

MEMORANDUM CIRCULAR NO. 12
Series of 2021

**AMENDMENT TO THE MEMORANDUM CIRCULAR (MC) NO. 15, SERIES OF 2020,
"GUIDELINES ON THE IMPLEMENTATION OF THE BALIK PROBINSYA, BAGONG PAG – ASA
(BP2) PROGRAM BY THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT"**

I. RATIONALE

The Philippines is highly vulnerable to the impact of climate change, including sea level rise, increased frequency of extreme weather events, rising temperature and extreme rainfall according to the issued 2017 Climate Change Risk Profile of the Philippines by the United States Agency International Development (USAID).

This vulnerability is due to high exposure to natural hazards (cyclones, landslides, floods, and droughts), dependence on the climate-sensitive natural resources, and vast coastlines where major cities are found and the majority of the population reside. The urban poor, many of whom live in temporary shelters, are most at risk, lacking the resources to prevent or mitigate the threat of coastal inundation and storm surge. Consisting of 7,107 islands divided into the three island groups (Luzon, Visayas and Mindanao), the Philippines lies in the world's most cyclones-prone region, averaging 19-20 cyclones each year, of which 7-9 make landfall. Sea levels in the Philippines are rising faster than the global average, increasing the hazard posed by the storm surges and threatening permanent inundation of low-lying areas.

Thus, the issuance of the Executive Order (EO) No. 137, s. 2021 on May 24, 2021, "Accelerating and Harmonizing Aid and Humanitarian Operations of the National Government During Disasters and Emergencies" provides a platform for an enhanced and unified delivery of social amelioration services. These include the program and services of the "Kapit-Bisig Laban sa Kahirapan-Comprehensive and Integrated Delivery of Social Services (KALAHI CIDSS) through the Balik-Probinsya, Bagong Pag-asa (BP2) Program pursuant to Executive Order No. 114, s. 2020.

In addition, the infrastructure development program of the government serves as one of the key success factors in taking advantage of economic geography to ensure connectivity of localities to economic hubs and the rest of the world. However, these projects may result to the relocation of the project-affected-persons (PAPs), especially the poor families near these project sites that need immediate and long-term interventions under the Program as they start anew in relocation sites or receiving communities.

One of the consequences is the anticipated physical displacement of about 1,416 households due to Right-Of-Way (ROW) clearance and land acquisition. Of the 1,416

households, approximately 83% are informal settler households occupying the PNR ROW per Department of Transportation (DOTr) - Railways' feasibility study of its North South Railway Project – South Line.

Hence, the amendments are made in compliance to EO No.137, Series of 2021; to include the project-affect-persons in the Program and address the gaps in MC No. 15, s. 2020. Furthermore, all other provisions of the said Memorandum Circular that are not expressly supplemented/amended by the succeeding items shall remain valid and effective.

II. OBJECTIVES:

This Circular intends to:

- A. Amend Items III, IV, V, VI, VIII and Annex A of the MC No. 15, s. 2020 to ensure compliance to the Executive Order No.137, s. 2021;
- B. Further ensure the responsiveness of the interventions of the Balik Probinsya, Bagong Pag – asa (BP2) Program in the emerging needs of its beneficiaries and receiving communities; and
- C. Be inclusive and relevant in assisting individuals, families and communities affected by the national and local governments' project and activities consistent with the Implementing Guidelines of the E.O. 114, s. 2020.

Provided that, all other provisions of MC No. 15, s. 2020 that are not expressly supplemented/amended by the succeeding items shall remain valid and effective.

