive, inclusive, coordinated and responsive delivery of social welfare services and interventions.

5. *Developing Strategies to Improve Public Perception on Social Work*

To guarantee that the general public, and even members of the DSWD are aware of the proper roles and capacities of the profession and its practitioners, a communication plan promoting the contribution of social work and accomplishments attained by social workers is to be developed and operationalized. This will play a key role in building positive perception about social work, highlighting the scope of functions and influential positions performed by social workers, and promoting significant initiatives conducted at the national, regional, and local levels to accelerate the recognition of social work.

Considering the activities (outlined in Annex A) to be carried out by concerned Offices, Bureaus, and Services, the same will be committed in their respective Performance Contracts to guarantee the proper cascading of deliverables and monitoring of their accomplishments.

2. Provide necessary support (i.e., technical, financial, administrative) in the execution of the stated activities.
3. Develop projects and activities in accordance with the purpose and intention of the roadmap to accelerate the social work profession.
4. Contribute in building positive perception of social work.
5. Participate in the updating and monitoring of the roadmap implementation.

B. Executive Committee

1. Champion the strengthening of social work and social service workforce.
2. Lead in ensuring that activities reflected in the roadmap have regular fund allocation.
3. Lobby at the inter-agency level the necessary policy formulation, coordination, and implementation for the strengthening of social work and the social service workforce.
4. Monitor implementation of the DSWD roadmap as committed in and aligned with the Hanoi Declaration.

C. Technical Working Group for DSWD Roadmap on Hanoi Declaration Implementation

A technical working group, co-headed by the Philippine SOMSWD Focal Leader and an Executive Committee official who is a social worker, shall be sustained to perform the following responsibilities:

1. Monitor the implementation of the roadmap highlighting inter-office, inter-agency and inter-sectoral collaboration towards the attainment of the realization of the Hanoi Declaration on Strengthening Social Work
2. Update roles and contributions of concerned OBSUs for the attainment of commitments on the advancement of social work within the Department.
3. Provide an avenue to discuss the harmonization of related activities for the advancement of the social work profession and promotion of the role of social work along social welfare and development.
4. Contribute in building a positive public perception of social work.
5. Perform other tasks that may be assigned by the Secretary for Social Welfare and Development in pursuit of strengthening social work practice and capacity building of the social service workforce.

The TWG shall be composed of the following offices, bureaus, and services: Program Management Bureau, Social Technology Bureau, Social Welfare Institutional Development Bureau, Standards Bureau, Human Resource Management and Development Service, Policy Development and Planning Bureau, KALAHI-CIDSS National Program Management Office (NPMO), Sustainable Livelihood Program-NPMO, and Pantawid Pamilyang Pilipino Program-NPMO. The Co-Chairpersons have the authority to include additional TWG members from other offices and/or organizations, as agreed by the members of the TWG.

Supporting the TWG, the Policy Development and Planning Bureau will act as the Secretariat to provide the necessary administrative and technical support in the performance of the TWG's duties and responsibilities.

A Special Order and Terms of Reference shall be issued to reflect and formalize the establishment of the TWG.

IX. MONITORING AND EVALUATION

To ensure the mainstreaming of the Hanoi Declaration, concerned Offices shall integrate activities and action items in their respective plans and priorities. Progress of implementation of the roadmap will be reported quarterly to the PH SOMSWD Secretariat lodged at the Policy Development and Planning Bureau.

A technical working group with the cited functions in the previous provision will be established to ensure the implementation and monitoring of Philippine commitments to the ASEAN Declaration.


Also, regular consultation meetings will be convened to discuss the progress of the implementation of and modify the roadmap, as necessary, as well as provide a venue to cascade and plan the execution of key decisions agreed upon at the ASEAN Level and further directives from the Philippine Leader on ASEAN Ministerial Meeting on Social Welfare and Development (AMMSWD) and Philippine Senior Officials Meeting on Social Welfare and Development (SOMSWD) Leader. Further, this will ensure that significant developments relative to the Hanoi Declaration are aligned and/or are included in the priorities and plans of the Department.

