

MEMORANDUM CIRCULAR
NO. 03
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GUIDELINES FOR THE PRESIDENTIAL FINANCIAL ASSISTANCE (5KPFA) FOR TYPHOON YOLANDA AFFECTED HOUSEHOLDS

I. RATIONALE

On 8 November 2013, Super Typhoon Yolanda hit the country and left thousands of people dead and billions of pesos worth of properties, livelihood and infrastructure damaged. National agencies, local government units (LGUs), non-government organizations (NGOs), and international donors funded various relief and rehabilitation activities in Yolanda-affected regions. The DSWD achieved its mandated tasks under the Comprehensive Recovery and Rehabilitation Plan (CRRP). However, overall recovery and rehabilitation still has a long way to go, particularly in the aspects of rebuilding shelters and infrastructure.

During the third year commemoration of Super Typhoon Yolanda in Tacloban City on 8 November 2016, President Rodrigo R. Duterte addressed the appeals of some 200,000 victims who have not received shelter assistance from the government or private donors. The President committed to give each affected household financial assistance in the amount of PhP 5,000.00, the distribution of which would be coursed through the DSWD.

Secretary Judy M. Taguiwalo then issued a Memorandum dated 10 November 2016 on "*Yolanda Financial Assistance Announcement by PRRD*" to guide concerned units at the Central Office and Regional Offices on the preparations needed to operationalize the President's directive.

II. LEGAL BASIS

- a. Republic Act 7160, or the "Local Government Code of 1991", which supported the goals and objectives of disaster preparedness, prevention and mitigation programs through a strengthened local autonomy, devolving the delivery of basic services and functions of the national agencies to the LGUs;
- b. Republic Act 9729, or the "Climate Change Act of 2009", which mainstreamed climate change into government policy formulations;
- c. Republic Act 10121, or the "The Philippine Disaster Risk Reduction and Management Act of 2010", which strengthened the DRRM of the country;

- d. Executive Order No. 15, series of 1998, entitled “*Redirecting the Functions and Operations of the DSWD*”, which mandates the DSWD to provide assistance to the vulnerable sectors of the Philippine society including victims of natural disasters and human-induced emergencies; and
- e. Memorandum dated 10 November 2016 issued by Secretary Judy M. Taguiwalo on “*Yolanda Financial Assistance Announcement by PRRD*”.

III. DEFINITION OF TERMS

1. *House* – a dwelling or structure used for human habitation, especially one that is lived in by a family or small group of people.
2. *Household* – a social unit consisting of a group of persons who reside in the same house and have common arrangements in the preparation and consumption of food. For purposes of these Guidelines, a person living alone in a single house may also constitute a household.
3. *People’s Organization (PO)* – a *bona fide* association of citizens with demonstrated capacity to promote the public interest and with identifiable leadership, membership, and structure.

IV. OBJECTIVES

These guidelines intend to provide mechanisms for the distribution of financial assistance to households affected by Super Typhoon Yolanda that have not received shelter assistance from the government. In particular, these guidelines aim to:

- a. Provide the eligibility criteria and selection process to qualify for the financial assistance;
- b. Determine the documentary requirements to avail of the financial assistance; and
- c. Define the project mechanism to expedite the distribution of the financial assistance.

V. PROJECT REACH/GEOGRAPHICAL COVERAGE

Financial assistance shall be provided to households affected by Super Typhoon Yolanda in Regions VI, VII and VIII and the Negros Island Region.

VI. RATE AND MODALITY OF ASSISTANCE

Each entitled household, without distinction as to the extent of damage to the home, shall be given FIVE THOUSAND PESOS (PhP 5,000.00).

Financial assistance shall be given directly to beneficiaries through a Cash Card to be issued by the Land Bank of the Philippines (LBP).

