

Memorandum Circular No. 02
Series of 2023

**ENHANCED GUIDELINES ON REDUCING VULNERABILITIES OF
MALNOURISHED CHILDREN AND PROVIDING HEALTH SUPPORT TO
PREGNANT AND LACTATING WOMEN IN SELECT AREAS IN
BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (BARMM)
ALSO KNOWN AS THE BANGSAMORO UMPUNGAN SA NUTRISYON
(BANGUN PROJECT) AND REVOCATION OF MEMORANDUM CIRCULAR
NO. 13, SERIES OF 2018**

I. RATIONALE

The Memorandum Circular No. 13 Series of 2018, otherwise known as the Guidelines on Reducing Vulnerabilities of Malnourished Children and Providing Health Support to Pregnant and Lactating Women in Select Areas in Autonomous Region in Muslim Mindanao (ARMM) or Bangsamoro Umpungan sa Nutrisyon (BangUn Project) signed on July 31, 2018, is hereby revoked.

Inconsistent provisions of the previous guidelines with this new Memorandum Circular are hereby repealed in order to address the project implementation issues, updates, undertakings and gaps identified that shall contribute to a more effective and efficient implementation of the BangUn Project.

Special Order 4192 Series of 2022 further ordered that the BangUn National Project Management Office shall facilitate the final amendments of the above-stated Memorandum Circular.

II. BACKGROUND

The Bangsamoro Umpungan sa Nutrisyon (BangUn Project) is an on-going project of the national government by virtue of the directives of President Rodrigo Roa Duterte through the Department of Social Welfare and Development-Central Office (DSWD-CO) which started in 2017 that

aims to reduce the vulnerabilities of malnourished children and to provide health support for pregnant and lactating women in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) that was supported by Memorandum Circular No. 13, Series of 2018 . This is in addition to the existing nutrition programs in the region in acknowledgement of having high if not the highest prevalence of malnutrition in the country.

During the height of COVID-19 Global Pandemic, the Focal Person of the Project from the DSWD Central Office issued a Memorandum dated April 30, 2020 known as General Guidelines in the Implementation and Resumption of Supplementary Feeding of BangUn Project during the Community Quarantine Period due to COVID-19 Pandemic Outbreak or Other Similar Emergencies. This issuance created the modality of feeding aside from the conventional community kitchens to dry rations in order to keep up with restrictions in the community and field works during the times of biohazards outbreak and other analogous circumstances that may occur in the future.

In 2022, among the 22,000 beneficiaries of BangUn Project in the five provinces of BARMM that were covered by the project, 36 children were severely acute malnourished (SAM) and 80 were moderately acute malnourished (MAM). In the same year, 59 PLW were SAM while 155 PLW were MAM. All the cases of acute malnourished were captured, documented and referred to the local Rural Health Units (RHUs) and/or LGUs for proper medical interventions and other support and were enrolled to the feeding sessions under the said project.

This project is an additional and expanded social service program that has three (3) major components, namely, Direct Nutrition Services, Nutrition Education and Advocacy, and Building Resilient Community focusing on the target beneficiaries in order to fulfill the social contract of the national government towards the realization of social justice leaning towards the aspiration of self-determination, long-lasting and just peace among the Bangsamoro people. Compared to other nutrition and supplementary programs being implemented in the country, it provides direct nutrition services to children (0-12 years old) and pregnant and lactating women who are not covered by the regular feeding program of BARMM. Services include 180 days community feeding program (halal meals) and anthropometric measurements, nutrition education and advocacy, biophysical, spiritual and psychosocial intervention, and building community resiliency especially in geographically isolated and

disadvantaged areas (GIDAs) and armed conflict-affected areas in the 5 provinces of BARMM: Maguindanao, Lanao del Sur, Basilan, Sulu, and Tawi-Tawi. The DSWD Central Office downloaded the funds to DSWD Regional Field Offices IX, X and XII for the project implementation in consideration to the geographical location, accountability and transparency.