Should there be changes to be reflected in the roadmap, the technical working group shall facilitate the necessary revisions and finalization. An annual review shall be conducted to assess and evaluate the overall status of the activities and their alignment with national and international commitments. Updating of the roadmap shall be conducted every three years of the roadmap implementation.

X. EFFECTIVITY

This Administrative Order shall take effect immediately upon signing and supersedes previous issuances inconsistent herewith.

Signed in Quezon City, Metro Manila.


EDUARDO M. PUNAY
Officer-in-Charge
Date: 31 JAN 2023

ANNEX A: DSWD Roadmap for the Implementation of Hanoi Declaration on Strengthening Social Work 2023-2028

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
1. Enhancing Legal Framework and Policies for Social Work	Development / amendment of laws, internal policies and guidelines Standards of practice, regulations	Declaration Pillar 1. Develop and strengthen legislation and policies on social work including defining, reinforcing and enhancing the roles and functions of social workers.	Lobbying for the amendment of Social Work Legislations and Proposed recommendations: <ol style="list-style-type: none"> 1. R.A. 4373, R.A. 5175 2. R.A. 9433 (Magna Carta on SW) 3. Local Government Code of 1991 4. R.A. 9344 as amended by R.A. 10630 (CICL) 5. HB 10120, SB 2359, and SB 2471 (Remuneration) 	2023	TWG on DSWD Roadmap for Hanoi Declaration Implementation, DLLO	ASEAN Social Work Consortium – Philippines (ASWC PH)
		Declaration Pillar 2. Develop a strategic plan for the progressive strengthening of social work, based on an assessment of needs and current social service system capacities and a multidisciplinary, inclusive and participatory approach	Regular Collaboration with DLLO for inclusion and updating in the legislative agenda	2023 -2028		
			Coordination and exploratory talks and engagements with stakeholders	2023 -2028	TWG on DSWD Roadmap for Hanoi Declaration Implementation	
			Development of position paper / policy paper supporting the appointment of social workers in key positions both at the national (i.e., Executive and Management Committee, OBSU requiring SW expertise, and Regional Directors) and local levels, and career advancement and employment benefits for public social workers	1 st Q, 2023	TWG on DSWD Roadmap for Hanoi Declaration Implementation Social Work Management and Consultative	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
		Declaration Pillar 3. Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers.			Committee (SWMCC)	
			Issuance of Administrative Order warranting and maintaining the designation of a Social Worker as SOMSWD Leader; and as EXECOM Champion to lead the activities on implementing the Hanoi Declaration on Social Work	2023	PDPB	ADSWI
			Development of related social work-related policy notes/brief/papers	2023-2028	PDPB, TWG on DSWD Roadmap for Hanoi Declaration Implementation	ADSWI PH ASWC
			Issuance of DSWD Guideline for the application of Magna Carta for Social Workers TWG and ADSWI to closely monitor the implementation of internal guidelines that will support the implementation of the Magna Carta for Social Workers	2023 2023-2028	TWG on on DSWD Roadmap for Hanoi Declaration Implementation, TWG on Magna Carta for Public SWee	ADSWI

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Development and Issuance of Social Work Competency Framework <ul style="list-style-type: none"> ● Preparation of project proposal for submission to external funding partners ● Data gathering and document review ● Conduct of competency-based job analysis ● Data Validation and Presentation Drafting of corresponding policy issuance	2023-2024	HRMDS, SWIDB, RGMO	Possible funder / external partners
			Institutionalize the TWG to ensure the implementation of the DSWD Roadmap on Hanoi Declaration <ul style="list-style-type: none"> ● Terms of Reference expanding the function of the TWG as champions of the roadmap ● Special Order on the creation of the TWG 	2023	TWG on DSWD Roadmap for Hanoi Declaration Implementation	
			Monitoring of the DSWD Roadmap implementation through conduct of annual assessments	2023-2028	TWG on DSWD Roadmap for Hanoi Declaration Implementation	ADSWI
			Development of an Omnibus Guidelines for Integrated Case Management for DSWD	2023-2024	DSWD IECMS TWG	Development Partners
			Lobby for the streamlining of Social Work CPD application process (position paper)	4 th Q, 2023	SWIDB	ADSWI

