

MEMORANDUM CIRCULAR

NO. 02
Series of 2022

**SUBJECT: AMENDMENTS TO MEMORANDUM CIRCULAR NO. 03, SERIES OF 2020:
REVISED GUIDELINES IN THE IMPLEMENTATION OF EXECUTIVE ORDER NO. 70,
SERIES OF 2018**

I. RATIONALE

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Pursuant to the revised implementing rules and regulations of Administrative Order No. 10, series of 2018 as amended by Administrative Order No. 25, series of 2020, the Department of Social Welfare and Development (DSWD), as one of the members of the National Task Force to End Local Communist Armed Conflict (NTF-ELCAC), shall guarantee the implementation of social welfare and development programs and services for former rebels, former violent extremists and their families, and towards addressing the various risks and vulnerabilities contributing to insurgency.

II. LEGAL BASIS

1. **Executive Order No. 70 series of 2018**, *“Institutionalizing the Whole-of-Nation Approach in Attaining Inclusive and Sustainable Peace, Creating a National Task Force to End Local Communist Armed Conflict and Directing the Adoption of a National Peace Framework”*

The National Peace Framework defines and clusters interventions into 12 Government Lines of Effort. Along with this, the DSWD plays an active role directly contributing to the following six (6) Clusters/ Lines of Effort (LOEs):

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- **Enhanced Comprehensive Local Integration Program (E-CLIP) and Amnesty Program** - Supervise the Reintegration Efforts for Former Rebels from the CPP-NPA-NDF, as well as their immediate family members, and support the immediate needs of the eligible beneficiaries in the reintegration process

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4. **Office of the President Administrative Order No. 25, series of 2020** amends Administrative Order No. 10, series of 2018 (AO No. 10) as stipulated in the Revised Implementing Rules and Regulations of AO No. 10, s. 2018 to expand the coverage of E-CLIP to facilitate the reintegration to civilian life of former violent extremists who have similarly chosen to lay down their arms and become productive and law-abiding members of society.

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III. OBJECTIVES

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Specific Objectives:

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2. To ensure convergence of efforts at all levels within the Department in the delivery of programs and services for the targeted clients and for conflict-affected areas and vulnerable communities in close coordination with various stakeholders mandated under EO 70; and

3. To provide a clear, responsive and seamless process in the delivery of programs and services to referred former rebels, former violent extremists, and their families through defined procedures, requirements and eligibilities

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IV. COVERAGE

A. Areas

This amended Memorandum Circular shall cover the implementation of DSWD programs and services for former rebels, former violent extremists and their families, and conflict-affected areas and -vulnerable communities.

B. Beneficiaries

This Memorandum Circular cover the following:

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3. Former Violent Extremists (FVEs) who were members of the Abu Sayyaf Group, Maute Group, Dawlah Islamiyah, Bangsamoro Islamic Freedom Fighter, Turaife Group, and other violent extremist groups as may be identified by the Task Force Balik-Loob and likewise must be duly certified by concerned JAPIC, and their families; and,

4. Families in conflict-affected and -vulnerable communities.

In the case of FRs and FVEs, those who surfaced starting 01 July 2016 onwards will be provided with assistance, in addition to the CLIP package they may have received, per assessment of the case manager. All FRs and FVEs must be certified by the JAPIC to be entitled to the various DSWD services subject to existing guidelines of the programs. The certification and validation process shall be in accordance with guidelines to be issued by the AFP and PNP and should be done not more than two (2) weeks after the FR or FVE has surfaced. This certification shall likewise hold in the event that the FR or FVE has died while their enrolment to the program is being processed. In such a case, their identified beneficiary shall be entitled to the program's benefits and assistance to the package.

In the case of the family of FRs and FVEs as beneficiaries of the program, the immediate family of FRs/FVEs can receive the benefits of the FR or FVE if they are unable to do so. For FRs/FVEs with more than one (1) legal spouse in accordance with

the Code of Muslim Person Laws, the FR/FVE shall designate the beneficiary-spouse or if unable to, legal and accepted customary practices shall be followed.

V. OPERATIONAL DEFINITION OF TERMS

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6. Enhanced Former Rebel Information System (EFRIS) - refers to the central database of all FRs and FVEs that contains their personal and sensitive information, such as marital status, age, religious affiliation, information about their circumstances of surfacing such as date of surfacing, unit affiliation, position in the CPP-NPA-NDF or MB, or corresponding position in the VE organization, etc. and most importantly an inventory of assistance provided to them under the E-CLIP.

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8. Former Violent Extremists (FVEs) - refer to former members of the Abu Sayyaf Group, Maute Group, Dawlah Islamiya, Bangsamoro Islamic Freedom Fighter, Turaife Group, and other violent extremist groups as may be identified by the Task Force Balik-Loob, who voluntarily abandoned their violent extremist ways to become productive members of the society.

9. Immediate family - refers to the spouse^{*} (legally married or common-law), and the children (legitimate or illegitimate), or in the absence of the preceding, the parents of the beneficiary. If the FR/FVE is a Muslim, immediate family members are the legitimate spouse/s and children as identified by the FR/FVE and in accordance with Shariah law and their customs.

10. Joint AFP-PNP Intelligence Committee (JAPIC) - refers to the committee responsible for verifying the identities of the Former Rebels and Former Violent Extremists upon surfacing.

11. JAPIC Certification - refers to a legal document that validates and certifies the membership of FRs and FVEs to Communist Terrorist Groups and Violent Extremist Groups issued by the JAPIC. It serves as the basis of government entities/local government units and also a requirement for the issuance of benefits and assistance to FRs and FVEs. The repository of original JAPIC Certification is the Task Force Balik-Loob.

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17. Reintegration - refers to a process where the FR and/or FVE voluntarily disarms and undergoes mainstreaming into a civilian and productive life, and the government undertakes measures to assist the FR and/or FVE in the transition and attend to the FR's and/or FVE's socio-economic well-being, as well as his/her security and safety, psycho-social and legal concerns (DND-DILG JMC No. 2018-1).

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19. Task Force Balik-Loob (TFBL) - refers to an inter-agency task force created under AO 10 series of 2018 for the reintegration of FRs composed of representatives, with a rank not lower than Undersecretary from the DND, DILG, DSWD, OPAPP, Office of the Presidential Adviser on Local Extremist Groups Concerns (OPALEGC), Office of the President (OP), and the National Housing Authority (NHA). The Task Force shall be chaired by the DND

representative, who may invite other government agencies or instrumentalities to the Task Force, as the DND may deem necessary.

VI. POLICY GUIDELINES

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3. The DSWD joins other government agencies in the provision of a menu of interventions, or the Government Lines of Effort, to end local communist armed conflict, pursuant to EO 70 s. 2018. In connection with this, the Department is committed to contribute to the following outcomes:

3.1. All Former Rebels and Former Violent Extremists, from the time they surface to reintegration in society, improved their level of well-being

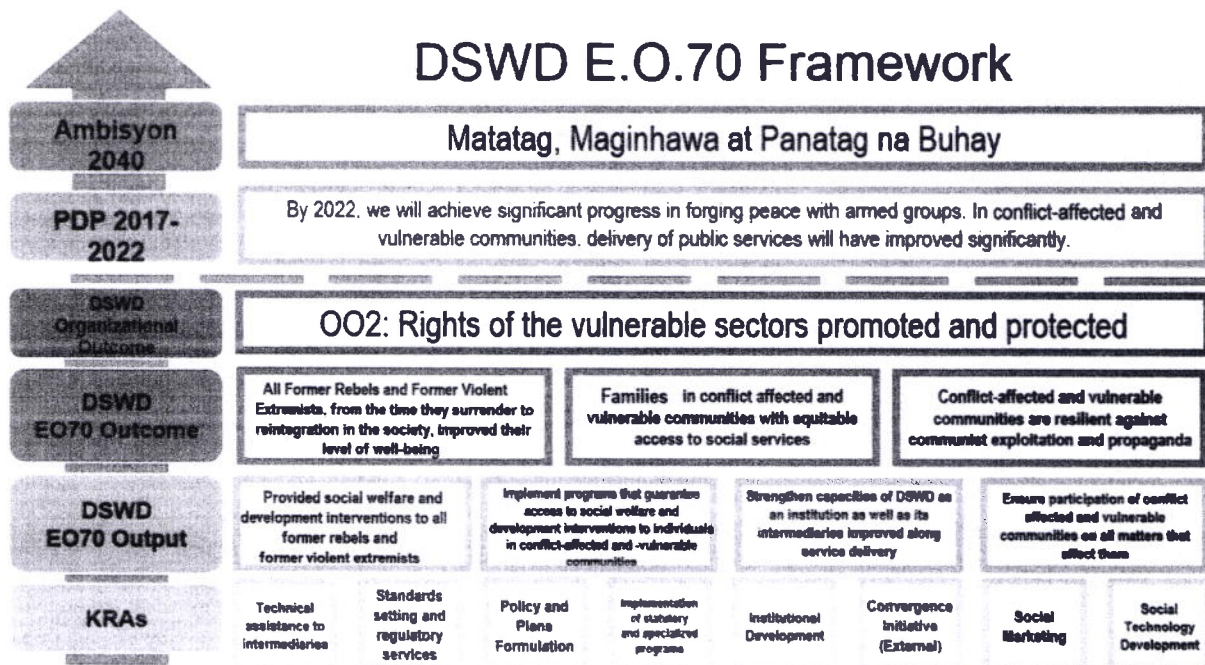
3.2. Families in conflict-affected and -vulnerable communities have equitable access to social protection interventions

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To attain the said outcomes, DSWD shall deliver this output:

- Provide social welfare and development interventions to all former rebels and former violent extremists certified by JAPIC and other DSWD regular interventions to non-certified upon assessment.
- Implement programs that guarantee access to social welfare and development interventions to families in conflict-affected and -vulnerable communities;

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4. DSWD shall adopt a confidentiality policy, as follows:

4.1. The validated list of FRs and FVEs shall be handled by all concerned staff with utmost confidentiality.

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4.3. Interventions provided will be recorded for documentation purposes. However, FRs, FVEs, and their families served by the programs shall not be categorized as such in the program's existing database, for confidentiality purposes. Actual list / names of beneficiaries and updates shall be kept confidential by the EO 70 Regional and Program Focal Persons in accordance with the Department's Policy as well as in compliance with the provisions of the Data Privacy Act. In the same manner, names of individuals and families served in conflict-affected and vulnerable areas shall not be tagged under the EO 70 Program but shall be categorized with utmost confidentiality.

4.4. The EO 70 National and Regional Focal Persons shall utilize the EFRIS for updating on the progress of interventions or any other related information on referred FRs and FVEs, once it is available. Levels of access, features and data requirements shall be defined in the Operations and Privacy Manual / Handbook (Annex I) to be developed by the National Intelligence Coordinating Agency (NICA) in coordination with the TFBL.

4.5. EO 70 Focal Persons shall make use of the existing databases of the concerned programs while the EFRIS is not yet operational. Computers/laptops and other such gadgets to be used for EO 70 data should be officially issued by the DSWD and should only be used within authorized work areas.

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6. The DSWD shall provide assistance to FRs and FVEs only upon endorsement by the E-CLIP Committee to the DSWD Field Office concerned, for further provision of social welfare and development interventions over and above those already initially provided by the LGU. However, DSWD shall directly manage cases of FR and FVE women and children who are under the care of DSWD-managed Residential Care Facilities. The social workers of DSWD-managed Residential Care Facilities shall be the one to handle the cases of FR and FVE women and children.

