



DSWD

Department of Social Welfare and Development

MEMORANDUM CIRCULAR No. 06
Series of 2020

**SUPPLEMENTAL GUIDELINES FOR MEMORANDUM CIRCULAR NO. 4
SERIES OF 2020 ON THE PROVISION OF SOCIAL AMELIORATION
MEASURES BY DSWD TO PROVIDE FURTHER GUIDANCE ON THE
PROVISION OF ASSISTANCE TO INDIVIDUALS IN CRISIS SITUATION
(AICS) TO THE MOST AFFECTED RESIDENTS OF THE AREAS UNDER
COMMUNITY QUARANTINE**

I. RATIONALE

In compliance with Republic Act (RA) No. 11469, otherwise known as the “Bayanihan to Heal as One Act of 2020” and the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) Resolution No. 11, Series of 2020, the Department of Social Welfare and Development (DSWD) issued on March 30, 2020 Memorandum Circular No. 04, series of 2020 to “ensure provision of safety nets and implementation of social amelioration programs and services that shall serve as subsidy for the provision of basic necessities and tool for the recovery and rehabilitation of the most affected families and individuals”, which indicated among others the implementation procedures for Assistance to Individuals in Crisis Situation (AICS) during the community quarantine period.

RA No. 11469, IATF-EID Resolutions No. 11, S.2020 and DSWD M.C. No. 4, S.2020 underscores the need to efficiently deliver Assistance to Individuals in Crisis Situation (AICS) to the most affected low income households especially those with senior citizens, pregnant and lactating women, solo parents, distressed overseas Filipinos, persons with disability, indigenous peoples, underprivileged and homeless families, and informal economy workers.

The payout pertinent to the Social Pension for Indigent Senior Citizens (SocPen) Program and the implementation of the Supplementary Feeding Program (SFP) shall likewise be continued to ensure that the objectives of the program shall be attained during this time when it is most needed by its beneficiaries.

II. OBJECTIVES

The supplemental guidelines is issued to provide further guidance on the implementation of emergency subsidy through the DSWD's AICS. Specifically, it will:

- a. Provide clarification on the procedures in the transfer of AICS to the LGUs; and
- b. Prescribe the amount of emergency subsidies that may be provided on a regional basis.

III. SUPPLEMENTAL GUIDELINES

A. Procedures in the transfer of AICS funds to the LGUs

In order to allow the Field Offices (FO) to quickly deliver urgently needed services to the most affected families of the areas under community quarantine, the DSWD FOs shall:

1. Immediately coordinate with the Local Government Units (LGUs) to forge a Memorandum of Agreement (MOA) with them. LGUs shall be required to submit the budget proposals to the FO along with the signed MOA.
2. Facilitate the transfer of funds to the LGUs within 24 hours from LGU's submission of the budget proposal.
3. Since the accomplishment of prescribed Social Amelioration Card (SAC) will take time, submission of SACs shall only be required to monitor the distribution and receipt of AICS as an emergency subsidy and shall not be a prerequisite for transfer of funds to the LGUs; provided that an agreement between the FO and the LGU shall be forged as to the time and motion of the distribution of SAC forms and the submission of the DSWD's copies of the SAC forms, which shall not be more than 48 hours from the signing of the MOA.
4. Similarly, list of target beneficiaries shall no longer be required from the LGUs prior to transfer of funds but the same shall be submitted along with the SAC forms.
5. No additional funds may be transferred to the LGUs until they have submitted a liquidation report for the earlier fund releases.

B. Computation of Emergency Subsidies

1. AICS as an emergency subsidy shall be provided to Non-Pantawid Pamilyang Pilipino Program beneficiaries only.
2. Provision of AICS shall be based on the following:

Region	Number of households		Maximum Amount of Subsidy per Region	AICS ¹ (for non-Pantawid beneficiaries only)
	Total	Informal and poor / near poor		
NCR	3,260,399	1,788,604	8,000.00	6,350.00
CAR	434,209	318,707	5,500.00	3,850.00
1	1,263,607	999,531	5,500.00	3,850.00
2	881,440	698,042	5,500.00	3,850.00
3	2,707,342	1,807,929	6,500.00	4,850.00
4A	3,511,076	2,249,567	6,500.00	4,850.00

¹ Maximum Amount of Subsidy per Region – Value of FNI (PhP1,650) = AICS (for Non-Pantawid)

4B	752,804	614,100	5,000.00	3,350.00
5	1,362,596	1,146,914	5,000.00	3,350.00
6	1,835,555	1,472,683	6,000.00	4,350.00
7	1,806,056	1,346,613	6,000.00	4,350.00
8	1,053,680	875,246	5,000.00	3,350.00
9	890,346	721,841	5,000.00	3,350.00
10	1,111,803	892,577	6,000.00	4,350.00
11	1,248,805	953,521	6,000.00	4,350.00
12	1,139,025	953,853	5,000.00	3,350.00
ARMM	665,597	623,607	5,000.00	3,350.00
CARAGA	625,663	492,758	5,000.00	3,350.00
PH	24,550,003	17,956,093		

C. Monitoring and Reporting

The FOs shall intensify the monitoring of the distribution of emergency subsidies.

1. FOs shall ensure that LGUs comply with the submission of SACs and other documentary requirements as stipulated in the MOA with the LGUs and the MC No. 4, S. 2020.
2. FOs shall ensure that LGUs submit photos of beneficiaries receiving their subsidies and that they submit weekly monitoring reports.
3. The LGUs shall submit weekly accomplishment reports using the IATF-TWG on Social Amelioration Program Monitoring Reporting Matrix (see Annex A) to the DSWD Field Offices every Monday for consolidation and onward submission to the DSWD ICTMS. Field Office weekly reports shall be submitted every Tuesday.
4. The Operations Cluster in coordination with the Disaster Response and Management Group, shall prepare the weekly report for submission to the Office of the President.


IV. EFFECTIVITY CLAUSE

This Circular shall be in effect upon signing, and shall remain in full force and will coincide with the effectivity of DSWD Memorandum Circular No. 4, Series of 2020. Provided that, the effectivity hereof shall automatically be extended should such law be given extension.

Signed on the 31st day of March 2020, in Quezon City.


ROLANDO JOSELITO D. BAUTISTA
 Secretary

Certified True Copy:


 ATTY. KARINA ANTONETTE A. AGUDO
 OFFICER-IN-CHARGE
 ADMINISTRATIVE SERVICE