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Develop a Guidelines (AO) to require the DSWD hosted training with social workers to be automatically processed for CPD.	2023	SWIDB	
2. Strengthening the Planning, Development and Support to Social Work and the Wider Social Service Workforce	A. Competency Development Pool of experts / core group of specialists/experts/ communities of practice career path / advancement / progression, coaching and mentoring educational opportunities, competency framework for social workers and competency framework for social welfare workforce Building capabilities and competencies through scholarship and CPD Establishing information system of social work professionals harmonized database of SWD clients Training curriculum and certification for the progressive strengthening of capacities of social workers	Declaration Pillar 3. Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers.	Scale-up of the Human Resource Management Information System (HRMIS) for social work and the social service workforce <ul style="list-style-type: none"> ● Harmonize CO and FO database ● Updated profiles 	2023-2024	HRMDS, ICTMS	DICT
			Review, assessment and implementation of the Career Development and Management System to include: <ul style="list-style-type: none"> ● Succession Planning ● Career Pathing Program ● Mentoring and Coaching Program ● Work-life Balance ● Advocacy Program ● Leadership Program 	2023-2024	HRMDS	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
	wellbeing and self-care		<p>Continuous provision of opportunities for continuing professional growth and development</p> <ul style="list-style-type: none"> ● Scholarship programs <ul style="list-style-type: none"> ○ sponsorship to undertake social work courses / units for employees who wish to be social workers. ○ DSWD-funded i.e. completion of Baccalaureate/Bachelor's degree, Postgraduate degree, Leadership and Management Certification Program (CPro) and alternative delivery modes of education ○ Externally sponsored i.e. offered by local institutions and foreign institutions ● Other education assistance, i.e. study leave, official time, fund augmentation ● Competency-based Training Programs ● Specialized Training and Short Courses 	2023-2028	HRMDS, SWIDB	AIM, DAP, NDCP, JICA, KOICA, DFAT, etc.
			Conduct of Training on Gender Equity, Disability and Social Inclusion	2nd Semester, CY 2023	HRMDS	AusAid
			Conduct of Training courses (in House) for DSWD Social Workers with CPD Points	Starting 2023	SWIDB, HRMDS	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Develop and implement a DSWD Social Welfare Officer Course <ul style="list-style-type: none"> • Ensure to standardization of Social Work practice and KSA • Mandatory for DSWD Social Workers • Other para-professionals and non-social workers can also take the course 	2023-2024	HRMDS, SWIDB	
			Guidelines on the Activation of social workers for disaster response	2023	DRMB	ASWC PH
			Implementation of a career and personnel development plan for social workers to include provision on merit promotion, performance evaluation, in-service training grants, job rotation, incentive awards system and other policies that govern the social security of the social workers as well as benefits such as hazard allowance, subsistence/ transportation allowance, housing and living quarters allowance, longevity pay, clothing allowance and compensation from injuries	2023-2028	SWMCC, HRMDS	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Develop a support package for well-being and positive and safe work environment <ul style="list-style-type: none"> ● Occupational health services e.g. medical, dental and ancillary services, provision of PPEs, conduct of Wellness Fairs ● Mental health and psychological support e.g. counseling, debriefing sessions, helplines, peer support ● Conduct of One-Stop-Shop of government frontline services, i.e. GSIS, SSS, Pag-IBIG, PhilHealth, BIR, PRC, DFA, LTO, etc. ● Improvement of working conditions ● Interventions for employee marginalized groups e.g. PWDs, seniors, pregnant, working mothers, employees with OFs family members ● Employee engagement activities e.g. mobilization to inter-agency celebrations, volunteerism ● Staff development activities 	2023-2028	HRMDS, DSWD Committee on Mental Health	
	B. Organizational Development additional SW plantilla positions, benefits and incentives allocation of resources	Declaration Pillar 3. Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers	Mapping of social service workforce needs/ workforce planning Determining the required number of social work positions per OBS/FOs	2023-2024	HRMDS	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
		and para-social workers.	Hiring of more social workers in DSWD through: <ul style="list-style-type: none"> • Calibration of preferred qualification standards e.g. graduate or BS in Social Work and RA 1080 eligibility 	2023-2025	HRMDS, OBS' Personnel Selection Committee, Personnel Selection Board	CSC
			Drafting and submission of proposals to DBM to increase the number of social workers in the Department (to be supported by the results of the mapping of social service workforce needs/workforce planning): <ul style="list-style-type: none"> • Conversation/Retitling of positions • Scrap and build • Creation of on the additional plantilla positions for social workers 	2023-2028	HRMDS and concerned OBS/FOs	DBM
			Conduct of and update assessment on the workload and/or ratio of social workers to clients/beneficiaries Conduct a study covering social work caseloads, retention of social workers to support creation of additional plantilla positions; propose creation of Social Welfare Officer positions.	2023	SB	
			Reactivate the Core Group of Specialists at the CO Sustain active engagement of CGS at the FOs	2023-2024	SWIDB	