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VII. IMPLEMENTING PROCEDURES

A. Pre-Implementation Stage

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1. xxx

Functions:

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- Coordinate and collaborate with the various DSWD TWGs, such as GAD TWG, NAPWPS TWG, PAMANA TWG et al, to ensure that the formulation,

implementation, and evaluation of DSWD programs and services are gender responsive, and disability, age, and IP/culture sensitive;

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2. To ensure the smooth transition and provision of services within the service delivery network, that is, from the LSWDO as case managers to the DSWD Field Office and/or vice versa, an **EO 70 Regional Focal Person (RFP)** shall be designated to perform the following functions relative to the DSWD implementation of EO 70:

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- o Ensure that identified programs will be delivered to the target beneficiaries;
- o Provide technical assistance and resource augmentation (TARA) to LSWDOs focused on, but not limited to, case management of LGU-referred Former Rebels and Former Violent Extremists;

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- o Coordinate cases of referred FRs and FVEs for interventions, specifically:
 - Assessing the level of well-being of FRs and FVEs using Social Welfare and Development Indicators (upon receipt of referrals and after one year of service delivery), which will be administered by the Municipal Links in the case of Pantawid beneficiary FRs and FVEs. The assessment of non-Pantawid beneficiaries shall be subject to further guidance from the 4Ps NPMO and the OUS-ISP.

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- o Provide updates or progress reports of the referred FRs and FVEs to the LSWDO during case conferences and other feedback channels, e.g. formal communication. Handling social workers shall provide updates/ progress reports during the case conference to the referring party. Regional EO 70 FP shall facilitate the endorsement of feedback if, in case, concerned LSWDOs are unable to attend the activity.
- o Together with the rehabilitation team composed of multidisciplinary professionals, recommend the termination of service at the DSWD level, for FRs and FVEs who have achieved self-sufficiency level based on the results of the FR assessment tool, and ensure that the LSWDO is capacitated to provide aftercare for these FRs and FVEs.

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B. Implementation Stage

In the implementation of this program, the LSWDO takes a central role in the entire reintegration process of the former rebels, former violent extremists, and their families through the provision of case management.

The DSWD shall implement EO 70 through two (2) tracks. The **first track** focuses on providing assistance to former rebels, former violent extremists and their families as they reintegrate into the community, and the **second track** addresses risks and vulnerabilities to build community resiliency by ensuring the delivery of basic services, strengthening the government mechanisms and processes, among others.

1. First Track: Provision of Assistance to Former Rebels, Former Violent Extremists, and their families

- 1.1. The FR and/or FVE signifies his/her intention to surface to any receiving unit, which may include the police, military personnel, local government officials, traditional leaders, religious leaders, community leaders, civil society organizations or non-government organizations. The receiving unit then endorses the FR and/or FVE to the LSWDO.
- 1.2. The LSWDO validates the name of the FR and/or FVE to ascertain if he/she is a beneficiary of a previous government program, and endorses the FR and/or FVE to a halfway house or other available facilities for temporary shelter. The name of the FR and/or FVE is also submitted to the Joint AFP-PNP Intelligence Committee (JAPIC) for certification.
- 1.3. The JAPIC submits the certification to the E-CLIP Committee, which consequently endorses the same to the LSWDO. Once the identity of the FR and/or FVE is validated, the LSWDO then facilitates the provision of social protection services (e.g. medical check-up, Philhealth enrolment, counseling services).
- 1.4. The E-CLIP Committee also endorses the names of FRs and/or FVE to the nearest DSWD Field Office concerned for further provision of social welfare and development interventions, ideally two (2) weeks after the issuance of JAPIC Certification. The endorsement shall be accompanied by the EO 70 Referral Form (Annex B) with attached Social Case Study Report or Case Summary Report, duly signed by the Local Social Welfare and Development Officer (LSWDO). Only FRs and/or FVE whose names are certified by the JAPIC shall be provided with EO 70 interventions. Others who are not certified by the JAPIC shall be referred to other regular programs of DSWD including psychosocial and protective services. The timeline for the endorsement of FRs/FVEs from the E-CLIP Committee to the DSWD FO shall be subject to the Operational Guidelines for Deradicalization Process to be crafted by the TFBL and AFP, once available.
- 1.5. Names of Family Members of the FR/ FVE shall also be indicated in the EO 70 Referral Form (Annex B).
- 1.6. Once received by the DSWD Field Office, the case shall be given to the EO 70 Regional Focal Person. Upon assessment and/or validation of the case, appropriate interventions shall be provided by the different EO 70 Program Focal Person post referral of, and in close coordination with, the EO 70 Regional Focal Person.
- 1.7. The EO 70 Regional Focal Person shall submit the list to the Pantawid Pamilyang Pilipino Program, National Household Targeting Office as well as other existing databases requiring name matching, e.g. Social Pension. This is being done to name match and check if the FRs and/or FVEs and their families are already included in the Listahanan Database or are being served in the 4Ps or other programs of the DSWD. In abidance to Section VI.1 of this Guidelines, FRs and/or FVE and their families shall be given due priority in the name matching. The results of name matching shall be provided to the Regional Office, attention to the EO 70 Regional Focal Person copy furnished to the EO 70 Program Focal Persons in the Field Offices.

- 1.8. The list submitted by the EO 70 Regional Focal Person to the National Household Targeting Office or other National Program Management Offices with existing databases requiring name matching shall include a transmittal from the DSWD Field Office concerned stating that the submitted names have been endorsed by the E-CLIP Committee.
- 1.9. While waiting for the result of name matching with the respective program database, the EO 70 Regional Focal Person shall review the Referral Form (Annex B) with attached Social Case Study Report or Case Summary Report, whichever is applicable, duly signed by the Local Social Welfare and Development Officer (LSWDO) to properly address the immediate needs of the identified beneficiaries. Per need-based assessment of the EO 70 Regional Focal Person, the FR and/or FVE may be referred to the following immediate interventions:
 - 1.9.1. **Temporary Shelter**¹. FR and/or FVE women and children who could not be accommodated in LGU/NGO-run facilities shall be temporarily placed under the care of DSWD-managed residential care facilities and provided with interventions such as debriefing while preparing them and their families for reintegration;
 - 1.9.2. **Assistance to Individuals in Crisis Situation**. Similarly, limited financial assistance for the education of children, medical needs, burial assistance, and food may be availed by the FRs and/or FVEs;
- 1.10. Simultaneous with the provision of assistance to address the immediate needs of the FRs and/or FVEs, the EO 70 Regional Focal Person shall coordinate with the LSWDO, who shall administer an FR and/or FVE assessment tool for non-Pantawid beneficiaries with assistance from DSWD personnel as needed. For Pantawid beneficiaries, the Social Welfare and Development Indicators (SWDI) shall suffice.
- 1.11. The data from the SWDI/ FR and/or FVE assessment tool shall serve as the baseline for the well-being of FRs. The same data shall also be used by the EO 70 Regional Focal Person to coordinate within the Field Office for provision of programs and services to the FRs, FVEs, and their families, which may include programs stipulated under Section VI.1. of this AO, and those over and above the said programs, such as:
 - 1.11.1. Recovery and Reintegration Program for Trafficked Persons - a comprehensive program that ensures adequate recovery and reintegration services provided to trafficked persons. Utilizing a multi-sectoral approach, it delivers a complete package of services that will enhance the psychosocial and economic needs of the clients.
 - 1.11.2. Supplementary Feeding Program - provision of food in addition to the regular meals to currently enrolled Day Care Children/Supervised Neighborhood Play.
 - 1.11.3. Social Pension - the provision of a monthly stipend amounting to P500 to augment the daily subsistence and other medical needs of indigent senior citizens.
 - 1.11.4. Auxiliary Services for the Elderly and Persons with Disability - practical support in the form of assistance for physical restoration, self and social enhancement service, after care and follow-up service, day care service, family care services, substitute family care and job search services

¹ Handling of FR and FVE women and children temporarily placed in DSWD-managed facilities and/or centers are subject to existing policies and guidelines of the DSWD facilities and/or centers.

- 1.12. The FR and/or FVE assessment tool/ SWDI shall be used to track the progress of the level of well-being of the FRs and/or FVEs, and to ultimately recommend termination of services to the FR and/or FVE at the DSWD level.
- 1.13. Other programs and services that may be provided to FRs and/or FVEs per assessment of the LSWDO in coordination with the EO 70 Regional Focal Person, but are beyond the mandate of DSWD, shall be coordinated to the RTF-ELCAC by the LSWDO using the referral form (Annex B).
- 1.14. For the detailed flowchart in providing services to the FRs, FVEs, and their families, please see Annex D.

2. Criteria for the First Track

The **eligibility or requirements of FRs, and/or FVEs, and their families** in the programs enumerated under Section VI.1 of this Guidelines shall be in consonance with existing laws and policies, to wit:

Pantawid Pamilyang Pilipino Program

- To be eligible, FRs and/or FVEs must have certified true copy (CTC) of JAPIC Certification by the AFP units or TFBL, and must be endorsed by the E-CLIP Committees of LGUs.
- Any valid government issued ID (Annex H) or ID/ Certification issued by the barangay of the FR/FVE may also be presented as one of the supporting documents, if available.
- FRs and/or FVEs and their families must be included in the Listahanan as the standardized targeting system or until a new standardized targeting system is adopted by the government, pursuant to Rule V. Selection of Qualified Households and Criteria for Eligibility stipulated in the IRR of Republic Act No. 11310 (The Pantawid Pamilyang Pilipino Program Act)
- The family has to have at least one (1) child aged 0-18 years old, or has a pregnant member at the time of registration
- FRs and/or FVEs and their families must be willing and committed to comply with the program conditionalities under RA No. 11310 and its IRR.
- Families already enrolled in the Pantawid may no longer be enrolled as a new beneficiary. However, those who have inactive status may be reactivated and updated especially if there are additional/new family members who are eligible in the program who need to be included / added.

Assistance to Individuals in Crisis Situation

- The provision of AICS services is pursuant to DSWD MC. No. 11 s. 2019 (Revised Guidelines on the Implementation of Assistance to Individuals in Crisis Situation).
- FRs, and/or FVEs and their families must be endorsed by the E-CLIP Committees of LGUs.
- FRs, and/or FVEs must present their certified true copy (CTC) of JAPIC Certification by the AFP units or TFBL, to avail of the AICS. In addition, taking into consideration the peculiarities of their circumstances, documentary requirements for assistance indicated in DSWD MC. No. 11 s. 2019 may be modified for FRs and/or FVEs, per assessment of the social workers concerned.
- Any valid government issued ID (Annex H) or ID issued by the barangay of the FR/FVE as one of the supporting documents, if available.
- The provision of financial and material assistance to FRs, and/or FVEs, and their families shall be based on the assessment and recommendation of the LSWDO and the Department's social workers, duly approved by its authorized officials.

- The types and rates of assistance for FRs and/or FVEs shall be based on the parameters indicated in DSWD MC No. 11 s. 2019 and its subsequent amendments, if any.

Sustainable Livelihood Program

- Eligible FRs and/or FVEs may be provided with Livelihood Settlement Grants (LSG) amounting to a maximum of Twenty Thousand Pesos (P20,000.00) each.
- The LSG will be provided on a per family basis with one or more FRs and/or FVEs who are at least 18 years old and with JAPIC Certification. In case the FR and/or FVE representing the family is 16-17 years old, a consent from the legal guardians or parents must be submitted/presented.
- Only FRs and/or FVEs that have certified true copy (CTC) of JAPIC Certification by the AFP units or TFBL, were endorsed by the E-CLIP Committee, passed the above eligibility criteria and successfully underwent the processes as stipulated in the revised **Annex G** of this guidelines may be provided with LSG.
- Any government-issued ID (Annex H) or identification documents of the FR/FVE (Annex H.1.) or his/her representative should be presented during the releasing of LSG.
- FRs and/or FVEs who are not eligible to avail the cash grants under Pantawid Familyang Pilipino Program due to the absence of 0-18 year old children or pregnant members in the family may be entitled to assistance under the Sustainable Livelihood Program based on existing guidelines.