This project also covers children beneficiaries in Madaris/Schools or in Child Development Centers provided that they are not enrolled in regular supplementary feeding program or are enrolled in a regular supplementary feeding program but the regular feeding sessions have not yet commenced prior to the feeding sessions of the BangUn Project.

One of the good aspects of this project is the inclusion of pregnant and lactating women (PLW) among its beneficiaries. Such inclusion is among the few if not the only feeding program for PLW in the country. According to the Academy of Nutrition and Dietetics, the proper nutrition during pregnancy and while breastfeeding is not only important for mothers, it is also crucial to the health of their infants. Women with poor nutrition put themselves and their growing fetuses at a greater risk of disease and death.

Malnutrition is a major concern for women who are pregnant or who may become pregnant. Insufficient energy intake during pregnancy can cause low infant birth weight. Low birth weight affects 20 million children in underdeveloped countries and accounts for most of the deaths in the first week of life.

Those who survive beyond the first week can be affected by irreversible consequences such as cognitive impairments, short stature and a higher risk of disease. Other fetal or infant health consequences of malnutrition include birth defects and brain damage. Consequences of maternal malnutrition include increased risk of infection, anemia and weakness.

The World Health Organization recommends pregnant women consume an additional 90 calories and 1 gram of protein during the first trimester of pregnancy. Some additional nutrient requirements, particularly iron, folic acid and vitamin A, are difficult to achieve through food sources alone during pregnancy. For this reason, supplements or fortified foods should be promoted throughout the entire pregnancy. Adequate micronutrient

consumption decreases the risk of maternal and fetal complications that could inevitably lead to death.

The ongoing human-made disaster in BARMM with the contribution of the biohazards brought by the COVID-19 virus and other environmental catastrophes further aggravated the health and economic costs of undernutrition among children. Hunger as a result of lack of access of their parents to means of livelihood and frequent evacuation secondary to human-made disasters is detrimental to the children's health and welfare.

The continuous appropriation of funds of the national government for this project also constitute the fulfillment of other existing laws such as Republic Act No. 11037 (Masustansyang Pagkain para sa Batang Pilipino Act) and Republic Act No. 11148: "Kalusugan at Nutrisyon ng Magnanay Act" for health and nutrition of the marginalized sectors, serving the poorest of the poor. Section 12, Article VI of Republic Act No. 11054, also known as The Organic Law for the Bangsamoro Autonomous Region in Muslim Mindanao, states that the National Government shall ensure the protection of the rights of the Bangsamoro people and undertake programs for their rehabilitation and development which further emphasize the role of the national government agencies to provide assistance to enhance their economic, social and cultural development.

III. LEGAL BASES

1. **The 1987 Philippine Constitution Article XV Section 3 Item 2** – the government must ensure the rights of the children to assistance including proper care and nutrition and special protection from all forms of neglect, abuse, cruelty, exploitation, and other conditions prejudicial to their development.
2. **Sustainable Development Goals (SDGs)** – these are the goals set by 193 member countries of the United Nations including the Philippine Government to be achieved within 15 years (2016 – 2030).
 - **SDG number 2** targets zero hunger (food security) which means to end hunger, achieve food security and improved nutrition, and promote sustainable agriculture.
 - **SDG number 3** targets good health and well-being (ensuring healthy lives and promoting the well-being for all at all ages which is essential to sustainable development).

3. **Nutrition Act of the Philippines (PD 491)** – declares that nutrition is now a priority of the Philippine government to be implemented by all branches of the government in an integrated fashion.
4. **Special Protection of Children Against Abuse, Exploitation and Discrimination Act (RA 7610)** – refers to the policy of the State to protect and rehabilitate children gravely threatened or endangered by circumstances which affect or will affect their survival and normal development and over which they have no control.
5. **PD 603 or the Child and Youth Welfare Code** – states that the child is one of the most important assets of the nation. Every effort should be exerted to promote his/her welfare and enhance his/her opportunities for a useful and happy life.
6. **Local Government Code of the Philippines (RA 7160)** – Chapter II Section 17 (b) (2) (iv) provides the role of the Municipality: social welfare services which includes programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled persons; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services.
7. **An Act to Strengthen and Expand the Organic Act for the Autonomous Region in Muslim Mindanao (Republic Act 9054 – 2001)**, Article XV Section 1 on Promotion of Social Justice: Child health and development, including the support of the physically challenged and other disadvantaged persons in need of welfare services.
8. **Early Years Act (EYA) of 2013 (RA 10410)** – refers to the mandate of the State to promote the rights of children for survival, development and special protection with full recognition of the nature of childhood as well as the need to provide developmentally appropriate experiences to address their needs; and to support parents in their roles as primary Implementing Rules and Regulations (IRR) caregivers and as their children's first teachers.