III. LEGAL BASES:

Executive Order No. 137, s. 2021, "Institutionalizing the AHON Convergence Program. The "Aid and Humanitarian Operations Nationwide" (AHON) Convergence Program", provides a platform for an enhanced and unified delivery of social amelioration services;

Executive Order No. 138, s. 2021, "Full Devolution of Certain Functions of the Executive Branch to Local Government Units, Creation of a Committee on Devolution, and for Other Purposes";

Republic Act No. 10121, s. 2010, "An Act Strengthening the Philippine Disaster Risk Reduction and Management System, Providing for the National Disaster Risk Reduction and Management Framework and Institutionalizing Framework and Institutionalizing the National Disaster Risk Reduction and Management Plan, Appropriating Funds Therefor and for Other Purposes";

DSWD Administrative Order 17, s. 2010, "Omnibus Guideline on Shelter Assistance";

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DSWD Memorandum Circular No. 23, s. 2020, "Guidelines on the Implementation of the Community - Driven Development support to the Coronavirus Disease-2019 (COVID-19) Disaster response through the KALAHI - CIDSS Disaster Response Operations Modality (DROM)"; and

DSWD Memorandum Circular No. 24, s. 2020, amendment to Memorandum Circular No. 11, s. 2019, "The Revised Guidelines on the Implementation of the Assistance to Individuals in Crisis Situation".

IV. AMENDMENT TO ITEM NO. III - OBJECTIVES OF THE OF THE MC NO. 15, S. 2020:

The Balik Probinsya, Bagong Pag-asa (BP2) program shall provide comprehensive services to individuals and families who will return to their provinces or relocate to the identified relocation sites by the program and funding support to assist the receiving Local Government Units (LGUs) to improve their access to basic services. Particularly, it shall ensure the following:

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- b. Provide livelihood support and interventions to ensure sustainable income flow and improve their socio-economic status;

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- e. Enhance family and community preparedness and resilience to hazards, natural calamities, human - induced disasters and health emergencies.

V. AMENDMENT TO ITEM NO. IV - DESCRIPTION OF THE PROJECT OF THE MC NO. 15, S. 2020 :

The BP2 program is one of the support measures that could lead to the decongestion of urban poor communities and contribute to the achievement of balanced regional development. It will enable the beneficiaries who decided to return to their hometown or resettlement areas to have the opportunities to start a new life under the program.

The program will start with the initially-assessed 1,000 families in Metro Manila and other areas from the generated lists of applicants who utilized the registration system established by the National Housing Authority (NHA) at www.balikprobinsya.ph, mobile phone registration and walk-in registration platforms available at the LGU level. The succeeding implementation would cover a total of 10,000 families in a span of three (3) years. Each year, about 3,000 families will be targeted and served by the program.

For beneficiaries of the program who do not have a hometown or province that they can return to, they will be relocated to receiving communities that will support the

program. All provinces and cities of the country that are willing to accept the families will be engaged with this program. Evaluation reports from the first 1,000 beneficiaries will be the basis for developing better strategies in targeting more families.

VI. AMENDMENT TO ITEM NO. V - TARGET BENEFICIARIES OF THE MC NO. 15, S. 2020 :

The BP2 Program will benefit low-income individuals and families needing assistance to resettle in the provinces and/or receiving communities, who may be experiencing any of the following situations prompting them to decide to resettle or relocate to another area and request for assistance from the program:

- a. Affected by government projects and activities;
- b. Eviction and demolitions allowed by the law;
- c. Families living on the street and/or living in unsafe dwelling places;
- d. Affected by human-induced and/or natural hazards or disasters, including health hazards;
- e. Affected by loss job and/or income opportunities;
- f. Disadvantaged, vulnerable and/or marginalized individuals or families; and
- g. Other situations deemed acceptable and valid based on the assessment of the Social Worker.

VII. AMENDMENT TO ITEM NO. VI - TYPES OF ASSISTANCE OF THE MC NO. 15, S. 2020 :

The BP2 program may be provided in the form of or combination of any of the following assistance. Please see attached Annex A for estimated computation of the packages.

A. For Individuals

Individuals qualified and accepted as program beneficiaries may be provided with assistance, types of which will be according to the assessment of the Social Worker:

A.1. Transportation Assistance. Transportation assistance shall be provided, following the DSWD MC No. 24, s. 2020, setting the guidelines on the Department's Assistance for Individuals in Crisis Situations.