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3. Second Track: Community Resiliency Program

3.1. DSWD Field Offices shall coordinate with the Regional Task Force, and the LGU concerned for the implementation of programs and projects in the CVAs to ensure no duplication of funds and projects.

3.2. Programs that shall be implemented in CVAs as needed include, but are not limited to, the following:

- Payapa at Masaganang Pamayanan (PAMANA) Program
- Kalahi-CIDSS NCDDP
- Sustainable Livelihood Program (SLP)
- Protective Service
- Disaster Risk Response and Rehabilitation
- Assistance to Communities in Need
- Recovery and Reintegration Program for Trafficked Persons
- Supplementary Feeding Program
- Social Pension
- Pantawid Familyang Pilipino Program
- Cash for Work

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4. Monitoring and Evaluation

4.1. To ensure compliance to this AO and for progress monitoring, reporting shall be as follows:

- **Monthly Reports.** EO 70 Regional PFPs shall prepare monthly reports on EO 70 implementation using the prescribed enhanced monthly reporting form (revised Annex F). This will include details on assistance provided to FRs, FVEs

and their families, community resiliency, DSWD Activities and FO participation in the RTF-ELCAC.

EO 70 RFPs shall review and consolidate the reports of the Regional PFPs and submit the same through a Memorandum signed by the Regional Director to the Office of the Undersecretary for Inclusive and Sustainable Peace (OU-ISP) every 5th day of the succeeding month.

The OU-ISP will prepare the national consolidation for these reports, for submission to the NTF-ELCAC and the different National Clusters/ Lines of Efforts, copy furnish concerned DSWD Offices, Bureaus, Services, and Units.

■ **Quarterly Reports.** xxx

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Submission of the quarterly reports shall follow the prescribed timeline of the HPMES pursuant to DSWD AO 8 s. 2019. (Please see revised Annex E for Simplified HPMES Results Matrix).

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VIII. INSTITUTIONAL ARRANGEMENTS

A. DSWD Central Office / Operations

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10. Social Technology Bureau (STB)

- b. Enhance or identify appropriate interventions for FRs and FVEs (men and women) and Children in Situations of Armed Conflict (CSAC/CIAC).

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B. DSWD Field Offices / Support to the Operations

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4. Provide technical assistance to appropriate LSWDOs, specifically on, but not limited to, case management of FRs and FVEs and their families.

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C. Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) Ministry of Social Services and Development (MSSD)

1. Perform duties and responsibilities in the implementation of EO 70 for beneficiaries within their jurisdiction;
2. Coordinate closely with the DSWD Central Office (CO) and Field Offices (FO) in the facilitation of requests of DSWD interventions or programs for EO 70; and
3. Coordinate closely with the local E-CLIP Committee for the endorsement of beneficiaries to BARMM-MSSD or DSWD Field Offices, as necessary;

IX. Funding

Funds shall be charged to the EO 70 budget allocated for the Department, and to the regular funds of the programs and services, as needed.

Thereafter, the participating OBSUs/FOs and the BARMM MSSD shall include in their respective annual budget proposals the budgetary requirements for their respective commitments in the implementation of EO 70.

X. Repealing Clause

All issuances, orders, rules and regulations or parts thereof that are inconsistent with the provisions of this memorandum circular are hereby repealed, amended, or modified accordingly.

Provisions of this Memorandum Circular may likewise be repealed, amended or modified subject to the issuances and directives of the President.

XI. Effectivity

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 Memorandum Circular shall take effect immediately upon signing and supersedes previous issuances inconsistent herewith.

Signed in Quezon City, Metro Manila, Philippines.



ROLANDO JOSELITO D. BAUTISTA

Secretary

Date: FEB 15 2022

Cert. True Copy:

16 FEB 2022

MYRNA H. REYES

OIC-Division Chief

Records and Archives Mgt. Division

ANNEX B

CONFIDENTIAL

Form 1 - REFERRAL FOR SERVICE

Instructions	This form should be accomplished when referring client for services not provided by own agency. Be specific on what services are requested.
Note	As the RefA, please be reminded to attach appropriate documents to the RecA to complete the referral. Seal the envelope containing this form and the documents, and then give this to the client to bring to RecA. After completing this form, fill up the Referral Registry (Form 6).

Case No. _____

To _____

Address _____

Contact Person _____

Name of Client _____

Age _____ Sex _____ Address _____

Barangay _____ Municipality _____ Province _____

Person with disability: _____ YES _____ NO | Type of disability, if applicable: _____

Indigenous People: _____ YES _____ NO | Ethnicity, if applicable: _____

Solo parent: _____ YES _____ NO Pregnant: _____ YES _____ NO _____ N/A

Name of Family/Guardian _____ Contact No. _____

Address _____

Family Background:

Reason/s for Referral

Specific Service/s Requested

Please refer to attached report/ intake form/case summary for more information.

Feedback requested and sent to:

Referring Party/Agency

Address _____

Active Cell Phone No. _____ Landline No. _____

Email address: _____ Fax No. _____

Contact Person _____

Referred by:

Signature over Printed Name

Designation

Date Accomplished

ANNEX C

CONFIDENTIAL

Form 2 - REFERRAL FEEDBACK FORM¹

Instructions	This form should be completed by the receiving agency (RecA) after provision of requested services which must be forwarded to the referring agency (RefA). The inclusive dates of provision are needed both at the initial contact and the succeeding services. The last column is to be filled up only by the case manager of client. This form may be given to the client in a sealed envelope or sent to the RefA through courier or other means.
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Case No. _____

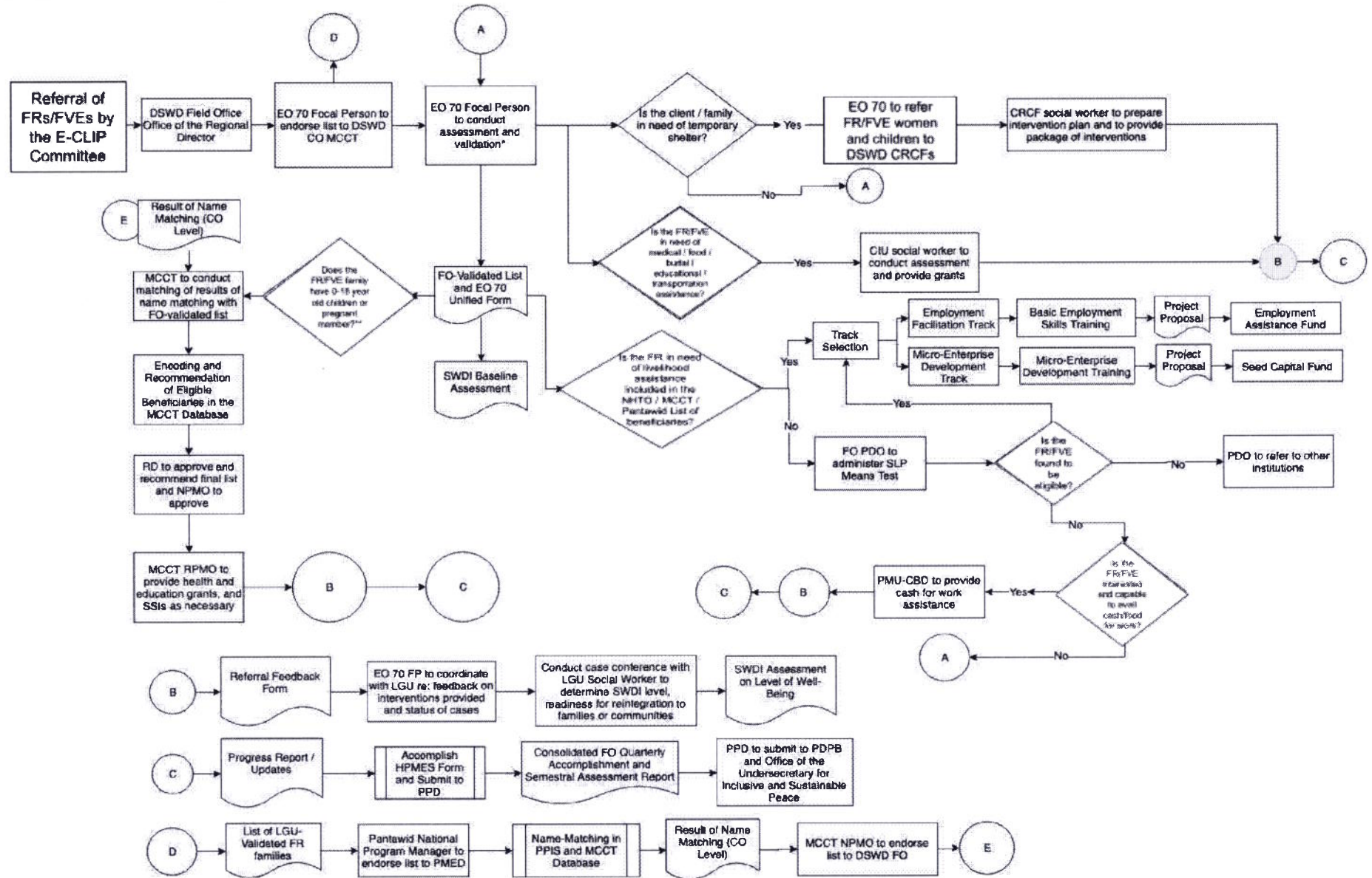
Date _____

Name of Client:	Age:	Sex:	Address:
Date referred:	Referred to:		

Service/s requested	Service/s provided	Names of service provider/s and designation	Inclusive dates of provision		Other pertinent information such as problem/s encountered	Client's satisfaction feedback (Only for case managers)
			Initial	Update		

¹ To be provided to referring agency/organization and the coordinating agency/organization

ANNEX D - Flowchart of Provision of Services to FRs and FVEs



*Validation includes presence of 0-18 year old children / pregnant family members, services provided by different agencies, and livelihood assessment (to include if additional funds for livelihood is necessary). In such cases, additional services may be provided in cases where the cause of closure of enterprises is due to (1) disaster, (2) family crisis, (3) epidemic, (4) other cases deemed valid by the Social Worker / Project Development Officer

**Eligibility criteria of MCCT are: 1) The family has at least one (1) 0-18 year old child and/or pregnant member at the time of registration not included in Regular CCT; 2) The family's poverty scores cannot be determined by NHTS' Proxy Means Test; 3) The family must be willing and committed to comply with the program conditionalities.