VII. ELIGIBILITY CRITERIA AND DOCUMENTARY REQUIREMENTS

To qualify for financial assistance, a household must meet all of the following:

1. The house of the household must have been damaged by Super Typhoon Yolanda, without distinction as to the extent of damage or ownership of the lot on which the house is built.
2. The household requested assistance from the DSWD on or before 8 November 2016, and must either:
 - (i) Have been included in the one of the lists submitted to the DSWD by People's Organizations (POs) and Non-Government Organizations (NGOs) on or before 8 November 2016;
 - (ii) Have been included in one of the lists of unfunded ESA family-beneficiaries submitted on 22 June 2016 to the Department of Budget and Management (DBM); or
 - (iii) Have submitted, on or before 8 November 2016, a complaint to the DSWD of not having received assistance, which complaint has been confirmed and validated by the DSWD.

To avail of the financial assistance, an eligible household must submit the following documents:

- a. Accomplished Financial Assistance Application Form (see Annex A) indicating the demographic information of the household-beneficiary.
- b. Certification issued by the proper barangay authorities on the residency of the household-beneficiary.
- c. Any of the following valid Identification Cards (IDs): GSIS ID, Driver's License, PRC License, Voter's ID, PhilHealth ID, Pantawid Pamilyang Pilipino Program (4Ps) ID, Senior Citizen ID, Person with Disabilities (PWD) ID, Passport, Solo Parent ID, NBI Clearance, Postal ID, SSS ID, Company ID

In case a household is unable to present any valid ID, the partner PO to which the identified beneficiary belongs shall issue a Certification as to the identity of the beneficiary, and shall send a representative to the distribution of the financial assistance/Cash Cards to affirm the identity of the beneficiary.

- d. Certification executed by the beneficiary that the household has not received any of the following assistance:
 - (i) Emergency Shelter Assistance (ESA), in cash or in kind;
 - (ii) Core Shelters from DSWD under the CSAP and MSAP (Core Shelter Assistance Program and Modified Shelter Assistance Program);
 - (iii) Permanent Housing from the NHA; or
 - (iv) Any other shelter or housing grant from the government.

VIII. STAGES OF IMPLEMENTATION

1. The concerned Field Offices (Regions VI, VII, VIII and NIR) shall conduct validation and receive from the prospective beneficiaries the documentary requirements, including forms that LBP may prescribe, if any.
2. The concerned Field Offices shall then encode the names and profiles of eligible beneficiaries into a list in the format prescribed by LBP, and securely transmit the list to the Central Office. The Field Offices shall be responsible for the completeness and accuracy of the lists.
3. The Central Office shall consolidate the lists from the Field Offices into a single Master List, and submit the Master List to LBP for processing. The Central Office shall then ask LBP to open an account for each beneficiary included in the Master List and produce the corresponding Cash Card for every beneficiary and account. The Central Office shall transfer the needed funds to LBP. The Central Office shall then ensure that LBP shall load each Cash Card with PHP 5,000.00 and transmit the Cash Cards to the LBP Branches corresponding to the concerned Field Offices.
4. The Field Offices shall ensure that the corresponding LBP Branches shall distribute the Cash Cards among the beneficiaries. The Field Offices shall coordinate with the corresponding LBP Branches to ensure that the beneficiaries have ready access to LBP automated teller machines (ATMs).
5. Complaints regarding incorrect inclusion in, or incorrect exclusion from, the database shall be addressed to, and resolved by, the **eReklamo** mechanism of the DSWD.
6. Upon termination of the Project, the DSWD shall submit a Final Report, which includes an Audited Financial Report, to the Office of the Deputy Executive Secretary for Finance and Administration (ODESFA) under the Office of the President.

IX. PERIOD OF IMPLEMENTATION, IMPLEMENTING OFFICE AND CONTROL MECHANISMS

The distribution of the financial assistance shall be completed within six (6) months.

The implementing offices shall be the Field Offices under the supervision of the Office of the Secretary.

The DSWD shall enter into the necessary agreement with LBP to effectively implement the Project.

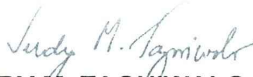
X. FUNDING SOURCE

This Project shall be funded from the One Billion Pesos (PhP 1,000,000,000.00) transferred to the DSWD from the Socio-Civic Projects Fund of the Office of the President.

XI. EFFECTIVITY

These guidelines shall take effect immediately and shall supersede all previous inconsistent issuances.

1 February 2017, Quezon City, Philippines.


JUDY M. TAGUIWALO
Secretary

Certified True Copy:


MYRNA H. REYES

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