9. **Revised Implementing Rules and Regulations (IRR) of RA 9184 Section 53.12 or the Government Procurement Reform Act** – provides for an alternative method of negotiated procurement which involves community participation.
10. **Philippine Plan of Action for Nutrition (PPAN) 2017-2022**- is an integral part of the Philippine Development Plan 2017-2022. It is consistent with the Duterte Administration’s 10-point Economic Agenda, the Health for All Agenda of the Department of Health (DOH), the development pillars of *malasakit* (protective concern), *pagbabago* (change or transformation), and *kaunlaran* (development), and the vision of Ambisyon 2040. It factors in and considers country commitments to the global community as embodied in the 2030 Sustainable Development Goals, the 2025 Global Targets for Maternal, Infant and Young Child Nutrition, and the 2014 International Conference on Nutrition.
11. **Republic Act No. 11037 (Masustansyang Pagkain para sa Batang Pilipino Act)** – An Act Institutionalizing a National Feeding Program for Undernourished Children in Public Day Care, Kindergarten and Elementary Schools to Combat Hunger and Undernutrition Among Filipino Children and Appropriating Funds Therefor.
12. **Republic Act No. 11148: “Kalusugan at Nutrisyon ng Magnanay Act”** – An Act Scaling Up the National and Local Health and Nutrition Programs Through A Strengthened Integrated Strategy for Maternal, Neonatal, Child Health and Nutrition in the First One Thousand (1,000) Days of Life, Appropriating Funds Therefor and for Other Purposes.
13. **Republic Act No. 11054, also known as Organic Law for the Bangsamoro Autonomous Region in Muslim Mindanao** – An Act Providing for the Organic Law for the Bangsamoro Autonomous Region in Muslim Mindanao, Repealing for the Purpose Republic Act No. 6734 entitled "An Act Providing for An Organic Act for the Autonomous Region in Muslim Mindanao," As Amended by Republic Act No. 9054, Entitled "An Act to Strengthen and Expand the Organic Act for the Autonomous Region in Muslim Mindanao".
14. **Republic Act (R.A.) No. 11203** – Otherwise known as “An Act Liberalizing the Importation, Exportation and Trading of Rice, Lifting for the Purpose the Quantitative Import Restriction on Rice and for Other Purposes”. The law took away NFA’s commercial functions and

regulatory powers, only retraining its emergency buffer stocking mandate.

IV. OBJECTIVES

A. GENERAL OBJECTIVE

In general, the project aims to contribute in saving the lives of 0-12 years old children, pregnant and lactating women from malnutrition as a result of extreme poverty and environmental and human-made disasters in the 6 provinces of BARMM.

B. SPECIFIC OBJECTIVES

Addressing the worsening concerns on the prevention of and issues on malnutrition in a holistic approach and converging the various nutrition-specific and nutrition-sensitive programs of government agencies in BARMM are the key elements of BangUn Project to attain the following specific objectives:

1. To improve the nutritional status of 0-10 years old children identified as underweight and severely underweight children (Weight-for-Age), and 10 years and 1 month old to 12 years old identified as thin and severely thin (Body Mass Index [BMI]-for-Age) who are residing in the identified target priority communities not enrolled to regular supplementary feeding.
2. To improve the nutritional status of Pregnant and Lactating Women (PLW) identified within the range of normal to below-normal status (Mid-Upper Arm Circumference) and maintain the normal status of PLW who are residing in the identified target priority communities in order to prevent low birth weight among newborn infants and breastfed children.
3. To empower parents and guardians/caregivers in the communities to achieve food security and good health for their children and their families in general thru nutrition education and advocacies and inter-agency convergence of nutrition-specific and nutrition-sensitive programs of various government agencies.