Objective/ Program/ Sub-Program/ Performance Indicator	Unit of Measure	PHYSICAL TARGET	PHYSICAL ACCOMPLISHMENT					FINANCIAL ACCOMPLISHMENT	REMARKS (indicate if HH or if there are other important notes)	NOTES
			Total Nr of Benes	Minor Male	Minor Female	Adult Male	Adult Female			
Psychosocial services	Individuals									
Number of children in CVAs provided with health and nutrition interventions through the Supplementary Feeding Program	Children									
Number of beneficiaries in conflict-affected and -vulnerable communities referred to access services on shelter or housing	Individuals									Indicate the figure/number of individuals (sex and age disaggregated) in CVAs who received the following interventions
Number of assisted beneficiaries in conflict-affected and -vulnerable communities covered under Closure Program (PAMANA)	Individuals									
Number of victim-survivors of human trafficking served by Social Service Attache from conflict-affected and -vulnerable communities	Individuals									
Number of Internally Displaced Individuals (IDPs) came from conflict affected areas served as reported by the Processing Center for Displaced Persons (PCDP)	Individuals									
Number of beneficiaries in KC-PAMANA conflict-affected barangays (CAB) participated in paid labor component during sub-project implementation	Individuals									
Number of SLPAs trained in technical-vocational training necessary in setting-up their micro-enterprise	Individuals									
(b) Percentage of the households CVAs who have received social protection interventions										Formula: Total number of households in CVAs who received DSWD assistance over total number of households in CVAs x 100
b.1. Total number of households in CVAs										Indicate the total number of households in CVAs in the Total nr of benes column
b.2. Number of households in CVAs who have received social protection intervention										Summation of the number of individuals in CVAs who received DSWD interventions
Number of households in CVAs who are 4Ps beneficiaries	HH									Indicate the total number of households in CVAs who received the following interventions
Number of households in CVAs provided with food and non-food assistance by DRMB	HH									
Number of households in CVAs provided with cash-for-work by DRMB	HH									
Number of beneficiaries in conflict-affected and -vulnerable communities provided with Emergency Shelter Assistance (ESA)	HH									
Number of households in conflict-affected and -vulnerable communities that received cash-for-work under Climate Change Adaptation and Mitigation Program	HH									
Number of households in CVAs provided with livelihood settlement grants by the SLP	HH									
(c) Percentage of Associations in CVAs who have received social protection interventions										Formula: Total Number of Assisted SLPAs / Total Number of SLPAs in CVAs x 100
c.1. Total Number of SLPAs										Indicate the total number of SLPAs in CVAs
c.2. Total Number of SLPAs in CVAs who have received social protection interventions										Indicate the total number of SLPAs who received social protection services in CVAs
Number of SLPAs trained in technical-vocational training necessary in setting-up their micro-enterprise	Associations									Indicate the figure/number of SLPAs in CVAs who received the following interventions
Number of SLPAs in the CVAs provided with livelihood assistance by the SLP	Associations									
DSWD EO70 Output Statement 2.1. Capacities of DSWD as an institution as well as its intermediaries improved along service delivery										
Percentage of Social Welfare and Development Agencies (SWDAs) within Conflict-Affected and Vulnerable Areas (CVAs) with sustained compliance as to the set standards										
a. Registered, Licensed and Accredited (SWDAs) in CVAs										Formula: Number of Registered, Licensed and Accredited SWDAs in CVAs/ total SWDAs in CVAs x 100
b. Registered and Licensed Social Welfare Agencies (SWAs)										Formula/ Number of Registered and Licensed SWAs in CVAs/ total SWAs in CVAs x 100
c. Registered Auxiliary Social Welfare Agencies (SWAs)										Formula: Number of Registered Auxiliary SWAs in CVAs/ total SWDAs in CVAs x 100
DSWD EO70 Outcome Statement 3: Conflict-affected and -vulnerable communities are resilient against communist exploitation										
Percentage of CVAs reached by DSWD awareness programs/activities increased			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		1. CVAs refer to barangays which are included in the list provided by the NTF-ELCAC and/or OPAPP 2. OUTCOME INDICATORS WILL NOT BE MEASURED QUARTERLY. This indicator will be filled out ANNUALLY (by January 2022). 3. Formula: Number of CVAs reached by DSWD awareness programs/ total number of CVAs x 100

Objective/ Program/ Sub-Program/ Performance Indicator	Unit of Measure	PHYSICAL TARGET	PHYSICAL ACCOMPLISHMENT					FINANCIAL ACCOMPLISHMENT	REMARKS (indicate if HH or if there are other important notes)	NOTES
			Total Nr of Benes	Minor Male	Minor Female	Adult Male	Adult Female			
Number of CVA reached by DSWD awareness programs										
<i>DSWD EO70 Output Statement 3.1 Participation of conflict-affected and -vulnerable communities on all matters that affect them</i>										
Percentage of conflict-affected and -vulnerable communities participated in Local Task Force to End Local Communist Armed Conflict Activities	Barangays									Priority barangays: FOR DISCUSSION
Program Level Indicators										
Number of social marketing materials that promote DSWD programs and address grievances										Data from SMS
Number of materials developed for community-based awareness on communist terrorist groups (eg Modules, Brochures, Session guide, IEC materials including Social Media Posts)	IEC Materials/modules									Data from SMS
Number of beneficiaries in KC-PAMANA CAB participated in capacity-building/training and become community volunteers	Individuals									Data from KC

Notes:

1. For outcome indicators, baseline data will be gathered at present. This will be the point of reference/ comparison for indicating if level of well-being or level of access has improved.
2. For indicators which cannot be determined yet, kindly put NA

ANNEX F

E-CLIP AND AMNESTY PROGRAM CLUSTER (EAP CLUSTER)															
TRACK 1: PROVISION OF ASSISTANCE FOR FORMER REBELS, FORMER VIOLENT EXTREMISTS, AND THEIR FAMILIES															
PROGRAM/ INTERVENTION	BRGY/ MUNICIPALITY	NR OF FRs				NR OF FAMILY BENES (INDIV.) *	NR OF FVEs				NR OF FAMILY BENES (INDIV.) *	TOTAL NO. OF BENES		AMOUNT	REMARKS
		ADULT FEMALE	ADULT MALE	MINOR FEMALE	MINOR MALE		ADULT FEMALE	ADULT MALE	MINOR FEMALE	MINOR MALE		FR	FVE		
AICS															
COMMUNITY-BASED															
FOOD AND NON- FOOD ITEM															
CASH FOR WORK															
FOOD FOR WORK															
SLP-LSG															
4PS															
SOCIAL PENSION															
RRPTP															
AUXILIARY SERVICES															
CRCF															
DRRR															
SAP															
OTHER PROGRAMS/ SERVICES															
TOTAL															

BASIC SERVICES CLUSTER						
TRACK 2: PROVISION OF ASSISTANCE FOR INDIVIDUALS AND HOUSEHOLDS IN CONFLICT-AFFECTED AND VULNERABLE AREAS						
PROGRAM/ INTERVENTION	BRGY/ MUNICIPALITY	NR OF INDIVIDUALS	NR OF HOUSEHOLD S	TOTAL BENES	AMOUNT	REMARKS
AICS						
ACN						
FOOD AND NON- FOOD ITEM						
CASH FOR WORK						
FOOD FOR WORK						
REGULAR SLP						
SLP-CVA						
4PS						
DRRR						
KALAH-CIDDS IP-CDD						
KALAH-CIDDS NCDDP						
SUPPLEMENTARY FEEDING PROGRAM						
SOCIAL PENSION						
RRPTP						
AUXILIARY SERVICES						
CRCF						
SAP						
OTHER PROGRAMS/ SERVICES						
TOTAL						

POVERTY REDUCTION, LIVELIHOOD AND EMPLOYMENT CLUSTER (PRLEC)							
PROVINCE	BRGY/ MUNICIPALITY	PROGRAM INTERVENTI ON	DATE START	DATE FINISH	NUMBER OF BENES	TYPE OF BENES	FUND
						FR/MB/CVA	

OTHER RTF-ELCAC RELATED ACTIVITIES										
DATE	TASK FORCE/ CLUSTER	ACTIVITY	VENUE/ ADDRESS	AGENDA/ TOPICS DISCUSSED	DELIVERABLE S	AGREEMENTS	REMARKS	DSWD ATTENDEE/S	POSITION	UNIT

ISSUES AND CONCERNS			
ISSUES AND CONCERNS	RECOMMENDATI ON	NEXT STEPS	REMARKS

ANNEX G

IMPLEMENTING PROCEDURES FOR THE PROVISION OF LIVELIHOOD ASSISTANCE TO FORMER REBELS, FORMER VIOLENT EXTREMISTS, AND INDIVIDUALS/FAMILIES IN THE CONFLICT-VULNERABLE AND AFFECTED AREAS

I. PROVISION OF LIVELIHOOD SETTLEMENT GRANTS TO FORMER REBELS AND FORMER VIOLENT EXTREMISTS

A. DESCRIPTION

The **Livelihood Settlement Grants (LSG)** is a financial assistance directly provided to each eligible Former Rebel (FR) and Former Violent Extremist (FVE) to support the establishment or continuity of their livelihoods or economic activities in their communities.

The **LSG** can be used as a seed capital to start-up new or existing feasible and viable micro-enterprises or purchase of inputs or starter kits needed for the identified micro-enterprises **and/or** for employment-related activities such as securing employment requirements, registration fee for technical-vocational skills training and augmentation for transportation expenses (meals and fare) at least during the 1st month of employment. It is highly recommended that guaranteed employment must be identified in which the LSG will be used.

The **LSG** is a mechanism that augments or complements other interventions of member-agencies of the Poverty Reduction, Livelihood and Employment Cluster (PRLEC).

B. DEFINITION OF TERMS

1. **Grant Utilization Plan (GUP)**- A document that details the specific components of the micro-enterprises which includes all the necessary materials, inputs and other operational costs or employment needs. The GUP determines how much shall be funded by the LSG and the possible counterpart by the grantee or other stakeholders. The GUP shall be signed by the grantee (FR/FVE) and reviewed and endorsed by the Project Development Officer (PDO) of Sustainable Livelihood Program (SLP).
2. **Individual Grant Proposal (IGP)**- A document which details the various components of the micro-enterprise or employment that is proposed for funding through the LSG. The IGP should be signed by the PDO as the one who

prepared, the Regional Program Coordinator (RPC) of SLP Regional Program Management Office (RPMO) and the Regional Director (RD) or Officer-in-Charge of the DSWD Field Office.

C. COST PARAMETER

The **maximum amount** of LSG that each eligible FR or FVE may receive is **Twenty Thousand Pesos (Php 20,000.00)**.

D. FUND SOURCE

The provision of LSG to each of the eligible FR or FVE shall be funded against SLP-General Appropriations Act (GAA) or from any other fund sources.

E. ELIGIBLE RECIPIENTS

The LSG will be provided on a per family basis with one or more FRs and/or FVEs who are at least 18 years old and with JAPIC Certification. In case the FR and/or FVE representing the family is 16-17 years, a consent from the legal guardians or parents must be submitted.

Only FRs and/or FVEs that have certified true copy (CTC) from the AFP units or TFBL or original JAPIC Certification, were endorsed by the E-CLIP Committee, passed the above eligibility criteria and successfully underwent the processes as stipulated in the Annex G of this guidelines may be provided with LSG.

F. IMPLEMENTATION PROCESS

1. Project Proposal Preparation

- a. The assigned Project Development Officer (PDO) of the DSWD Field Office shall conduct a 1-2 hours orientation on the processes to be undertaken in the provision of LSG.
- b. After the orientation, the PDO shall facilitate the preparation of Individual Grant Proposal (IGP) with the Grant Utilization Plan (GUP);
- c. The GUP shall be signed by the FR/FVE and endorsed by the PDO while the IGP shall be prepared by the PDO;
- d. The other signatories of the IGP are the Regional Program Coordinator of the SLP Regional Program Management Office (RPMO) as the one who reviewed it and endorsed for approval and the Regional Director or his/her Officer-in-Charge (OIC) as the one who approves the IGP; and
- e. The attachments to the IGP are the signed GUP, original copy or Certified True Copy (CTC) of the Joint AFP-PNP Intelligence Committee (JAPIC)

Certification certifying the legitimacy of the FR or FVE, and the E-CLIP Committee endorsement.

2. Project Proposal Review and Approval

- a. The submitted IGP with the GUP shall be reviewed by the SLP- Regional Program Management Office prior to the approval of the Regional Director or his/her OIC. Once approved, it shall undergo usual processing prior to disbursement.
- b. For efficiency purposes, the IGPs may be consolidated into a Mother Grant Proposal (MGP) to be prepared by the PDO, reviewed and recommended by the RPC of SLP-RPMO and to be approved by the Regional Director or his/her OIC.

