

MEMORANDUM CIRCULAR NO. 19
Series of 2021

**AMENDMENT TO MEMORANDUM CIRCULAR 11 SERIES OF 2021,
“GUIDELINES ON THE PROVISION OF FAMILY FOOD PACKS (FFPs) IN
SUPPORT TO AFFECTED FAMILIES DUE TO THE DECLARATION OF GRANULAR
LOCKDOWN”**

To efficiently and effectively implement the provision of support to affected families due to the declaration of Granular Lockdowns consistent with the Government’s policy shift towards adopting Alert Level Systems for COVID-19 Response, Memorandum Circular No. 11 series of 2021 is hereby amended; as follows:

FROM	TO	Remarks
<p>VI. FFP ALLOCATION, 1. <i>Assistance in areas under granular lockdown</i></p> <p>The LGU shall cover the resource requirement for the first seven (7) days while the Department shall augment for the remaining (7) days during the entire 14-day quarantine period. This aims to affirm the responsibility of the LGUs to support their constituents using available resources in their respective locality. Hence the DSWD shall provide a standard number of three (3) FFPs per family.</p>	<p>During the 14-day quarantine period, the LGU shall cover support to affected families for (7) days using available resources in their respective locality while the DSWD shall provide a standard number of three (3) FFPs per family good for 7 days in order to complete the food requirement during the duration of the lockdown.</p>	<p>DSWD shall ensure provision of food support for 7 days to families affected by granular lockdown as the National Government’s commitment and augmentation to LGUs¹. Hence, the LGU counterpart will no longer be a prerequisite for the DSWD to provide the augmentation.</p>
<p>VIII. GENERAL IMPLEMENTATION PROCEDURE, A. Request from LGUs:</p> <p>The LGU shall provide a formal request to the Department with the following enclosures:</p>	<p>The LGU shall provide a formal request to the Department with the following enclosures:</p>	<p>The names indicated in the Relief Distribution Sheet (RDS) shall be considered as the actual list of beneficiaries provided with the assistance.</p>

¹ Guidelines on the implementation of Granular Lockdowns Part II, Section [7] Assistance to Affected Individuals;

<ol style="list-style-type: none"> 1. Request letter duly signed by the Local Chief Executive (LCE) indicating the number of requested FFPs and enclosed implementation plan; 2. Master-list of beneficiaries/recipients for granular and isolation assistance; and 3. Resolution or certification from the LCE on the declaration of granular lockdown. 	<ol style="list-style-type: none"> 1. Request letter duly signed by the LCE indicating the number of requested FFPs and enclosed implementation plan; and 2. Resolution or certification from the LCE on the declaration of granular lockdown. 	
<p>VIII. GENERAL IMPLEMENTATION PROCEDURE, B. Assessment and Approval:</p> <p>The DSWD Field Office thru the Disaster Response Management Division (DRMD) shall assess the request from the LGU subject to the approval of the Regional Director.</p>	<p>The DSWD Field Office thru the Disaster Response Management Division (DRMD) shall assess the request from the LGU subject to the approval of the Regional Director. The request therein shall be granted/delivered upon completion or submission of the required enclosures.</p>	<p>Certification, concurrence, or ratification from the RIATF shall no longer be considered as one of the required documents to trigger the release of FFPs to LGUs considering that the declaration of granular lockdown by the LCE is provisionally effective immediately². The RIATF shall forward the certified, ratified or concurred LGU declaration once finalized and vetted by the members for the reference of the DSWD.</p>
<p>VIII. GENERAL IMPLEMENTATION PROCEDURE, D. Relief Distribution:</p> <p>Signed Relief Distribution Sheet (RDS) shall be submitted by the C/MSWDO within a month after the distribution.</p>	<p>Signed Relief Distribution Sheet (RDS) shall be submitted by the C/MSWD within 60 days after the lifting of the quarantine period.</p>	<p>60-day timeline for the submission of RDS in consideration to the minimum health standard and protocols</p>

² Guidelines on the implementation of Granular Lockdowns Part II, Section [4] Effectivity. No. 1

Further, attached are the prescribed templates as indicated in the guidelines to ensure proper documentation, reporting and monitoring in the implementation of the program.

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

Signed on the 29 day of NOVEMBER, 2021 in Quezon City.



ROLANDO JOSELITO BAUTISTA
Secretary

Cert. True Copy:



02 DEC 2021

MYRNA H. REYES

OIC-Division Chief

Records and Archives Mgt. Division

Republic of the Philippines
 Department of Social Welfare and Development
Field Office NCR

IMPLEMENTATION PLAN
Re: DSWD Food Assistance for Families in Granular Lockdown
under Memorandum Circular No. 11, Series of 2021
 (Guidelines on the Provision of FFPs in Support to Affected Families
 due to the Declaration of the Granular Lockdown)
 As of _____

Name of LGU: _____

Target Ares in Granular Lockdown		Affected No.		No. of Required FFPs	Target Date of Distribution
Barangay	House No./Street/Purok	Families	Persons		
Total					

Contact Person _____
 Position/Designation _____
 Contact Details _____
 Storage/Delivery Area _____

Prepared by: _____
 Signature: _____
 Name : _____
 Position/Designation: _____

Approved by: _____
 Signature: _____
 Name: _____
 Position/Designation: _____