4. To build resilient communities by facilitating their access to the convergence of various nutrition-support programs of government agencies including but not limited to the following:
 - 4.1 First 1000 Days of life (F1KD)
 - 4.2 Early Childhood Care and Development (ECCD)
 - 4.3 School-based Feeding Program
 - 4.4 Community-based Feeding Program
 - 4.5 *Gulayan sa Paaralan* with Department of Education (DepED), Bureau of Madaris Education (BME) and Department of Agriculture (DA)
 - 4.6 Parents' Classes on Health and Nutrition
 - 4.7 Sustainable Livelihood Program (SLP)
 - 4.6 Environment-friendly Livelihood Assistance from Department of Agrarian Reform (DAR), Department of Science and Technology (DOST)
 - 4.9 Sagana at Ligtas na Tubig sa Lahat or SALINTUBIG (WASH) Program by Department of Interior and Local Government (DILG), Department of Health (DOH), National Anti-Poverty Commission (NAPC) and Local Government Units (LGUs)

V. DEFINITION OF TERMS

For the purpose of this Implementing Guidelines, the following terms shall be defined as follows:

1. **Bangsamoro Autonomous Region in Muslim Mindanao (BARMM)** – is an autonomous region which is located in the southern part of the Philippines with six provinces (Basilan, Lanao del Sur, Maguindanao del Sur, Maguindanao del Norte, Sulu and Tawi-Tawi), three component cities, 116 municipalities, and 2,590 barangays.
2. **BangUn Project** – is the short name for Reducing Vulnerabilities of Malnourished Children and Providing Health Support to Pregnant and Lactating Women in Select Areas in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), a special nutrition project

spearheaded by the DSWD Central Office and Regional Field Offices IX, X, and XII in collaboration with other government agencies.

3. **Building Resilient Communities** – one of the components of the BangUn Project that mainly contributes in promoting socio-economic sustainability, livelihood, food security, sovereignty, and the total well-being of the families and the whole community. This includes community organizing, parents' organization, organizing and referrals to various government agencies for further and other services that can be provided to them and may contribute to nutrition-related outcomes and economic sufficiency. By securing socio-economic sustainability and livelihood, the project can ensure the sustained nutrition improvement of the beneficiaries.
4. **Complementary Feeding** – covers 6 months to below 2 years old children while continuously breastfeeding.
5. **Cycle Menu** – is a planned serving of menu for a particular period of time using indigenous food supplies and halal food for Muslims.
6. **Direct Nutrition Services** – one of the components of the BangUn Project that has main contribution to nutritional improvement of the beneficiaries such as 180 days supplementary feeding serving hot meals, anthropometric measurements and assessments, SAM and MAM surveillance, documentation and referrals, micronutrient powder supplementation and the likes that directly affect the dietary and nutrition status of children and pregnant and lactating women.
7. **DSWD** – refers to the national office of the Department of Social Welfare and Development.
8. **Ministry of Social Services and Development (MSSD)** – refers to the counterpart office of the national Department of Social Welfare and Development in the Bangsamoro Autonomous Region of Muslim Mindanao.
9. **Enhanced Parent Effectiveness Service (EPES)** – refers to series of sessions which provide expansion of knowledge and skills for parents and caregivers on parenting to be able to respond to parental duties and responsibilities on the areas of early childhood development, behavior management of younger and older children, husband-wife relationships, prevention of child abuse, proper health care, and other challenges of parenting.

