

Republic of the Philippines
Department of Social Welfare and Development

IBP Road, Batasan Pambansa Complex, Constitution Hills, Quezon City 1126

Telephone Nos. (632) 931-8101 to 07; Telefax (632) 931-8191

e-mail: osec@dswd.gov.ph

Website: <http://www.dswd.gov.ph/>

MEMORANDUM CIRCULAR

No. 11

Series of 2011

Subject : **STRENGTHENING THE DSWD LEGISLATIVE LIAISON SYSTEM**

Rationale

Fostering a responsive policy environment for social welfare and development (SWD) social protection and poverty reduction is one of the Department's thrust and priorities. Considering the complexity and inter-relationships of various sectoral concerns (infrastructure, agricultural modernization, health, education, shelter, defense, and environmental concerns both at the national and local government level), the challenge for the Department is to implement an effective policy development and advocacy program that would place SWD social protection and poverty reduction as priority items in the national and local policy reform agenda.

As the lead line agency in formulating national social welfare and development policies, plans and programs, there is a need for the Department to develop and implement an effective and responsive policy program that will strengthen its leadership role in the sector even as it promotes the active participation of stakeholders in the discussion of SWD and social protection issues. Advocacy and networking with policy makers, especially the legislators, is crucial toward this end. Thus, there is a need to strengthen the Department's structures and processes involving policy advocacy and legislative affairs.

Consistent with the clustering, the logical framework, strategies and key result areas of the Department as outlined in the DSWD Corporate Plan and Social Reform Agenda, the Department is strengthening its internal Legislative Liaison System. Parallel to this effort is the designation of a Department Legislative Liaison Officer (DLLO), with the rank of Assistant Secretary and the creation of the Department Legislative Liaison Unit (DLLU), to be headed by a Director, under the Policy and Programs Group (PPG).

Legal Basis

Memorandum from Executive Secretary Paquito Ochoa Jr. dated September 13, 2011:

In line with the instructions of the President to ensure early passage of the proposed National Budget for FY 2012, as well as to proactively shepherd legislative measures integral to the Philippine Development Plan (PDP) and the President's priority legislative agenda, all departments, agencies and instrumentalities of the government shall closely coordinate with the Presidential Legislative Liaison Office (PLLO) as the lead agency handling the advocacy efforts in Congress of the Executive Branch.

Relative thereto, all heads of departments, agencies, GOCCs, GFIs and other government instrumentalities are hereby enjoined to organize and strengthen their respective legislative liaison offices. For this purpose, qualified personnel shall be designated to constitute a liaison team to be headed by a responsible official of rank not lower than that of a Bureau Director, preferably an Assistant Secretary.

Designation of DLLO

The Assistant Secretary for Policy and Programs Group shall be designated as the Department Legislative Liaison Officer (DLLO). As DLLO, he/she must be able to effectively mobilize technical and logistical resources, whenever necessary, to provide appropriate interventions in the legislative mill, and at the same time, undertake vertical and horizontal coordination within the organization. The DLLO, in close coordination and consultation with the PLLO, shall focus on the promotion of the department's institutional synergy with Congress and the management of the department's priorities and sector concerns in both the Senate and the House of Representatives. The DLLO shall attend all plenary and cluster level meetings of the Legislative Liaison System under the supervision of the PLLO.

Creation of a DLLU

The DLLU shall provide the needed technical and administrative support to the Department Legislative Liaison Officer (DLLO) in the performance of his/her functions, pursuant to the Memorandum of 13 September 2011 issued by the Office of the President through the Executive Secretary on the subject, "*Strengthening the Legislative Liaison System*," Presidential Memorandum Order No. 128 and Presidential Memorandum Order No. 142, "*Creating the Presidential Legislative Liaison Office under the Office of the President*" in 1987.

The DLLU, with the guidance of the DLLO, shall promote the priority legislative agenda of the Department and other proposed legislative measures identified as urgent by the Executive Department of the Government. It shall advocate for the passage of priority policy reforms and development programs through a strategic information dissemination campaign and sustained day-to-day collaboration with the two Chambers of Congress, as

well as with other interest groups to generate maximum support for the policy development and legislative agenda of the Department.

Composition of the DLLU

The DLLU shall be composed of the following staff:

Director III	1
Department Legislative Liaison Specialists	3
Planning Officer III	1
Administrative Assistant III (MOA)	1

The DLLU, as one of its functions, shall ensure the timely preparation and submission of position papers on pending legislative measures in consultation with appropriate officials and units of the Department. Hence, Administrative Order No. 01, series of 2009, "Creating the Legislative Bill Review Committee (LBRC)," is hereby revoked.

Specific Functions:

1. In coordination with the other units, develop and implement an advocacy action plan to support the Department's legislative agenda;
2. Coordinate legislative and policy-related activities between the Department and the two Houses of Congress;
3. Ensure attendance of concerned DSWD official/s to Committee hearings and TWG meetings in both Houses of Congress;
4. Support the undertaking of policy researches on existing and proposed bills and resolutions in accordance with the strategic objectives and thrust of the department;
5. Monitor and lobby for the immediate consideration and enactment of priority legislative measures;
6. Provide staff support and background information on legislative measures and policies to key officials in the Department and such other offices and centers, upon request, especially in connection with attendance to Congressional hearings, fora and other avenues for public discussion on policy issues related to pending legislative measures;
7. Ensure the timely preparation and submission of position papers on pending legislative measures in consultation with the appropriate officials and units of the Department; and
8. Perform such other functions as may be assigned by the Secretary and/or the Undersecretary for PPG.

Designation of Field Office - Legislative Liaison Coordinators (FO-LLCs)

In order to synchronize the legislative liaisoning tasks and activities at the Central and Field Offices, the Chief of the Technical Assistance Division (TAD) at the DSWD Field Offices shall be designated as FO-LLC to act as the focal person in the promotion of the priority legislative agenda of the Department and other proposed legislative measures identified as urgent by the Executive Department of the government.

PDAF Concerns

The management of PDAF, per EXECOM decision, shall be transferred to the Program Management Bureau (PMB) effective immediately.

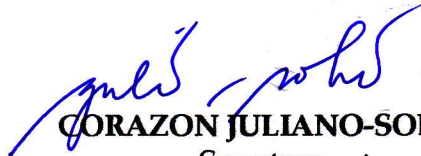
Separability Clause

All other issuances inconsistent herewith are hereby revoked or modified accordingly. Let copies of this Order be issued to Central and Field Offices for their information and guidance.

Effectivity Clause

This Memorandum Circular shall take effect upon its approval.

Issued in Quezon City this 18th day of November, 2011.


CORAZON JULIANO-SOLIMAN
Secretary