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Develop the certification process for the social work profession	2023-2024	SWIDB; RGMO	Development Partners
			Inventory of trainings / activities for DSWD social workers to gain CPD points	2023	SWIDB	ADSWI
	C. Development of knowledge products, inventory of training manuals and operational manuals, conduct of researches, knowledge sharing, publications, data management, advocacy, harmonized database of SWD clients, process copyright of KPs	Declaration Pillar 3. Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers.	Develop an e-course on SW 101 as part on the on-boarding activities for newly hired non-social workers (as part of orientation)	2024	SWMCC; SWIDB; HRMDS	ADSWI; NASWEI
Development of Executive Course on Social Work for Top and Middle Managers and Appreciation Courses for non-Social Work and newly hired personnel <ul style="list-style-type: none"> Leadership journey, bridging leadership Syllabus development 			2023	SWIDB HRMDS	NASWEI	
Conduct of Social Work related researches			2024-2028	PDPB		
Develop communities of practice in the social work profession <ul style="list-style-type: none"> With guidance from SWIDB on how to operationalize or systematize the current efforts. Creation of fora / chatrooms e.g. social media communities Interest groups / safe space on SWD starting first with DSWD 			2023-2025	Program offices, SWIDB		

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
			Compendium of anecdotes, stories of projects handled by social workers and show what difference it made in the areas or client's served	2024-2028	SWIDB with Program owners; SMS	
3. Rewards and Recognition	System of rewards and recognition promoting the role of social work; full implementation of Magna Carta for Public Social Workers; certification process of social work professionals public awareness	<p>Declaration Pillar 3. Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers.</p> <p>Declaration Pillar 6. Promote the retention of social workers through the provision of career progression opportunities and professional development.</p> <p>Declaration Pillar 9. Work towards regional professional recognition of social work, render necessary assistance to</p>	Continuous enhancement and implementation of the DSWD PRAISE for both planned and on-the-spot awards	Starting 2023	HRMDS, PRAISE Committees	CSC, CESB
			<p>Development of programs on rewards and incentives for DSWD Social Workers</p> <p>Recognition for social workers (FO Level and CO Level, and national level)</p>	Starting 2023	HRMDS	ADSWI

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
		<p>narrow social work education gaps among ASEAN Member states, and develop regional professional and occupational standards.</p>	<p>Nomination of DSWD Social Worker as awardees during the Annual Filipino Social Workers Day Celebration</p>	<p>2023-2028</p>	<p>SWIDB</p>	<p>ADSWI; ASWC PH</p>