10. **First 1000 Days (F1KD)** – refers to the days of life which starts from first day of conception until the child reaches his/her second birthday. This F1KD is considered a global strategy to save thousands of children from dying unnecessarily and ensuring better future health, well-being and capacity of the children to rise out from poverty.
11. **Food Secure Households** – are the households that do not worry about food at all because they have accessibility and capability to avail and afford food cost.
12. **Hot Meal** – refers to cooked food composed of either halal rice and viand or non-rice-based snacks with complete nutrient content composed of Go, Glow and Grow food groups served during meal time using available indigenous food equivalent using the Philippine Dietary Reference Intake (PDR).
13. **Alternative Meal** – refers to starch-based snacks with complete nutrient content.
14. **Madrasah** – is an Arabic term for school. It generally refers to Muslim private schools with core emphasis on Islamic studies and Arabic literacy. The madaris (plural of madrasah) are the oldest educational institution in Mindanao and are recognized to be the single most important factor in the preservation of the Islamic faith and culture in the Philippines.
15. **Malnutrition** – refers to a range of poor nutritional status of children and pregnant and lactating mothers including acute and chronic malnutrition, micronutrient deficiency and obesity.
16. **Moderate Acute Malnourished (MAM)** – is defined as a weight-for-age between -3 and -2 z-scores below the median of the WHO child growth standards. It can be due to a low weight-for-height (wasting) or a low height-for-age (stunting) or to a combination of both. Similarly, moderate wasting and stunting are defined as a weight-for-height and height-for-age, respectively, between -3 and -2 z-scores.
17. **Nutrition Education and Advocacy** - one of the components of the BangUn Project that has main contribution to biopsychosocial and behavioral change, knowledge, appreciation and practices of the beneficiaries towards nutrition improvement such as community

orientation and trainings on nutrition and development and production of information and education materials (IEC Materials) for nutrition learning, conduct of psychosocial activities, creative, indigenous and therapeutic games and sessions, responsible parenting in the context of Islam. It also encompasses the advocacy of nutrition to chief executives of the local government units, policy makers and implementers and legislators in order to scale up and produce nutrition outcomes and policies in the communities and area of responsibilities.

18. **Savings** – refers to portions or balances of any released appropriations which have not been obligated as a result of non-commencement of Program/Activity/Project (P/A/P) for which the appropriation is released. For this purpose, non-commencement shall refer to the inability of the agency or its duly authorized procurement agent to obligate the released allotment and implement the P/A/P due to natural or human-made calamities or other causes not attributable to the fault or negligence of the agency concerned during the validity of the appropriations. Balance of allotment versus actual cost of goods and/or services, e.g. Viands PR vs Actual cost.
19. **Severe Acute Malnourished (SAM)** – is defined by a very low weight for height (below -3 z scores¹ of the median WHO growth standards), by visible severe wasting, or by the presence of nutritional oedema. In children aged 6–59 months, an arm circumference less than 110 mm is also indicative of severe acute malnutrition.
20. **Supplementary Feeding (SF)** – means the provision of food to supplement the energy and other nutrients missing from the diet of those who have special nutritional requirements to prevent or alleviate malnutrition by reducing the nutrient gap between an individual's actual consumption and his/her requirement (WHO, 1997). For BangUn Project, there are two types of SF:
 - 20.1 **School-based Supplementary Feeding (SSF)** – refers to SF implementation in madaris within BARMM or public schools which are not recipients of DepED feeding program; beneficiaries of SSF are school children from Kindergarten up to Grade VI levels.
 - 20.2 **Community-based Supplementary Feeding (CSF)** – refers to SF implementation in barangays which are found within the adjacent communities of madaris and DepED public schools; beneficiaries of CSF are children within 0 to 5 years old age bracket.

