



Republic of the Philippines
Department of Social Welfare and Development

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MEMORANDUM CIRCULAR

No. 14
Series of 2012

SUBJECT: STRENGTHENING INTEGRITY DEVELOPMENT COMMITTEE (IDC)

I. RATIONALE/ BACKGROUND

The Integrity Development Committee was originally organized in response to a series of executive orders from the former President Gloria Macapagal-Arroyo, through the Presidential Anti-Graft Commission (PAGC), instructing all government agencies to create an IDC in their respective offices.

In compliance to this directive, the DSWD Central and Field Offices separately created their respective IDCs composed of representatives from the different offices/bureaus/service/units (OBSUs) covered within their jurisdictions.

The IDC focal persons were responsible for planning, implementing and monitoring the “doables” or commitments assigned and applicable to their respective offices as contained in the Integrity Development Action Plan (IDAP) framework.

On the other hand, the DSWD Integrity Development Review Action Plan (IDRAP) was the result of an independent review conducted by a team of assessors led by the Office of the Ombudsman (OMB). At the culminating workshop held last May 10, 2010, the heads of the OBSUs, including the Field Offices, adopted and committed to implement the recommended courses of actions, which resulted from the **Corruption Resistance Review (CRR)** and **Corruption Vulnerability Assessment (CVA)** under the IDRAP review process.

On the Moral Renewal Action Plan (MRAP), Administrative Order 255, S. 2009 directs agencies in the Executive Department to implement a Moral Renewal Program in their agencies. The Action Plan for the Moral Renewal Program of the Department was submitted to the PAGC.

In November 2010, PAGC was abolished under Executive Order No. 13, Series of 2010, and Office of the Deputy Executive Secretary for Legal Affairs (ODESLA) took the former’s mandate and functions.

Upon the formal inquiry of the Department, ODESLA had confirmed that it plans to continue the implementation of the IDAP, and advised the Department to wait for the specific guidance and pronouncements that will be released subsequently.

The IDC in the Strategic and Annual Planning Workshop held last 2-3 April, 2012 at Alfonso, Cavite, decided to develop and adopt a Medium Term Integrity Development Plan (MTIDP).

II. LEGAL BASES

This special order is issued on the following grounds:

1. IDAP Circular No. 01-2005 – Guidelines on the Implementation of the Integrity Development Action Plan (IDAP) dated 01 September 2005;
2. IDAP Circular No. 02-2006 – Legal Bases of the IDAP Measure on Command Responsibility dated 14 June 2006;
3. IDAP Circular No. 03-2007 – Advocacy for IDAP-Related Accomplishments and other Anti-Corruption Efforts dated 19 February 2007;
4. Administrative Order No. 255 – Directing the Heads of the Executive Department to lead Moral Renewal in their Agencies dated 30 January 2009; and
5. Memorandum of Understanding (MOU) between the Department of Social Welfare and Development (DSWD) and Office of the Ombudsman (OMB) dated 24 May 2009.

III. OBJECTIVES

The purpose and intents of this circular are:

1. Grant the IDC the flexibility to realign and reconstitute its structure and strategies in response to significant organizational developments within the Department, e.g. reclustering under MC No. 1, S. 2012;
2. The Committee to enable the IDC members to efficiently and systematically monitor their respective offices' commitments as provided for in the rationalized DSWD integrity development and management framework; and
3. The Committee to continue implementing/advocating for the anti-graft and anti-corruption measures in their respective OBSUs.

IV. FUNCTIONS AND COMPOSITION OF THE COMMITTEE

A. FUNCTIONS OF IDC

The IDC shall perform the following functions:

1. The Committee to initiate and champion integrity development policies, programs and strategies to promote and consistently ensure the Department's commitment to a high level of integrity in public service, and cultivate positive public trust and confidence;
2. Establish benchmarks by which performance and results of anti-corruption programs and activities of the Department and that of its different Offices/Bureaus/Services/Units (OBSUs), including those of its attached agencies, can be evaluated and monitored;
3. The Committee to conduct regular monitoring and evaluation of the Department's integrity development programs and strategies, e.g. as may be contained in the Integrity Development Committee (IDAP) and Integrity Development Review Action Plan (IDRAP);

4. The Committee to serve as link or channel to receive suggestions or feedback from CSO/PO partner in effort to curb corruption or related vulnerabilities in the Department; and
5. Perform such other functions as may be delegated by the Secretary and or oversight agencies regarding the promotion of a corruption intolerant DSWD.

B. COMPOSITION

The IDC shall be created and be composed of focal persons representing the different OBSUs at the Central and Field Offices, including the attached agencies, who should be of unquestionable integrity and probity and shall have no pending criminal or administrative cases.

B.1. Central Office

Chairperson: Occupying at least a 3rd rank position

Vice-Chairperson: Holding at least a 4th rank position

Members: Two representatives (Permanent and Alternate) from each of the OBSUs

Secretariat: To be appointed by the Chairperson.

B.2. Field Offices

Chairperson: The Assistant Regional Director, or at least one of the Division Chiefs

Vice-Chairperson: Holding at least a senior technical staff position

Members: One representative from each of the units and sections in the FO

Secretariat: To be appointed by the Chairperson

B.3. Attached Agencies

Chairperson: At least 3rd rank position

Vice-Chairperson: Holding at least a senior technical staff position

Members: One representative from each of the units within the agency

Secretariat: To be appointed by the Chairperson.

The Office of the Ombudsman (OMB) shall sit as a regular member of the IDC. The representatives from Civil Society Organization (CSO) shall also be invited to sit as member-observers in the IDC meetings.

C. FUNCTIONS AND ROLES OF IDC MEMBERS

As part of the committee, the members are expected:

1. To model a strong commitment to maintaining a high level of integrity, responsibility and accountability;
2. To take leadership in the planning, implementation, monitoring and evaluation of the integrity development framework and strategy, especially those assigned to their respective offices; and

3. To submit regular and special reports to the Committee on the anti-corruption and integrity development initiatives and measures committed by their respective offices.

V. MEETINGS

To proactively respond to higher expectations of the top Management, e.g. the Executive Committee at the DSWD Central Office, and to ensure effective monitoring of plans and strategies, the IDC shall, at least, meet on every other month basis. However, the Chairperson may call Special meetings to supplement the conduct of the regular meetings as may be deemed necessary.

Representatives of the IDCs of the Field Offices and/or the attached agency/ies, or a select representatives of said Committees, may be called to attend meetings at the IDC-Central Office as the latter's Chairperson may direct.

Expenses from the meetings in the current year shall be charged against the budget of the Internal Audit Service (IAS) for the IDC, and the available MOOE funds of the FOs and attached agencies. Subsequently, a separate budget shall be proposed and recommended by the IDC Chair that will ensure effective monitoring and management of the approved annual integrity development plan.

VI. EFFECTIVITY

This Circular shall take effect immediately.

Let copies of this Circular be issued to the Central and Field Offices, and the attached agencies for their information and guidance.

Issued this 15th day of MAY, 2012, in Quezon City.


CORAZON JULIANO-SOLIMAN
Secretary