A.2. Food Assistance. Food assistance shall be provided following also the DSWD MC No. 24, s. 2020, setting the guidelines on the Department's Assistance for Individuals in Crisis Situations.

A.3 Livelihood Assistance. A maximum of Php15, 000.00 shall be provided, following the DSWD implementation process and guidelines if BP2 program participants are not eligible to receive livelihood support from other agencies such



as Department of Labor and Employment (DOLE), Department of Trade and Industry (DTI), Department of Agriculture (DA), etc.

B. For Families

B.1. Emergency Financial Assistance. This financial assistance covers the food and other basic needs of the BP2 beneficiaries, whether individuals or families, who are either:

- o Required to undergo home quarantine or facility-based quarantine (i.e. BP2 Depot Facility, receiving LGUs' facilities); and
- o Affected by the postponement or cancellation of their dispatch schedule for reasons determined and advised by appropriate member-agencies of the BP2 Council, such as but not limited to surge of COVID-19 in either the sending or receiving LGUs, approved beneficiaries tested positive to COVID-19 when assessed during the actual dispatch procedures, or other health and security measures duly imposed by authorities.

Computation of assistance shall follow DSWD's parameter costs for meals per day per person and the number of days required for quarantine or days of waiting period before the next dispatch schedule. The Social Worker shall determine the exact amount to be provided to the beneficiaries based on the latter's needs and circumstances.

B.2. Transportation and Relocation Assistance. This is financial support to the family beneficiaries for their transportation, food, and other travel-related expenses deemed necessary i.e. hauling of properties from their current residence to the identified place where they will relocate. The amount shall be computed based on the number of family members returning, the mode of transportation arrangements identified with the service provider, the number of days in travel en route to their province of destination and others as may be required by circumstances subject to the assessment and recommendation of the Social Worker.

B.3. Transitory Family Support Package. This is a provision that will cover the food and non-food items needed while the family is in the transition phase. Non-food items include but are not limited to hygiene kits, clothing, sleeping kits, cooking/eating utensils, first aid kits, school supplies, etc. that will be given to the family beneficiaries upon return to their hometown or relocation area. Approval of Transitory Family Support Package and amount to be provided will be based on the assessment of the Social Worker and shall not exceed Php 50,000.00. There shall be a separate set of guidelines for this provision.

B.4. Livelihood Settlement Grants (LSGs). This is a start-up financial assistance to family beneficiaries to help them establish their sources of income and/or

livelihood once they relocate. This provision may also be given to complement the livelihood assistance services provided by other government agencies. Approval of LSG and amount to be provided will be based on the assessment of the Social Worker and shall not exceed Php 50,000.00. There shall be specific guidelines on the provision of LSG.

B.5. Transitory Shelter Assistance. The provision of rental subsidy for a period not exceeding 24 months (2 years), shall not exceed Php 240,000.00 for two (2) years, and shall be subject to the assessment and recommendation of the Social Worker. Transitory Shelter Assistance will be granted to families who are waiting for the completion and/or awarding or turn-over of their housing units to be provided by the National Housing Authority. Also, this shelter assistance shall not be limited to rentals and may also be used by the family-beneficiaries who wished to establish a permanent abode in their hometown and/or receiving communities and for purposes and processes provided in DSWD Administrative Order No. 17, s. 2010 (Omnibus Guideline on Shelter Assistance).

C. For Communities

C.1. Community Grants. xxx xxx xxx

For an LGU to avail of the community grants, a minimum number of 20 families should be moving and/or returning to the municipality to resettle or relocate. The process and standards to be followed in implementing LGU projects to be funded under Community Grants shall be Kalahi-CIDSS. Each LGU qualified to avail of the Community Grants may be provided with a maximum amount per component:

- o Municipal Grant Allocation – Php7.5 Million
- o Social Preparation Activities – Php 350,000 per municipality
- o Capacity Building Interventions – Php 200,000 per municipality

Specific guidelines should be set on the provision of Community Grants.