3. Grant Releasing

- a. The LSG shall be directly released to each of the FR or FVE;
- b. The LSG may be released through cash or individual check following the existing government auditing and accounting rules and procedures;
- c. Pertinent documents relative to the disbursement such as disbursement vouchers or cash assistance payroll shall be properly accomplished and secured which shall be attached to the liquidation report;
- d. The only authorized person to receive the grant is the one whose name is in the approved grant proposal. In the absence of the authorized person, an "authorization" bearing the name, signature, and a photocopy of the identification card of the said person shall be presented by the representative. Only the legal-aged member of the family is allowed to receive the grant on behalf of the grantee; and
- e. Any government-issued ID or identification documents of the FR/FVE or his/her representative should be presented during the releasing of the LSG.

4. Project Implementation, Technical Assistance and Monitoring

- a. The PDO and/or LGUs, in coordination with other ELCAC Clusters, shall conduct a project monitoring visit/activities at least one (1) month or earlier after the release of the LSG to each of the grantees and thereafter. The aim of the monitoring visit is to check the status of the project and determine if there are needs of the grantees that would help them better manage their enterprises. The PDO may directly coordinate with the partners/stakeholders relative for possible assistance or support that they can extend to the grantees;
- b. The PDO shall provide report on the conducted monitoring to the Regional Program Coordinator of SLP-RPMO; and
- c. The SLP-RPMO shall provide status report on the funded projects to the SLP-NPMO on a monthly basis or as need arises.

- d. After one (1) year of providing LSG, the FRs or FVEs may be provided with additional livelihood assistance from SLP following its regular implementation process subject to assessment and availability of funds.

II. PROVISION OF LIVELIHOOD ASSISTANCE TO INDIVIDUALS/FAMILIES IN THE CONFLICT-VULNERABLE AREAS AND/OR CONFLICT-AFFECTED AREAS

1. The FO may provide livelihood assistance to individuals or families in the conflict-vulnerable/affected areas (CVAs/CAAs) provided that these areas are in the list of and endorsed by the Regional/Provincial Task-Force to End Local Communist Armed Conflict (R/PTF-ELCAC) or its authorized sub-cluster;
2. The FO should assess the endorsed CVAs/CAAs to avoid duplication of assistance within SLP;
3. Each CVA/CAA may be provided with livelihood grants amounting to a maximum of PhP 300,000.00;
4. The primary mode of intervention in the CVAs/CAAs should be through the organization of SLP Associations (SLPAs) following the processes of DSWD's Memorandum Circular No. 22 series of 2019 otherwise known as the "Comprehensive Guidelines on the Implementation of the Sustainable Livelihood Program (SLP)". If this mode of intervention is pursued, each CVA/CAA may have at least one (1) SLPA to be organized. However, if in case the City/Municipal or Barangay Local Government Unit recommends that additional SLPA should be organized, this could be undertaken but the total livelihood grants for all the SLPAs should not exceed to PhP 300,000.00;
5. The other mode of intervention is through the households wherein the assistance is not provided to the SLPAs. If this mode of intervention will be pursued, the processes should be based on DSWD's Memorandum Circular No. 22 series of 2019 or any other applicable guidelines. For this mode of intervention, the total amount of assistance to all of the household beneficiaries should not exceed to PhP 300,000.00; and
6. If applicable, the mode of interventions could be a mix of items 3 and 4 above but the total amount of assistance should not exceed PhP 300,000.00.

The concerned DSWD Undersecretary may issue a memorandum, if needed, to expound the processes in the provision of livelihood assistance to FRs, FVEs and to the CAAs/CVAs.

ANNEX H - LIST OF GOVERNMENT ISSUED VALID ID

The acceptable IDs include Passport, Driver's License, SSS, UMID, GSIS e-card, Postal, Integrated Bar of the Philippines (IBP), OWWA, Seaman's books, Senior Citizen, 4Ps, TIN, PhilHealth, PWD and Solo Parent, while the secondary IDs include PSA authenticated Birth Certificate, Barangay Clearance, NBI Clearance, and other issued documents with name and complete address.

ANNEX H.1. - IDENTIFICATION OF DOCUMENTS OF FR/FVE

- a. In case that the FR is not available on the date of the release of LSG in which authorized representative may receive the grants, the following documentary requirements must be presented by the authorized representative:
 - i. Signed authorization of the FR for his/her representative
 - ii. The representative's and FR's valid ID which shall bear at least the name, signature and complete address.
 - iii. The acceptable IDs include Passport, Driver's License, SSS, UMID, GSIS e-card, Postal, Integrated Bar of the Philippines (IBP), OWWA, Seaman's books, Senior Citizen, 4Ps, TIN, PhilHealth, PWD and Solo Parent, while the secondary IDs include PSA authenticated Birth Certificate, Barangay Clearance, NBI Clearance, and other issued documents with name and complete address.

- b. In case that the FR died before the releasing of the LSG, the only authorized representative shall be relative within the 1st level of consanguinity such as husband or wife or children. The representative must present the following:
 - i. Copy of the Death Certificate issued by PSA.
 - ii. The representative's valid ID and at least one (1) document to establish his/her relationship with the deceased FR.
 - iii. In case there is no available Death Certificate, notarized affidavit indicating the details of death of the FR.
 - iv. In case the representative has no valid ID and document showing his/her relationship with the deceased FR, notarized affidavit indicating all the needed details.
 - v. In case that the deceased FR is single and living alone or married but has no other family members to claim, the LSG shall be forfeited.

- c. In case the name of the FR indicated in the payroll is inconsistent with the IDs presented, the FR should present a notarized affidavit indicating that his or her name as indicated in the Payroll and the ID presented is one and the same; and

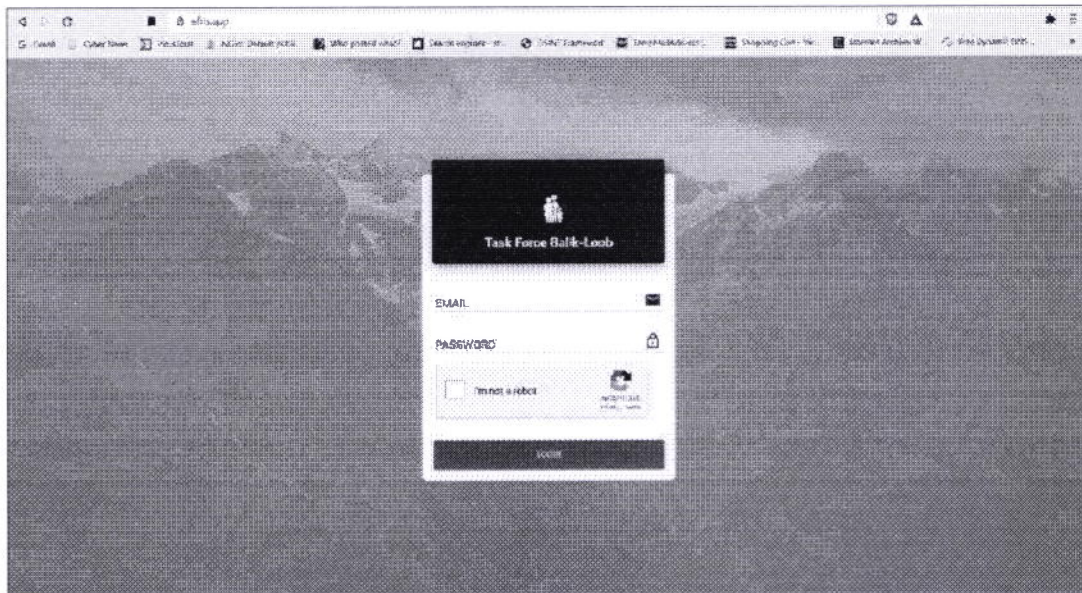
- d. In case that the FR has no valid ID and in consideration to security concerns in which access to other documents as mentioned above may not be feasible, the original or certified true copy of the JAPIC certification will suffice to be attached as documents. However, for the authorized representative, signed authorization from the FR and at least one (1) identification document should be presented.

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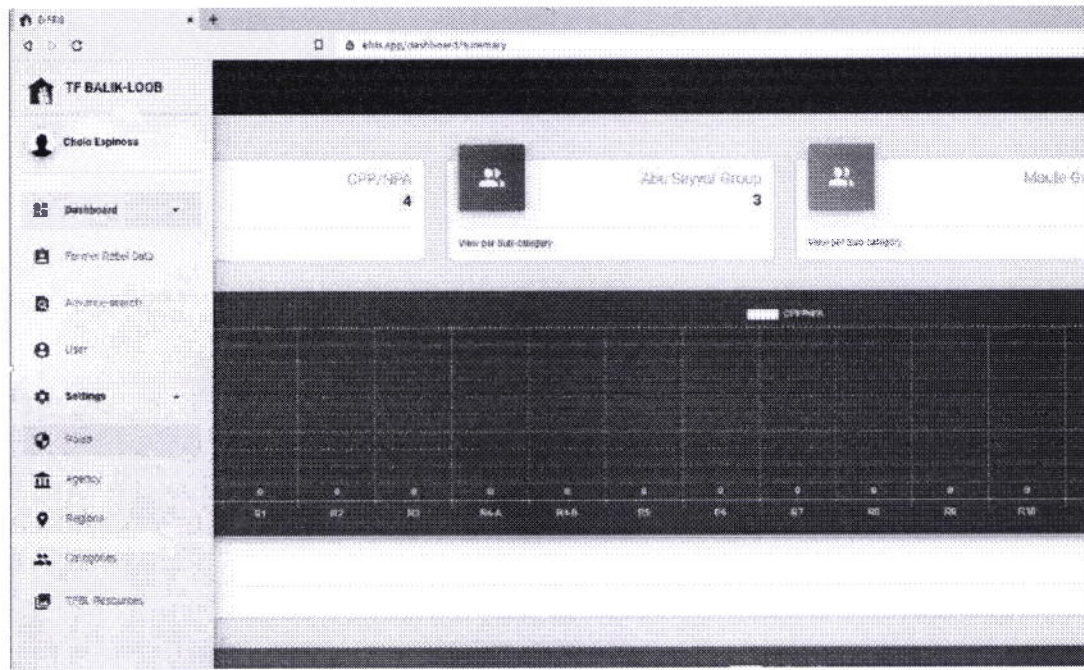
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LOGGING IN

1. Type an **EMAIL / USER NAME** and **PASSWORD**.
2. Click the **I'm not a robot** CAPTCHA check box.
3. Once validated.
4. Click **LOGIN** to proceed.



