

MEMORANDUM CIRCULAR NO. 28
Series of 2020

**AMENDMENT TO MEMORANDUM CIRCULAR NO. 14, SERIES OF 2020
RELATIVE TO THE REQUIREMENT OF SOCIAL AMELIORATION CARD AND
IDENTIFICATION CARD NUMBERS OF BENEFICIARIES**

I. RATIONALE

In order to have an orderly profiling system of the Social Amelioration Program (SAP) beneficiaries, the Social Amelioration Card (SAC) was devised for the Local Government Units to use in collecting the data of identified family beneficiaries.

Per Memorandum Circular (MC) No. 06, series of 2020, and as reiterated under MC No. 09, series of 2020, family beneficiaries shall be profiled with the use of the SAC, to wit:

*"VIII. IMPLEMENTING GUIDELINES ON THE DISTRIBUTION
OF EMERGENCY SUBSIDY PROGRAMS THROUGH DSWD
SOCIAL AMELIORATION MEASURES*

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C. Family Profiling of Beneficiaries of ESP

*During the conduct of the payout, the beneficiaries will be profiled through the use of a Social Amelioration Card (SAC). The SAC shall be the mechanism to monitor the eligible families in receiving any social amelioration programs from any government agency, including the DSWD, during this COVID-19 crisis and other similar emergency situations in accordance with the provisions of R.A. No. 10173 or the Data Privacy Act of 2012. However, this shall not be a prerequisite for the transfer of funds, as the case may be, but **will only be employed by the DSWD for monitoring purposes or to ensure that there will be no duplication of assistance given to the same beneficiaries, fraudulent payments.***

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Relative thereto, the same SAC was used in MC No. 14, series of 2020 for profiling the waitlisted beneficiaries, to wit:

VIII. VALIDATION PROCESS

A. Validation Process of the List provided by the LGU

Level 1: List of Additional Beneficiaries from the LGUs

*The LGU shall have the sole responsibility in determining the eligibility of the families based on the information in the Social Amelioration Card (SAC). **The masterlist shall include the SAC ID numbers and shall be signed and certified by the City/ Municipal Social Welfare and Development Office and the Local Chief Executive. The identified beneficiaries of the LGUs are presumed eligible subject to Item XII (A) hereof.***

In the SAC form, the valid identification card of beneficiaries is among the required fields.

That despite diligent efforts, the Department did not receive the lists of beneficiaries with the complete encoded beneficiary information and herein circumstance along with directive of the President to complete the implementation of the SAP and the clamor from the unserved beneficiaries and stakeholders to dispense with the rigid SAC requirement prompted policy shifts from the DSWD.

Hence, this Circular shall reinforce the adopted policy of the DSWD on the use of SAC, as a profiling and monitoring tool, and the relaxation of the requirement of SAC number and valid identification card number as prerequisites for the deduplication process and the prefunding of subsidies of the beneficiaries.

II. OBJECTIVES

This Circular aims to:

1. Reiterate the policy on the purpose of the SAC form as a profiling tool per MC No. 06 and 09, series of 2020;
2. Amend Item VII. of MC No. 14, series of 2020 on dispensation of the requirement of SAC ID numbers in the masterlist of waitlisted/additional beneficiaries similar with the original beneficiaries estimated 18 million SAP beneficiaries; and
3. Reiterate that the SAC number and the identification card number are not requirements for the prefunding of the subsidies, the creation of transactional accounts (RTA) and subsequent deposit of subsidies therein by the Financial Service Providers (FSPs).

III. SAC FORM AS PROFILING TOOL

As stated in MC No. 06 and 09, series of 2020, the SAC form is employed for the profiling and monitoring of assistance received by the beneficiaries. Provided that the

SAC form shall not be required for beneficiaries who are excluded¹ in the SAC requirement per MC No. 07, series of 2020.

Primarily, the SAC form shall be the tool to collect the beneficiary information required for the conduct by the DSWD of the deduplication process as required in the guidelines².

IV. DISPENSATION OF SAC ID NUMBER IN THE MASTERLIST OF BENEFICIARIES AND WAIVER OF THE SAC AND ID NUMBERS AS PREREQUISITES FOR PREFUNDING OF SUBSIDIES

During the distribution of the emergency subsidy for the first tranche, the SAC forms with its assigned SAC Numbers served as a unique identifier and means of authentication to prove that a SAP- eligible family beneficiaries have been profiled and/or paid by the LGUs. The same is true for the valid identification card number of beneficiaries which is likewise a required filled in the SAC forms. The LGUs were tasked to distribute the SAC forms, collect the filled out forms and encode in the masterlist the beneficiary information contained therein including the SAC and ID numbers of the beneficiaries and endorse the same to DSWD.

However, despite efforts, the Field Offices did not receive lists of beneficiaries with complete beneficiary information. It is of public knowledge that the DSWD-prescribed SAC forms had been the subject of lengthy questioning during the series of Congressional inquiries held by the Committee on Good Government and Public Accountability and the Committee on Public Accounts of the House of Representatives regarding SAP implementation and the call was consistent as to the relaxation or complete dispensation of the SAC and ID requirement in order to hasten the completion of the distribution of subsidy.

In order to immediately provide the subsidy to the beneficiaries, the DSWD was constrained to make use of the available information on the submitted lists from the LGUs and conducted deduplication process completely dispensing with the requirement of SAC and ID numbers in the masterlist of beneficiaries, both for the additional (waitlisted) and the original estimated 18 million target under R.A. No. 11469. The same was employed for all lists of beneficiaries processed for payment hence the SAC and ID numbers of beneficiaries were also not required in the prefunding of subsidies to the FSPs, creation of Restricted Transactional Account of beneficiaries and the subsequent deposit of the subsidies thereto by the FSPs.

It is thus reinforced herein that the algorithms imposed in the deduplication process, the prefunding of subsidies to FSP, and the crediting of subsidies to the account of beneficiaries, had completely dispensed with the SAC and ID requirements as prerequisites.

¹Exclusions from SAC - The 4Ps beneficiaries and other beneficiaries who are in the in the NHTS-PR or whose data are shared with the DSWD by concerned regulatory agencies need not undergo profiling using the prescribed SAC forms (Item C of Memorandum Circular No. 07, series of 2020).

² Memorandum Circular No. 14, as amended by Memorandum Circular No. 17 and 18, series of 2020.

V. REPEALING CLAUSE

This Circular repeals the provisions of Memorandum Circular No. 14, series of 2020 and other issuances that are inconsistent herewith.

VI. EFFECTIVITY CLAUSE

This Circular shall be retroactively applied to cover the entire implementation of the Emergency Subsidy Program-Social Amelioration Program of the DSWD and shall remain valid until it is completed.

Signed on the 27th day of October 2020, in Quezon City.



ROLAND JOSELITO D. BAUTISTA
Secretary

Certified True Copy:



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