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
4. Building Stronger Partnerships / Alliance Building	Attendance and active participation in all meetings/collaborations, ADSWI reactivation, Collaboration with ASEAN, government agencies, professional organizations, schools, regional networks, CSOs, SWDAs Strengthening, referral system, building network	Declaration Pillar 4. Enhance interagency coordination at the national level, and cross-sectoral collaboration at the ASEAN level.	Match and establish/strengthen partnership with SWDL-net for continuous professional education of social workers; partnership with academe related to the need for more social workers of the FOs (based on the mapping of social worker needs)	2024	FOs/OBS HRMDS	ADSWI
		Declaration Pillar 7. Allocate adequate resources to strengthen social work, including workforce development and financing for education, training, research, and publications.	Create a database for local and international social work partners and organizations for possible projects geared towards the acceleration of the profession	2023	RGMO; FOs	Development Partners
		Declaration Pillar 8. Develop and enhance regional networks of social workers and regional platforms. Declaration Pillar 11. Undertake	Strengthen ADSWI as a key organization in carrying out the communication plan <i>In consonance to the objective of advancing the interest of the Social Work profession within the agency, there is a need to strengthen the internal Social Work organization including its organization in the Field Offices to ensure that SW profession's issues and concerns will be appropriately addressed and ensure replication of the good practices/innovations of each region to promote the profession.</i>	2023-2024	TWG on DSWD Roadmap for Hanoi Declaration Implementation	ADSWI

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
		cross-sectoral and inter-pillar cooperation across the ASEAN Community to continue the development and support social work in ASEAN.	Conduct of DSWD Annual Convention / National Social Work Forum	2023-2028	TWG on DSWD Roadmap for Hanoi Declaration Implementation	ADSWI; ASWC PH; Other Social Work Organizations; Development Partners
5. Improving Public Perception on Social Work	Development of communication strategies to improve public perception on social work	Declaration Pillar 10. At the national and regional level, endeavor to develop strategies to enhance positive public perception of social work and social workers, including building the capacity and engaging various types of media, including the social media network to	Develop a communication plan and monitor the implementation of its activities for the promotion of social work profession	2023-2024	TWG on DSWD Roadmap for Hanoi Declaration Implementation; SMS	ASWC PH
			Promote the development of knowledge product authored by social workers either as DSWD employees or as private individuals - provide incentives for personal authorship <ul style="list-style-type: none"> ● Publications ● DSWD Social Welfare and Development Journals ● Compendium of good practices 	2023	SWIDB; PDPB; SMS	ASWC PH

DSWD Priority Area	Remarks	Hanoi Declaration	Activities	Timelines	Lead OBS	Potential Partners
		promote an understanding of the role and impact of social work in ASEAN.	Development of communication strategy and plan on the promotion of social work and recognition of the role and contributions of social work		TWG on DSWD Roadmap for Hanoi Declaration Implementation	ASWC PH
			DSWD observance and participation to the following annual celebrations: <ul style="list-style-type: none"> ● Filipino Social Workers' Day ● ASEAN Social Work Day ● International Social Work Day *Utilize Social Work Day Celebration to advocate SW profession within DSWD	2023-2028	SWIDB TWG on DSWD Roadmap for Hanoi Declaration Implementation	ADSWI; ASWC PH

MATRIX OF COMMENTS

DSWD Roadmap on the Implementation of the Hanoi Declaration on Strengthening Social Work

Technical Working Group on the Development and Monitoring
of the DSWD Roadmap for Hanoi Declaration

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROPONENT OFFICE
A. COMMENTS/INPUTS FROM OBS & FOS (05-08 July 2022)				
KC-NPMO			<i>Concurred with the contents of the draft MC (as communicated through a memorandum dated 07 July 2022)</i>	
Standards Bureau	Annex A Priority Area No. 2 Strengthening Capacity of Social Work: Remarks Letter B; Hanoi Declaration Pillar 3 – Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers	Conduct of and update assessment on the workload and/or ratio of social workers to clients / beneficiaries. Conduct study covering social work caseloads. Retention of social workers to support the creation of additional plantilla	There is already an approved Assessment Tool for the Accreditation of Center-Based (Residential)/Social Welfare and Development (SWD) Programs and Services. Included in the accreditation tool is the indicator on client-ratio. The accreditation tool has undergone series of consultations with stakeholders including OBS and SWDAs and immersion. Thus, it already included study hence the accreditation tool.	Rejected. A need to update the worker-client ratio was identified by the TWG.