The types of services and total amount of assistance to be provided per family or individual beneficiaries of the program will be in accordance with the results of the Social Worker's assessment hired by the DSWD Central Office (CO), Field Office (FO) and/or in coordination and collaboration with the Local Social Welfare Officers and other staff in the Field Office. Likewise, the community projects will depend on the participatory processes/analysis of the community where the family, as new members will take part.

VIII. AMENDMENT TO ITEM NO. VII – IMPLEMENTATION PROCEDURES OF THE OF THE MC NO. 15, S. 2020 :

A. Pre-implementation:

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B. Implementation:

B.1. The DSWD-hired Social Worker of the BP2 program shall facilitate the program orientation with the regional office team and to all stakeholders in the sending LGUs. With the assistance of the BP2-hired Social Worker, the sending LGUs through its Local Social Welfare Development Office (LSWDO) will help in the registration to the BP2 program, data collection, assessment, conduct of collateral interviews and formulation of Social Case Study Reports (SCSRs) of the beneficiaries of the program.

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B.3. Upon completion of the requirements and interventions, the list of verified beneficiaries will be endorsed to the BP2 Council Secretariat for appropriate scheduling of dispatch and actual date of travel to their respective hometown and/or relocation site. Further, endorsement and coordination with the receiving DSWD FO of the validated list shall be done for the information dissemination and preparation of the respective receiving LGUs.

B.4. Memorandum of Agreement/Understanding must be signed by the beneficiaries, receiving LGU and the DSWD FO as part of the intervention planning and safeguards.

B.5. Transportation and Relocation Package is cash assistance that will be given to beneficiaries during the dispatch and actual date of return to the identified receiving communities, upon securing clearance from the Department of Health (DOH).

B.6. Upon relocation, the family case management folder of the beneficiaries shall be endorsed and turned-over to the receiving LGUs through its LSWDO.

B.7. For the individual beneficiaries, the Regional Team shall provide two (2) family food packs and livelihood support following the DSWD implementation process and guidelines, if BP2 program participants are not eligible to receive livelihood support from other agencies such as the Department of Labor and Employment (DOLE), the Department of Trade and Industry (DTI), the Department of Agriculture (DA), etc.

B.8. The Transitory Family Support Package will be downloaded to the concerned DSWD Field Office and further transferred to the account of the beneficiaries or through pay-out upon transfer or relocation.

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B.11. The receiving LGUs through its LSWDO shall submit progress and other necessary reports to the implementing and oversight agencies about the after care plan/program, mechanism provided by the LGUs to the beneficiaries and other related interventions.

B.12. The existing program grievance redress mechanism must be strengthened to provide a means of dealing promptly with any concerns that includes but not limited to program implementation and other irregularities observed. The beneficiaries will be given a Client Satisfaction Measurement Survey Form after every transaction/request/consultation from the DSWD to improve quality of service delivery particularly at the Regional Program Management Offices (RPMOs).

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B.14. Individuals and families who have returned to their respective LGUs with the intention to permanently reside therein, can also be registered in the BP2 program through the LSWDO who shall then conduct the intake and assessment to determine their eligibility to receive specific assistance package from the program.

B.15. In the exigencies of need, all concerned Offices, Bureaus, Services and Units (OBSUs) are enjoined to provide other interventions to the beneficiaries and to supplement those not covered by KALAHY CIDSS' Kapangyarihan at Kaunlaran sa Barangay (KKB) funds.

