

MEMORANDUM CIRCULARNO. 10

Series of 2017

SUPPLEMENTAL GUIDELINES ON THE IMPLEMENTATION OF PROTECTIVE SERVICES PROGRAM (PSP) AMOUNTING TO FIVE THOUSAND PESOS (PhP5,000.00) FOR THE INTERNALLY DISPLACED PERSONS (IDPs) AND FAMILIES DUE TO ARMED CONFLICT IN MARAWI CITY AND OTHER AFFECTED AREAS IN THE PROVINCE OF LANA DEL SUR.**I. RATIONALE**

The increasing number of **Internally Displaced Persons (IDPs) and Families** in Marawi City due to armed conflict compels the Government to provide immediate intervention. Based on the DSWD DROMIC Report #37 as of June 13, 2017, there were 324, 406 IDPs already from the Province of Lanao del Sur.

Likewise, the Muslim Community is observing Ramadan or the holy month of fasting, introspection and prayer. Each day during Ramadan, Muslims do not eat or drink from sunrise to sunset.

In support to our Muslim brothers and sisters in their observance of Ramadan, the DSWD will be providing cash assistance to the IDPs and Families to directly and appropriately respond to their needs during this period of fasting.

II. LEGAL BASIS

A. DSWD Memorandum Circular (MC) No. 04, S. 2015 entitled "Guidelines on the Implementation of the Protective Services Program"

B. DSWD Memorandum Circular (MC) No. 11, s. 2016 entitled "DSWD Off-Site Serbisyo: Special Guidelines on off-site release or Provision of Services to Beneficiaries of DSWD Protective Services Program (PSP)"

III. OBJECTIVES

This circular is being issued to:

1. Provide guidance to the DSWD Field Offices (FOs) X & XII where there are IDPs caused by the armed conflict; and
2. To enhance the DSWD's performance of its mandate as the government's frontline agency in social protection.

IV. COVERAGE

These guidelines cover all the victims (Muslims or non-Muslims) or internally displaced persons/families due to armed conflict in Marawi City.

V. DEFINITION OF TERMS

For purposes of these Supplemental Guidelines, the following terms are defined:

- a. **Internally Displaced Persons (IDPs) and Families** –refer to those who were forced to flee their homes but remain within their country's borders.
- b. **Armed Conflict** – refers to a contested incompatibility which concerns government and/or territory where the use of armed force between two parties, of which at least one is the government of a state.
- c. **DSWD Off-site Serbisyo Locations** – shall be determined by the Regional Directors or their duly authorized representatives in their respective jurisdictions and shall include any of the following: public schools, barangay halls, Day Care Centers, multi-purpose halls, covered courts or evacuation centers. The venue or location shall put primary consideration to the safety and well-being of the beneficiaries and DSWD service providers.

VI. OPERATIONAL GUIDELINES

A. The Cash Assistance – the financial assistance amounting to Five Thousand Pesos (P5,000.00) is broken down as follows:

- *One Thousand Pesos (P1,000.00)* for food assistance during the Ramadan
- *Four Thousand Pesos (P4,000.00)* to augment their transportation and other needs in going back to their communities.

The financial assistance amounting to Five Thousand Pesos (PhP5,000.00) shall be provided in two tranches per displaced family as follows: 1) One Thousand Pesos (PhP1,000.00) to be released immediately for food assistance during the observance of Ramadan, 2) Four Thousand Pesos (PhP4,000.00) to be released once they are allowed to return to their communities to augment their transportation and other needs.

The cash assistance shall be released to the IDPs in the DSWD Off-site Serbisyo locations or at the DSWD Field Offices.

B. Reporting, Monitoring and Evaluation.

The DSWD designated staff shall conduct the intake interview using the prescribed General Intake Sheet (GIS) or the Disaster Assistance Family Access Card (DAFAC) for each family and prepare payroll for the release of the financial assistance.

DSWD Field Offices shall keep and maintain detailed records of services rendered or provided on both physical and financial aspects of the services. Field Offices shall include in their bi-weekly reports to the Office of the Undersecretary for Operations and Programs Group (OPG) – Protective Programs the utilizations made under these guidelines.

Monitoring shall be conducted by the Field Offices on a daily basis, until the IDPs return to their homes.

The Undersecretary for OPG-Protective Programs shall directly oversee the implementation of this Guidelines.

VII. EFFECTIVITY

This Supplemental Guidelines shall take effect immediately.

Issued this 1st day of June 2017 at Quezon City, Metro Manila Philippines.


JUDY M. TAGUINALO
Secretary

Certified True Copy:


MYRNA H. REYES

Records & Archives Mgt. Section