MENU, TOOLBAR & ICONS

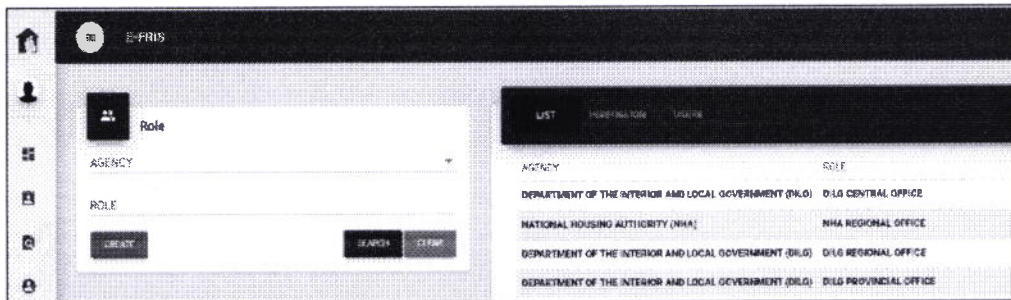
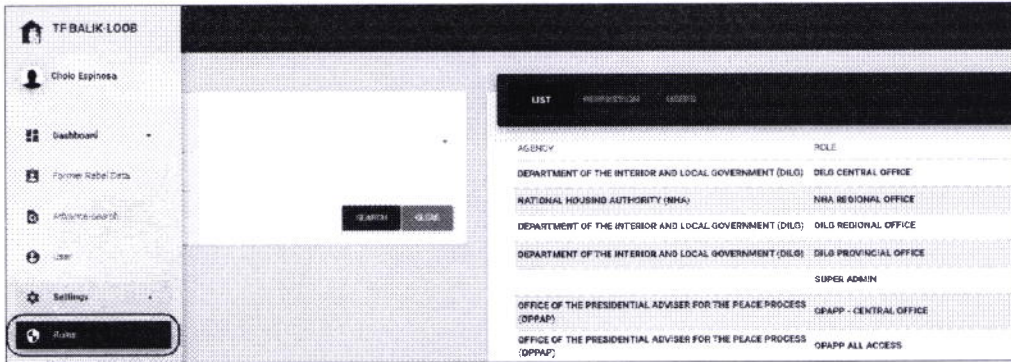


REMINDER:

**ALWAYS SEARCH BEFORE ADDING
A NEW RECORD**

Adding/Searching ROLES

1. On the Menu, Click **Settings** then **Roles**



2. Select from the **AGENCY** drop down list.
3. Click **SEARCH** to view list of agency's created roles.
4. If in the displayed list, click on the Role record then proceed to step 6.
5. Else, click **CREATE** to add a new record
6. Type/edit Role details.

Add Role

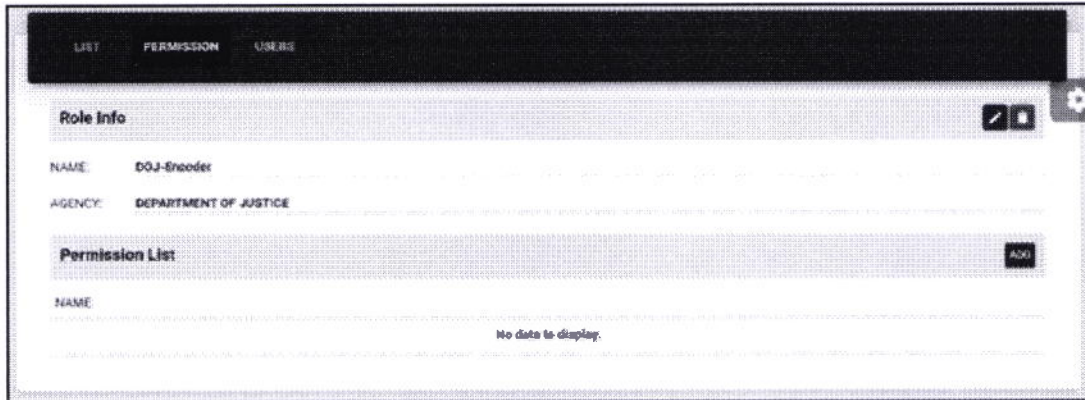
AGENCY: DEPARTMENT OF JUSTICE

ROLE: DOJ-Encoder

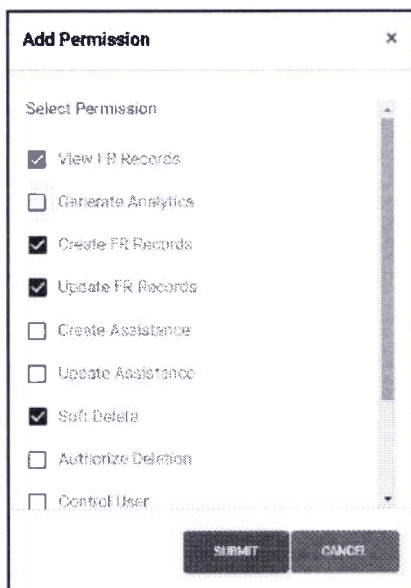
SUBMIT CANCEL

7. Click **SUBMIT** to save record.

8. To add/edit Role Permission, click on the PERMISSION tab.

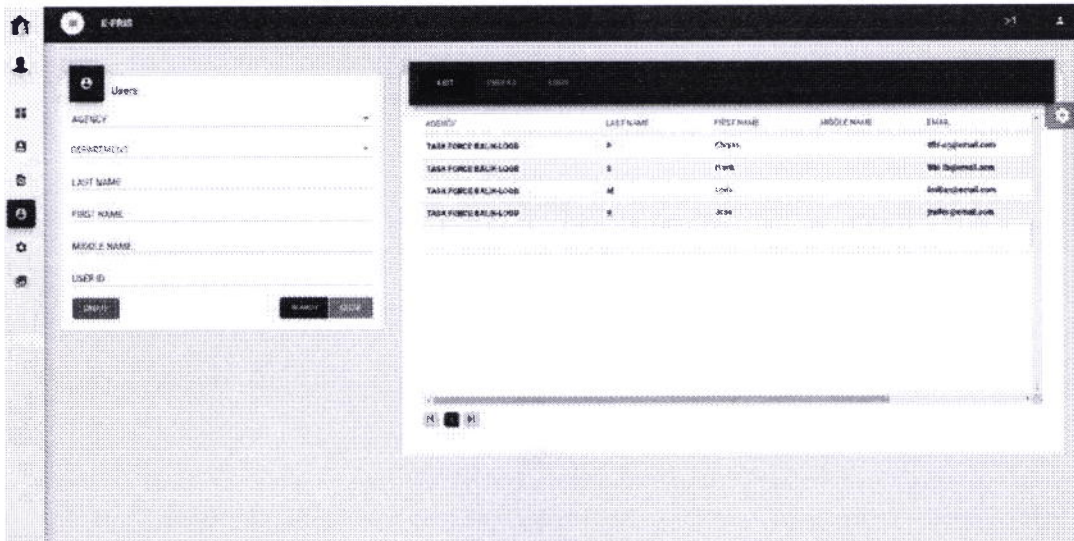


9. Tick on the Permission(s) to be granted to the Role.

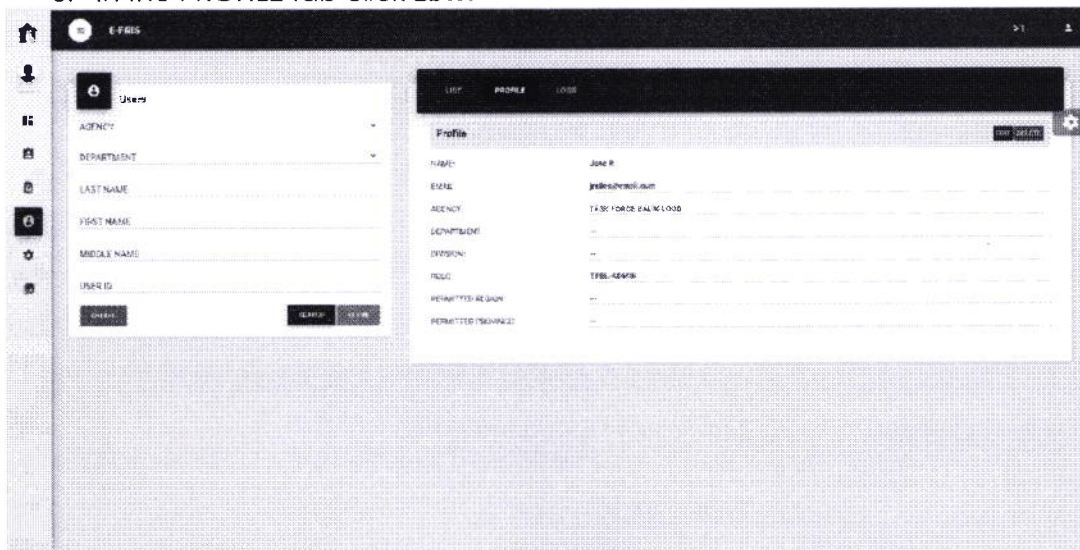


Adding/Searching USERS

1. On the Menu, Click **User**
2. Select from the **AGENCY** drop down list.
3. Click **SEARCH** to view list of agency's created users.
4. If in the displayed list, click on the USER record then proceed to step 6.
5. Else, click **CREATE** to add a new record



6. In the PROFILE tab click **EDIT**.



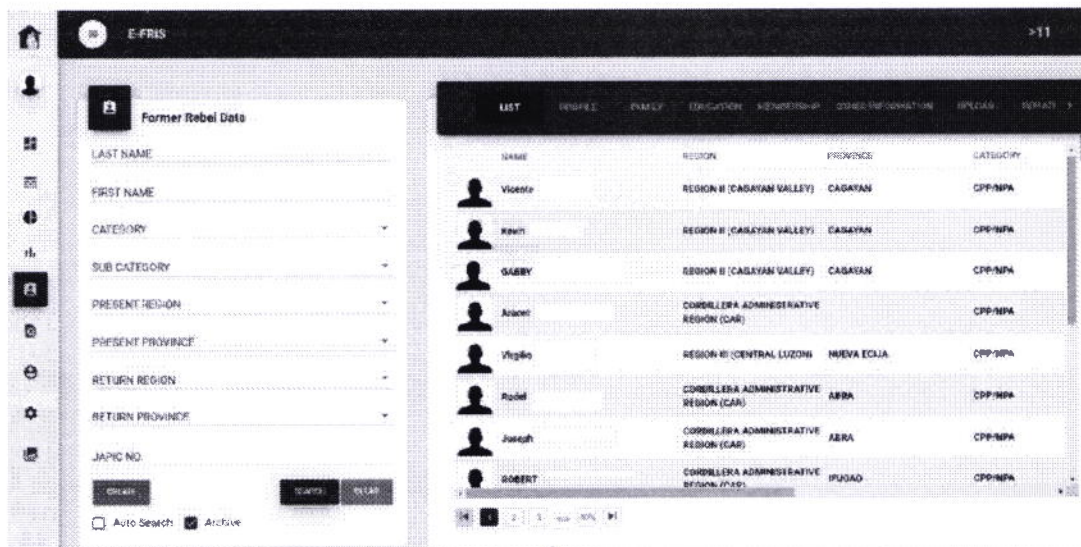
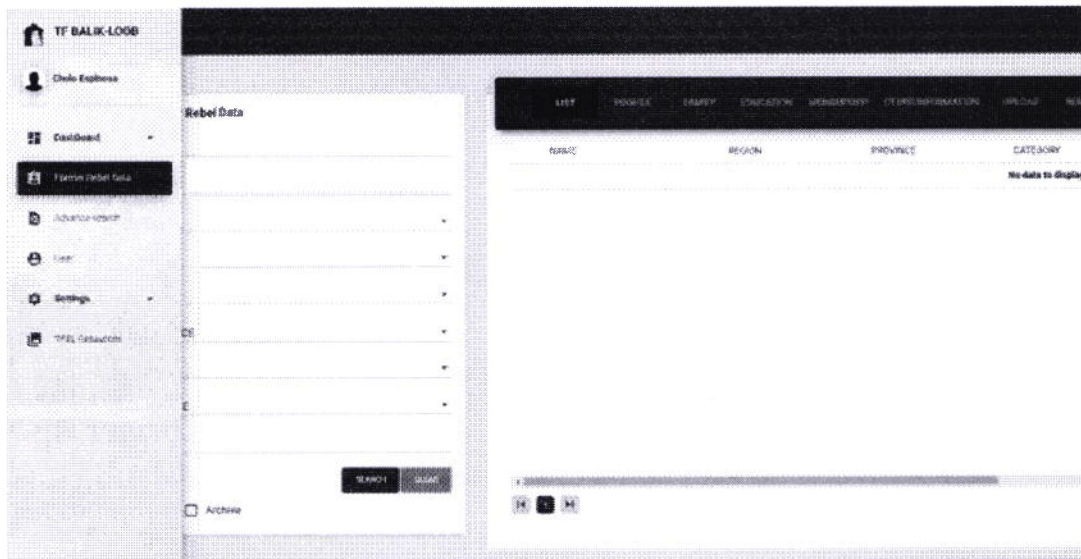
7. Edit USER details.
8. Click SUBMIT to save changes.

