

MEMORANDUM CIRCULAR

NO. 08

Series of 2018

**AMENDING MEMORANDUM CIRCULAR NO. 17 SERIES OF 2017
OR THE AMENDED GUIDELINES ON THE ACCREDITATION OF CIVIL SOCIETY
ORGANIZATIONS (CSOS) AS BENEFICIARIES OF DSWD PROJECTS AND/OR PROGRAMS**

I. Rationale

Under the General Appropriations Act for the Fiscal Years 2014 to 2017, government agencies may transfer public funds only to civil society organizations (CSOs) accredited by such agencies. To this end, the DSWD issued Memorandum Circular No. 5, series of 2015, entitled *Implementing Procedures for the Accreditation of Civil Society Organizations as Implementing Entities of Government or Public Funds* [MC 2015-005], and later, Memorandum Circular No. 17, series of 2017 entitled *Amended Guidelines on the Accreditation of Civil Society Organizations (CSOs) as Beneficiaries of DSWD Projects and/or Programs* [MC 2017-017]. These Guidelines created the Central Office CSO Accreditation Committee (CO-AC) and the Field Office CSO Accreditation Committee (FO-AC), respectively.

Subsequently, the DSWD issued Administrative Order No. 1, series of 2018 entitled *Functional Structure of the DSWD Field Offices* [AO 2018-001] and Administrative Order No. 2, series of 2018, entitled *Strengthening the DSWD Central Office* [AO 2018-002].

There is thus a need to amend MC 2017-017 to update the composition of the FO-AC in light of the changes arising from the implementation of AO 2018-001. The updating of the CO-AC will be included in the on-going amendment of MC 2015-005.

II. Amendment of MC 2017-017

Section A.1 and A.2 under Part VII (Accreditation Body and Its Secretariat, Their Functions and Responsibilities) of MC 2017-017 is hereby amended to read thus:

A.1. Field Office Accreditation Committee (FO-AC) – There is hereby created in every DSWD Field Office a Field Office Accreditation Committee (FO-AC). The FO-AC shall be composed of the following:

Chairperson: Assistant Regional Director for Administration (ARDA)

Vice-Chairperson: Policy and Plans Division Chief

Members: Three Regular Members and three Alternate Members, of not lower than a second level position with a regular status, to be designated by the Regional Director. Provided, that Alternate Members are not required to attend whenever Regular Members are present. Provided further, that such members shall be primarily derived from the following divisions:

1. Promotive Services Division;
2. Protective Services Division; and
3. Administrative Division.

The presence of at least two (2) members, and of the Chairperson and/or the Vice-Chairperson, shall be sufficient to constitute a quorum for the FO-AC deliberation.

- A.2.** FO-AC Secretariat – The Standards Section of every FO shall serve as the Secretariat of the FO-AC. If needed, additional Secretariat members may be designated by the Regional Director from other sections/ offices through Special Orders, provided that these additional members are properly oriented with the duties and responsibilities of the FO-AC Secretariat.

III. Effectivity

This issuance shall take effect immediately.

May 8, 2018, Quezon City, Metro Manila.



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Officer-In-Charge

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Certify True Copy:

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