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IX. AMENDMENT TO ITEM NO. VIII - MANAGEMENT OF FUNDS OF THE OF THE MC NO. 15, S. 2020 :

1. The beneficiaries of the BP2 Program shall receive the assistance through a cash/atm card opened with an authorized government depository bank (i.e. Landbank,, Development Bank of the Philippines, etc.) after their relocation and their applications are evaluated, endorsed and approved by DSWD. This financial assistance may also be issued in the form of cash through pay-out per tranche depending on the agreement with the beneficiary from a cash advance of a DSWD employee or through issuance of a check in cases where the cash/ATM facility is not yet available. This procedure shall be subject to existing and applicable government budgeting, accounting and auditing laws, rules and regulations and other relevant related laws including any issuances or guidelines that will be issued by the DSWD.
2. For the provision of Livelihood Assistance for Individuals (LAIs) and LSGs, any disbursements resulting from the implementation of such shall be charged to the KALAHY CIDSS' KKB appropriation/ allotment, within the period in which the

corresponding obligations were incurred, in accordance with existing and applicable government accounting, budgeting and auditing laws, rules and regulations including any issuances or guidelines that will be issued by the DSWD. The KALAHI CIDSS' KBB shall include funds for the LAIs and LSGs in support of the BP2 Program in its respective annual budget proposals.

3. Management of the community grants to be provided to the receiving communities / LGUs shall follow the existing and applicable government budgeting, accounting and auditing laws, rules and regulations including any other issuances or guidelines that will be issued by DSWD in the implementation of its Community-Driven Development (CDD) approach for the beneficiaries.

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X. AMENDMENT TO ANNEX A: ESTIMATE COMPUTATION OF PACKAGES OF FUNDS OF THE MC NO. 15, S. 2020

Annex A: Estimate Computation of Packages / Grants

PACKAGES	PARTICULARS	AMOUNT
Emergency Financial Assistance	Following DSWD's Parameter Costs for Daily Meals Provision – DSWD per meal parameter cost x 3 meals a day x number of family members x number of quarantine days	As Computed.
Transportation / Relocation Assistance	Actual Transportation Cost x No. of family members DSWD per meal parameter cost x 3 meals a day x number of family members in transit *Actual hauling and or freight cost of family belongings and essential appliances.	As per Computation, must be supported by pertinent and valid documentation requirements, i.e. official receipts, delivery details/itinerary, etc.
Transitory Family Support Package	Basic Fixtures - Beddings, Table and Chairs, Kitchen (cooking and dining Utensils) First Aid Kits Food Support School Requirements - uniform, bags, shoes and school supplies	Maximum amount per family of PhP 50,000.00.



Transitory Shelter Assistance	House Rental for a maximum of 24 - month (2 years) while the family is waiting for the units to be turned-over to them by the NHA, other agencies and LGUs.	Maximum amount of PhP 240,000.00.
Livelihood Settlement Grants	<ul style="list-style-type: none"> • Seed capital fund to purchase small tools, raw materials and other inputs, and common service facilities such as machinery, equipment, and plant needed in starting or expanding a micro-enterprise. • Acquisition of knowledge and skills needed in the management of the micro-enterprise to be established • Support for pre-employment requirements for a guaranteed employment, such as 1) processing of employment documentary requirements; 2) payment of medical exams; 3) purchase of basic employment tools and materials; and 4) transportation allowance, meal allowance, and board and lodging until the first 15 days of employment. 	Maximum of PhP 50,000.00 per family.
Community Grants	<p>Available for receiving LGUs to avail on these conditions:</p> <ul style="list-style-type: none"> o At least 20 families or individuals relocate to the same municipality; and o Process and standards shall follow Kalahi-CIDSS. 	<p>Municipal Grant Allocation – Php7.5 Million</p> <p>Social Preparation Activities – Php350,000 per municipality</p> <p>Capacity Building Intervention – Php200,000 per municipality</p>

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XI. EFFECTIVITY CLAUSE:

This Circular shall take effect immediately and supersedes previous issuances inconsistent herewith.

Signed on the 13 day of September, 2021 in Quezon City.



ROLANDO JOSELITO D. BAUTISTA
Secretary

CERTIFIED TRUE COPY



MYRNA H. REYES
OIC-Division Chief
Records and Archives Mgt. Division

14 SEP 2021