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
		positions, propose creation of Social Welfare positions. (023)	Does the existing accreditation tool already suffice for this hence no need to include as part of the priority area? Furthermore, this accreditation tool is used not only for DSWD CRCFs but is also used to assess and accredit private SWDAs.	
SWIDB	Rationale	Last paragraph “...accelerate social work profession.”	Rethink its articulation. What can be stated is to “accelerate the promotion of the social work profession.”	Adopted.
	Legal Basis		Include Republic Act 5416, known as the Social Welfare Act of 1968, that created the Department of Social Welfare, placing it under the executive branch of government. Section 4 of said law expressly articulated that “No person shall be appointed Undersecretary for Program unless he is a holder of a master’s degree in social work, is duly registered to practice social work, and has at least seven years experience in the administration of social service	Adopted.

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
			programs, preferably in a public agency."	
	Section V. Coverage	The MC shall cover the implementation of programs and services...	Suggests to use the word "shall cover the practice of the social work profession through the implementation of various programs and services as there are other field of discipline interfacing with the social work discipline"	Adopted with revisions from the proponent office.
	On the 1st Guiding Principle - Enhancing Legal Framework and Policies		Insert the word "representation" between that guarantee and participation.... This is to ensure that there will be a reasonable ratio of Social Workers who will take a seat in the Executive Committee and ManCom.	Adopted.
		No. 3 - "... to protect a child and individuals."	Re-articulate this since, clients of social workers are not just children and individuals.	Adopted.
		No. 5 and No. 7 seems to be the same	Combine the no. 5 and no. 7 principles.	Adopted.
		No. 10 - Why is person-(and child) centered	A child is a person' why the need to have it in the parenthesis? How about if we use "client-centered"	Adopted.

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
		stated this way.	instead of person- (and child) centered and survivor/victim-centered approach?	
	VII. Priority Areas 2. Strengthening the Capacity of Social Workers	2nd paragraph - "... the installation of functional regulating bodies to guarantee that the level of performance and ethics are observed and practiced..."	<p>Clarification - Is this something that the Department will do? Which office will be assigned? This seems to be a function of the Professional Regulation Commission.</p> <p>What is not mentioned under this priority is the development of a social work competency framework aligned with the Philippine Qualifications Framework that will be the basis on providing capability building interventions for social workers, and the development of certification processes, and courses that will improve the competencies of social workers.</p>	<p>Rejected.</p> <p><i>The capacity building of social workers in the department is expected to be included in the work of HRMDS in collaboration with SWIDB, guaranteeing that the core competencies and KSAs that need to be developed are considered in the capacity building plans / interventions. This is to ensure that the national framework from PRC, if already established, is properly cascaded within the Department.</i></p> <p><i>(Referencing to AO No. 1 series of 2019) As the institutional development bureau of the DSWD, the SWIDB needs to partner with HRMDS in facilitating the capacity building assessment and to develop accordingly the necessary interventions warranting enhanced performance ng of personnel in view of</i></p>

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROPONENT OFFICE
				<i>their expected functions and to help them in their career development as well.</i>
	No. 5 - Developing Strategies to Improve Public Perception on Social Work	It is not only the general public that social workers need to advocate the social work profession.	Include DSWD employees and officials as target audience on developing strategies to improve public perception of the profession.	Adopted.
	Section VIII. Institutional Arrangements		Enhance the sentence "A TWG, co-headed by SOMSWD Focal Leader and a Director level, shall be sustained to perform the following responsibilities"	Adopted.
			Include the specific functions of the Policy Development and Planning Bureau as the Secretariat of the TWG.	Adopted.
	Annex A	Development of Executive Course on Social Work for Top and Middle Managers...	Include HRMDS for this since it is intended for internal employees.	Adopted.
	OTHER COMMENTS Over-all inputs		This document indicates support to our commitment to the Hanoi Declaration and therefore this has to be mainstreamed in our existing	Adopted. <i>Recommending that the activities be included in the Strategic Priorities in OPCs instead since</i>