Edit User ✕

LAST NAME R	FIRST NAME Jose	MIDDLE NAME
AGENCY TASK FORCE BALMIG LOOB ▾	DEPARTMENT ▾	DIVISION ▾
ROLE TFBL-ADMIN ▾	REGION ▾	PROVINCE ▾


Adding/Searching FORMER REBEL DATA

1. On the Menu, Click **Former Rebel Data**.
2. Select from the **AGENCY** drop down list.
3. Click **SEARCH** to view list of agency's created users.
4. If in the displayed list, click on the USER record then proceed to step 7.
5. Else, click **CREATE** to add a new record




6. Enter the FR Profile data then click **SUBMIT** to save the record.

Profile ✕



ID PICTURE OF THE FR(FRONT VIEW)

UPLOAD PHOTO ▾



FULLBODY PICTURE(FRONT VIEW)

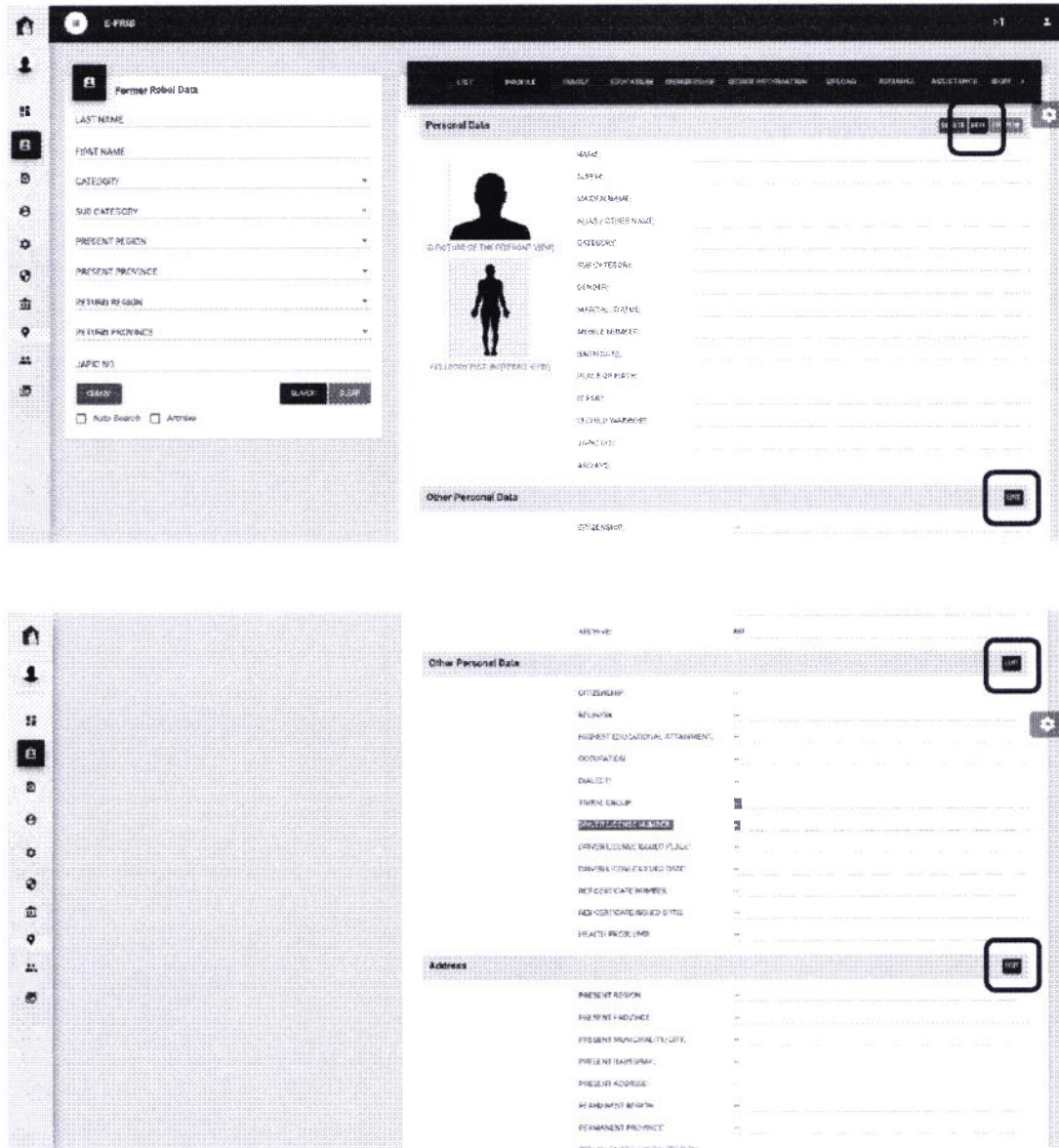
UPLOAD PHOTO ▾

LAST NAME	FIRST NAME	MIDDLE NAME
SUFFIX	MAIDEN NAME	ALIAS / OTHER NAME
CATEGORY ▾	SUB CATEGORY ▾	GENDER ▾
MARITAL STATUS ▾	MOBILE NUMBER	BIRTH DATE
IS CHILD WARRIOR NO ▾	ARCHIVE ▾	JAPIC NO.
IS PDR? No ▾	PLACE OF BIRTH	

SUBMIT CANCEL

7. To edit the FR data click the corresponding **EDIT** button.

PROFILE TAB



PROFILE FORMS

Edit Other Personal Data ✕

CITIZENSHIP <input type="text"/>	RELIGION <input type="text"/>	HIGHEST EDUCATIONAL ATTAINMENT <input type="text"/>
OCCUPATION <input type="text"/>	DIALECT <input type="text"/>	TRIBAL GROUP <input type="text"/>
DRIVE LICENSE NUMBER <input type="text"/>	DRIVE LICENSE ISSUED PLACE <input type="text"/>	DRIVE LICENSE ISSUED DATE <input type="text"/>
RES CERTIFICATE NUMBER <input type="text"/>	RES CERTIFICATE ISSUED DATE <input type="text"/>	HEALTH PROBLEMS <input type="text"/>

Edit Address ✕

PRESENT REGION <input type="text"/>	PRESENT PROVINCE <input type="text"/>	PRESENT CITY <input type="text"/>
PRESENT BARANGAY <input type="text"/>	PRESENT ADDRESS <input type="text"/>	
PERMANENT REGION <input type="text"/>	PERMANENT PROVINCE <input type="text"/>	PERMANENT CITY <input type="text"/>
PERMANENT BARANGAY <input type="text"/>	PERMANENT ADDRESS <input type="text"/>	

Edit Characteristics ✕

HEIGHT (CM) <input type="text"/>	WEIGHT (KG) <input type="text"/>	BUILD <input type="text"/>
HAIR <input type="text"/>	EYES <input type="text"/>	DISTINGUISHING MARK <input type="text"/>
COMPLEXION <input type="text"/>		

FAMILY TAB

Former Rebel Data

LAST NAME: _____

FIRST NAME: _____

CATEGORY: _____

SUB CATEGORY: _____

PRESENT PROVINCE: _____

RETURN REGION: _____

RETURN PROVINCE: _____

HARDY NET: _____

Auto Search Archive

Family Profile

Spouse

NAME: _____

ADDRESS: _____

Children

NAME: _____ DATE OF BIRTH: _____

No data to display

Father

FATHER'S NAME: _____

FATHER'S ADDRESS: _____

FATHER'S OCCUPATION: _____

Mother

MOTHER'S NAME: _____

MOTHER'S ADDRESS: _____

MOTHER'S OCCUPATION: _____

Sibling

NAME: _____ DATE OF BIRTH: _____ HOME ADDRESS: _____ OCCUPATION: _____

No data to display

FAMILY FORMS

Edit Spouse ✕

LAST NAME FIRST NAME MIDDLE NAME

SUFFIX

REGION PROVINCE MUNICIPALITY / CITY

ADDRESS

Add Child ✕

LAST NAME FIRST NAME MIDDLE NAME

SUFFIX AGE AGE AS OF

Edit Father ✕

LAST NAME FIRST NAME MIDDLE NAME

SUFFIX OCCUPATION

REGION PROVINCE MUNICIPALITY / CITY

ADDRESS

Edit Mother ✕

LAST NAME FIRST NAME MIDDLE NAME

SUFFIX OCCUPATION

REGION PROVINCE MUNICIPALITY / CITY

ADDRESS

Add Sibling ✕

LAST NAME FIRST NAME MIDDLE NAME

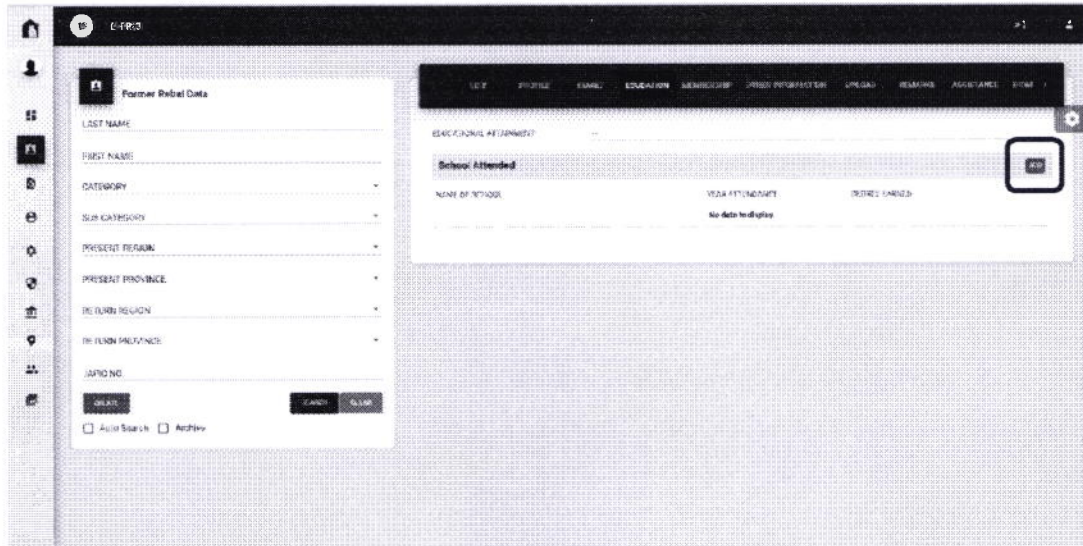
SUFFIX AGE AGE AS OF

OCCUPATION

REGION PROVINCE MUNICIPALITY / CITY

ADDRESS

EDUCATION TAB



EDUCATION FORM

Add Education x

NAME OF SCHOOL

YEAR ATTENDED FROM YEAR ATTENDED TO EDUCATION LEVEL / DEGREE EARNED

MEMBERSHIP TAB

The screenshot shows the EFRIS interface for the 'Membership' tab. On the left is a profile form for 'Former Rebel Dole' with fields for last name, first name, category, sub-category, present region, present province, return region, return province, and AMPC ID. On the right is a 'History of Membership in the Organization' section with several data points, each with a 'LIST' button:

- A. DATE OF RECRUITMENT**
- B. WHERE RECRUITED**
- C. CIRCUMSTANCES OF RECRUITMENT**
- D. REASON FOR LEAVING THE ORGANIZATION**
- E. MEMBERS OF THE RECRUITING** (Name, Position)
- F. STATUS OF PARTY MEMBERSHIP**
- G. CURRENT CATEGORY OF MEMBERSHIP IN THE ORGANIZATION**
- H. POSITIONS HELD IN THE ORGANIZATION (FROM RECRUITMENT TO PRESENT)** (Organization, Sub-category, Position, Area of Operations, Inclusive Dates)
- I. PARTY COURSES TRAINING UNDERTAKEN** (Inclusive Dates, Duration, Instructor)