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
			mechanism such as PGS for action planning and monitoring of accomplishments and targets.	<i>PGS initiatives are indefinitely postponed.</i>
	OTHER COMMENTS Memorandum Circular		Memorandum Circulars are guidelines developed for external stakeholders. This guideline is for DSWD Social Workers. Thus, may we recommend to use "Administrative Order".	Accepted.
FO CARAGA	Objectives	No mention of the recognition of the Social Work profession or SW achievers which will encourage all to continue their passionate practice of the profession and the lifting of their morale through full implementation of rights and privileges accorded to them by the	Additional objective: 4. Install mechanisms of recognizing Social Work professionals who are highly contributing to the practice of the profession and to boost their morale through full implementation of the rights and privileges accorded to them by the law.	Adopted.

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
		law		
	Priority Areas	No mention of the strengthening the internal Social Work Organization which will be the link of the SW employees to the agency	Additional Priority Area 6. Strengthening Existing Internal Social Work Organization (ADSWI) In consonance to the objective of advancing the interest of the Social Work profession within the agency, there is a need to strengthen the internal Social Work organization including its organization in the Field Offices to ensure that SW profession's issues and concerns will be appropriately addressed and ensure replication of the good practices/innovations of each region to promote the profession.	Adopted. Provided details are included in the Row of "Strengthen ADSWI as a key organization in carrying out the communication plan". This is already included in priority area #4.
B. COMMENTS/INPUTS FROM MANCOM (08 November 2022)				
	VIII. Institutional Arrangements	Composition of the TWG	It was recommended to already identify the co-chairpersons of the TWG, along with the composition of the TWG.	Adopted. Reflected the following: "A technical working group, co-headed by the Philippine SOMSWD Focal Leader and an Executive "

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
				<p>Committee official – a social worker, shall be sustained....”</p> <p>“... The TWG shall be composed of the following offices, bureaus, and services: Program Management Bureau, Social Technology Bureau, Social Welfare Institutional Development Bureau, Standards Bureau, Human Resource Management and Development Service, Policy Development and Planning Bureau, KALAHI-CIDSS National Program Management Office (NPMO), Sustainable Livelihood Program-NPMO, and Pantawid Pamilyang Pilipino Program-NPMO, DRMB, SMS</p> <p>The</p>

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
				<p>Co-Chairpersons have the authority to include additional members from other offices and/or organizations, as agreed by the members of the TWG.</p> <p>Supporting the TWG, the Policy Development and Planning Bureau will act as the Secretariat to provide the necessary administrative and technical support in the performance of the TWG's duties and responsibilities.</p> <p>A Special Order and Terms of Reference shall be issued to reflect and formalize the establishment of the TWG."</p>
	IX. Monitoring and Evaluation		Identify timeline/frequency for the updating of the roadmap	<p>Adopted. Reflected the following:</p> <p>"Should there be changes to be</p>

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
				<p>reflected in the roadmap, the technical working group shall facilitate the necessary revisions and finalization. An annual review shall be conducted to assess and evaluate the overall status of the activities and their alignment with national and international commitments.</p> <p>Updating of the roadmap shall be conducted every three years of the roadmap implementation."</p>
Finance and Management Service	Annex A.		Include success indicators	This is duly noted and will be part of the results framework that will be one of the major deliverables of the TWG once reconstituted. It is envisioned first that the roadmap and commitments of OBS be deemed approved first and formalized through this AO.
Information and Communications Technology Management	Annex A.		Provide features of the database for monitoring social workers in the DSWD	This is already included in the activities in the roadmap, the details

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROPONENT OFFICE
Service				of which will be further discussed during the TWG Meeting.
	Annex A.		Identify coverage of advocacy activities	This is well noted and will be incorporated in the development of the communication plan
Department Legislative Liaison Office	<i>Other Concern</i>		Representation to the Discussion of Magna Carta on Public Social Work	This will be responded to by the TWG on the implementation of the Magna Carta will represent the DSWD as per SO No. 3536 series of 2022, the
C. COMMENTS/INPUTS FROM EXECOM (09-10 January 2023)				
Office of the Assistant Secretary for Luzon Affairs	<i>Annex A Priority Area No. 2 Strengthening Capacity of Social Work: Remarks Letter B; Hanoi Declaration Pillar 3 – Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and</i>	Review, assessment and implementation of the Career Development and Management System to include:	To include the following: <ul style="list-style-type: none"> • Work Balance • Advocacy Program • Leadership Program 	Adopted.

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
	<i>para-social workers</i>			
	<p><i>Annex A</i></p> <p><i>Priority Area No. 3</i></p> <p><i>Systems of rewards and recognition promoting the role of social work; full implementation of Magna Carta for Public Social Workers; certification process of social work professionals public awareness; Hanoi Declaration Pillar 3 - Adopt, standardize and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers</i></p>	<p>Continuous enhancement and implementation of DSWD PRAISE for both planned and on-the-spot awards</p>	<p>DBM is proposed to be included as a partner agency.</p>	<p>Adopted.</p>
Office of the Assistant	V. COVERAGE		include as bullet #4, "Adopt, standardise	Adopted. Comment is noted

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROPOSER OFFICE
Secretary for Standards and Capacity Building			and strengthen accreditation, certification, registration and licensing systems for social workers and para-social workers. Develop, standardise and strengthen quality education, research, studies, and pre-and inservice training programmes for social work professionals and paraprofessionals, and other professionals to produce social work graduates in various fields in order to fulfill the demand, and ensure responsiveness to national priorities, and alignment with international standards. Facilitate the availability of education and training opportunities at regional and international level including through the ASEAN Training Centre for Social Work and Social Welfare (ATCSW).”,	and incorporated in the item: Development, planning and support to social work, wider social service workforce and its intermediaries

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
			as committed in the Hanoi Declaration.	
	VII PRIORITY AREAS		include “Allocate adequate resources to strengthen social work, including workforce development and financing for education, training, research and publications.”, as committed in the Hanoi Declaration.	Adopted. Comment is noted and clustered together in priority 2: Strengthening the Planning, Development and Support to social work and the wider social service workforce
	VIII. INSTITUTIONAL ARRANGEMENTS		Include, as item C, [an] Execom Champion/s in the person of the Secretary, and Undersecretaries for SCBG, GASSG, and Operations <ul style="list-style-type: none"> • Lead in ensuring that activities have regular fund allocation • Lobby to other interagencies • Monitor implementation of the DSWD roadmap as committed on the Hanoi Declaration 	

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
D. COMMENTS/INPUTS DURING EXECOM MEETING (12 January 2023)				
OIC-Secretary			Was the local context considered in the formulation of the AO?	<p>Already considered the local setting in the strengthening of social workers including the laws</p> <p>All common concerns of all the ASEAN Members States were major considerations in the development and the finalization of the ASEAN Declaration.</p>
Office of the Undersecretary for Policy and Plans			Being the focal and SOMSWD leader of the PH, what is now our plan? Is this only a DSWD roadmap?	Yes, this is only a DSWD Roadmap. Given that we are the lead, it is imperative that we take the initiative in this endeavor.
			Recommended to provide a statement on the cascading of the same to fellow NGAs. Why have the DBM in the issuance? This should be a reference document/model for others.	Moving forward, the DSWD will continue to strengthen Social Work through coordination and partnership with the Social Work Professional Association. The DSWD with its role as the SOMSWD Philippine will continue to advocate for the

FROM (OFFICE)	ITEM	PROVISION	COMMENTS/INPUTS	ACTIONS TAKEN BY THE PROONENT OFFICE
				mainstreaming and implementation of the roadmap. And engage also relevant agencies and
	Annex (Roadmap)		Update the years reflected in the Annex.	Adopted.
Office of the Assistant Secretary for Social Welfare and Development	Legal Basis		Include date and title. Revise capacity to capability building.	Adopted. Adopted. The priority area was rephrased as a whole given the provided comments of other ExeCom officials.