This screenshot continues the 'History of Membership in the Organization' section from the previous image, showing the following data points with 'LIST' buttons:

- J. INVOLVEMENT IN TACTICAL OPERATIONS** (Date/Place of Tactical Operation, Unit Assigned, Approximate Unit Size/Involvement)
- K. LEADERSHIP POSITIONS HELD IN THE ORGANIZATION (FROM RECRUITMENT TO PRESENT)** (Name, Position, Area of Operations)
- L. MEMBERSHIP COLLECTIONS IN THE ORGANIZATION** (Name, Position, Area of Operations)
- M. DATE AND PLACE OF FIRST RETURN TO THE POLICE OF THE LAW** (Date, Age, Place)
- N. GOVERNMENT BODIES THAT FACILITATED THE RETURN OF THE AR TO THE POLICE OF THE LAW**
- O. PERSONALITIES WHO FACILITATED THE RETURN OF THE AR TO THE POLICE OF THE LAW** (Name)

The screenshot displays a web application interface with a vertical sidebar on the left containing navigation icons. The main content area is divided into two sections. The top section features a search filter with a dropdown menu set to 'NAME'. Below this, there are five rows of data, each with a search button on the right. The rows are labeled as follows:

- 1. SEARCH FILTER: NAME (dropdown menu)
- 2. PERSONALITIES AND FACILITIES THE RETURN OF THEIR TO THE HOLD OF THE LAW
- 3. PERSONALITIES AND FACILITIES THE RETURN OF THEIR TO THE HOLD OF THE LAW
- 4. PERSONALITIES AND FACILITIES THE RETURN OF THEIR TO THE HOLD OF THE LAW
- 5. PERSONALITIES AND FACILITIES THE RETURN OF THEIR TO THE HOLD OF THE LAW

The bottom section contains a table with the following columns: NAME, CHAIR, and SERIAL NUMBER. The table is currently empty, with the text 'No data to display.' centered below the column headers.

MEMBERSHIP FORMS

Edit History of Membership x

INCLUSIVE MONTH INCLUSIVE DAY INCLUSIVE YEAR

B. WHERE RECRUITED? C. CIRCUMSTANCES OF RECRUITMENT

D. REASONS FOR JOINING THE CPP-NPA-NDF

Edit Identities of the Recruiter(s) x

NAME POSITION

Edit Position/s held in the organization (from recruitment to present) x

ORGANIZATION SUB CATEGORY POSITION

AREA OF OPERATIONS INCLUSIVE_DATES

Edit Party Courses / Training Undertaken x

INCLUSIVE_DATES TRAINING INSTRUCTOR

Involvement in Tactical Operations x

DATE / PLACE UNIT ASSIGNED UNIT ENCOUNTERED/ATTACKED

Edit Leader / Members Known to the FR or Are in Contact With ✕

NAME	POSITION	AREA OF OPERATION	+ -
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Edit Identities of Collective/s in the party ✕

NAME	POSITION	AREA OF OPERATION	+ -
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Edit Date and Place of FR's return to the Folds of the Law ✕

REGION	PROVINCE	CITY/MUNICIPALITY
<input type="text"/>	<input type="text"/>	<input type="text"/>
BARANGAY	DATE	AGE
<input type="text"/>	<input type="text"/>	<input type="text"/>

Edit Reason(s)/Motivation for the FR to return to the Folds of the Law ✕

REASON(S)/MOTIVATION

REMARKS

Edit Firearms ✕

MAKE	CALIBER	SERIAL_NUMBER	+ -
<input type="text"/>	<input type="text"/>	<input type="text"/>	

OTHER INFORMATION TAB

OTHER INFORMATION FORMS

Edit Legal Impediments ✕

IS THERE AN EXISTING WARRANT/S OF ARREST FOR THE PR? ▼

NATURE OF THE CASE ▼ ISSUING COURT

Edit Government Programs for Rebels ✕

IS THIS YOUR FIRST TIME TO RETURN TO THE FOLDS OF THE LAW? ▼ IF NO, WHEN DID YOU FIRST RETURN TO THE FOLDS OF THE LAW? ▼

IF YES, WHAT ASSISTANCE DO YOU REQUEST FROM THE GOVERNMENT ▼

HAVE YOU AVAILED OF ANY GOVERNMENT PROGRAMS FOR RETURNEES BEFORE? ▼

IF YES, WHAT BENEFITS DID YOU RECEIVE FROM SAID PROGRAM? ▼

Edit INTERVIEW DETAILS ✕

DATE WHEN THE INTERVIEW WAS CONDUCTED PLACE WHERE THE INTERVIEW WAS CONDUCTED

NAME AND UNIT OF PERSONNEL WHO CONDUCTED THE INTERVIEW

NAME OF ENCODER DATE OF ENCODING

ASSISTANCE TAB

The screenshot displays the EFRIS web application interface. On the left is a vertical sidebar with navigation icons. The top navigation bar includes links for HOME, FINDER, ASSISTANCE, SERVICE CENTER, CLAIM INFORMATION, UTILITIES, SETTINGS, PREFERENCES, and PROFILE. The main content area is divided into two sections. The top section, titled 'Assistance (PRE 30)', contains a table with columns: ACTION, STATUS, TYPE OF ASSISTANCE, CLASSIFICATION, QUANTITY, and PRIORITY. Below the table, it states 'No data to display'. The bottom section, titled 'Finances', contains a table with columns: ACTION, NAME, HOLDER, SOCIAL NUMBER, ID, AMOUNT, and DURATION. Below this table, it also states 'No data to display'. At the bottom of the main content area, there is a search bar and a filter icon.

ASSISTANCE FORMS

Add Assistance x		
AGENCY <input type="text"/>	TYPE OF ASSISTANCE <input type="text"/>	CLASSIFICATION <input type="text"/>
QUANTITY <input type="text"/>	AMOUNT <input type="text"/>	DATE AWARDED <input type="text"/>
REMARKS <input type="text"/>		
<input type="button" value="SUBMIT"/> <input type="button" value="CANCEL"/>		

Add Firearm x		
MAKE <input type="text"/>	CALIBER <input type="text"/>	SERIAL NUMBER <input type="text"/>
KIND <input type="text"/>	AMOUNT <input type="text"/>	CONDITION <input type="text"/>
DATE AWARDED <input type="text"/>	SERVICE ABILITY <input type="text"/>	STATUS <input type="text"/>
<input type="button" value="SUBMIT"/> <input type="button" value="CANCEL"/>		

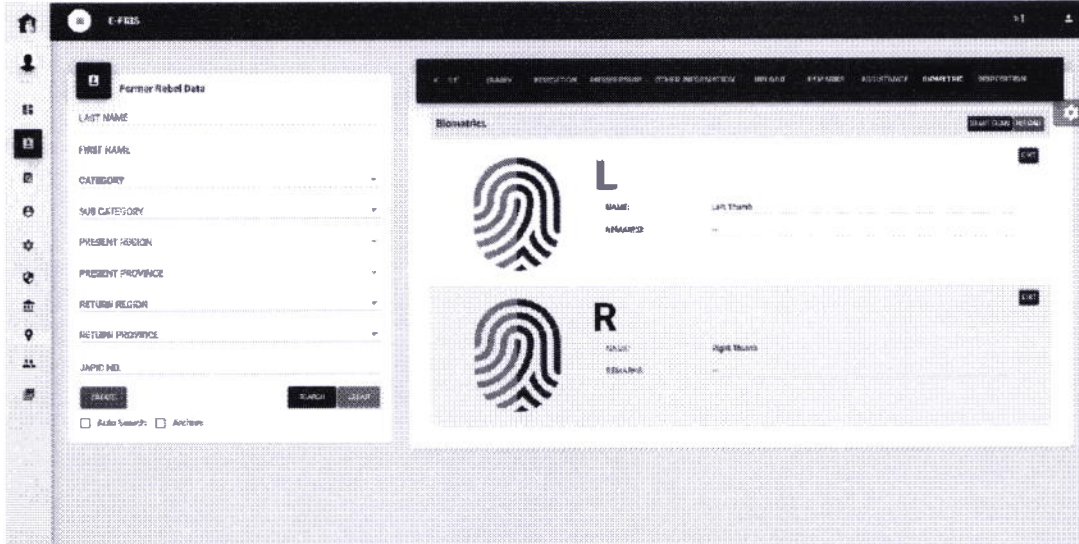
DISPOSITION TAB

The screenshot shows the EFRIS web application interface. On the left is a navigation sidebar with icons for Home, Profile, and various data management functions. The main content area is split into two panels. The left panel, titled 'Former Label Data', contains several input fields: LAST NAME, FIRST NAME, CATEGORY (dropdown), JOB CATEGORY (dropdown), EMPLOYER REGION (dropdown), EMPLOYER PROVINCE (dropdown), REVIEW REGION (dropdown), REVIEW PROVINCE (dropdown), and BIRTHDAY. Below these fields are 'SAVE' and 'CANCEL' buttons, and checkboxes for 'Auto Search' and 'Archive'. The right panel, titled 'Disposition', features a table with columns for 'ACTION', 'EFFECTIVE DATE', and 'DATE'. The table is currently empty, displaying the message 'No data to display'.

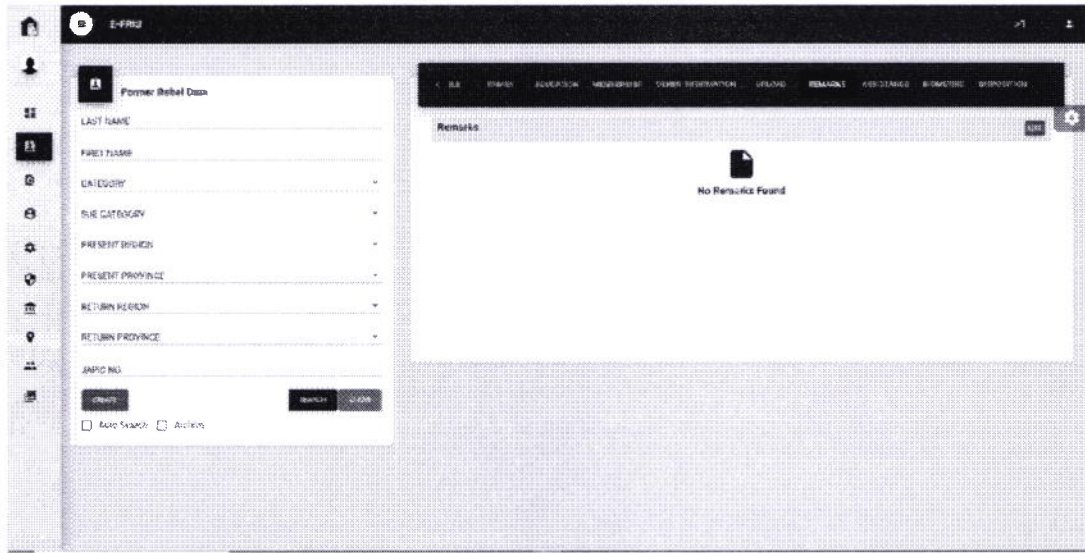
DISPOSITION FORM

The screenshot shows a modal window titled 'Add Disposition' with a close button (X) in the top right corner. The form contains two input fields: 'STATUS' and 'DATE'. At the bottom right of the form are two buttons: 'SUBMIT' and 'CANCEL'.

BIOMETRIC TAB



REMARKS TAB



UPLOAD TAB