21. **Sustainable Development Goals (SDGs)** – refers to the set of goals adopted by countries on September 25, 2015 to end poverty, protect the planet, and ensure prosperity for all as part of a new sustainable development agenda. Each goal has specific targets to be achieved over the next 15 years.
22. **The 2015 Philippine Dietary Reference Intake (PDRI)** – refers to a set of dietary standards that include (1) Estimated average requirement (EAR); (2) Recommended energy intake/recommended nutrient intake (REI/RNI); (3) Adequate Intake (AI); (4) Tolerable upper intake/upper limit (UL), and (5) Acceptable macronutrient distribution range (AMDR), each having its own use.
23. **Unutilized Fund** – refers to a portion of a fund balance which is available for appropriation. It is also the unobligated balance of an appropriation. Can be categorized as Saving
24. **Underweight** – means low weight-for-age or below standard deviations of the World Health Organization (WHO) Child Growth Standards median.

VI. DESCRIPTION

The project “Reducing Vulnerabilities of Malnourished Children and Providing Health Support to Pregnant and Lactating Women in Select Areas in Bangsamoro Autonomous Region in Muslim Mindanao (BARMM)” or more popularly referred to as Bangsamoro Umpungan sa Nutrisyon (BangUn Project) is a special nutrition project spearheaded by DSWD Central Office in collaboration with various government agencies which have nutrition and nutrition-related programs and/or projects for pregnant and lactating women, and children aged 0 to 12 years old.

The BangUn Project shall implement a holistic approach in addressing malnutrition among children in BARMM. The conduct of 180 days supplementary feeding, both in communities, schools or madaris, are immediate interventions to improve the weight because feeding alone cannot address improvement in the nutritional status of children.

The BangUn Project will also engage in more sustainable interventions that will build and strengthen the capacity of parents, communities and

local government units to become empowered in ensuring that no children will die from hunger and malnutrition. Among these interventions include Enhanced Parent Effectiveness Service (EPES), DOST Pinoy Training, F1KD, sustainable livelihood program (SLP), assistance for agrarian-reform based communities, integrated food production, and other poverty-reduction projects.

In the end, BangUn Project's goal is not only to improve the nutritional (from level 1 to the next level) status of malnourished beneficiaries in BARMM but contribute to ensuring food security of poor families toward food sovereignty, resilient and development-oriented families and communities.

VII. TARGET BENEFICIARIES

The provinces including the component cities of BARMM are the focus areas of the project implementation, namely: Basilan, Lanao del Sur, Maguindanao del Sur, Maguindanao del Norte, Sulu, and Tawi-Tawi:

1. Municipalities and cities reported and verified within the range of medium to high prevalence of malnutrition shall be the priority local government units for the project implementation. Once the LGU is included to the priority list, the BangUn staff assigned in the province shall assess the nutrition situation of the potential beneficiaries residing in particular barangays with the highest prevalence of malnutrition among Children (0-12 years old) and Pregnant and Lactating Women as part of the social preparation.
2. Children beneficiaries in school/madaris or in Child Development Centers are allowed to be enrolled in the project provided that:
 - a. They are not enrolled in regular supplementary feeding program; or
 - b. They are enrolled in a regular supplementary feeding program but the regular feeding sessions have not yet commenced prior to the feeding sessions of BangUn Project in order to avoid double targeting.
3. On the other hand, Internally Displaced Persons (IDPs) as beneficiaries in the evacuation centers in armed conflict areas shall be endorsed by the Local Social Welfare and Development Office with the appropriate coordination to the BangUn Project Staff assigned in the area. Project implementation in the same evacuation centers for the same beneficiaries are allowed, provided that:

- a. The needs assessment report manifests the exigency to repeat and continue the project as part of continuous emergency and disaster response;
- b. Beneficiaries are not enrolled to any regular supplementary feeding program; or
- c. They are enrolled in a regular supplementary feeding program but the regular feeding sessions have not yet commenced prior to the feeding sessions of BangUn Project.

The project beneficiaries in a barangay should be prioritized based on the following criteria:

BENEFICIARIES CRITERIA:

- a. 0-12 Years Old Children
 - 1. Severely underweight/thin as verified by Rural Health Unit
 - 2. Underweight/thin as verified by Rural Health Unit
 - 3. Internally displaced as verified by Local Social Welfare and Development Office
 - 4. At risk of malnutrition as verified by Rural Health Unit
 - 5. Poor children as verified by Local Social Welfare and Development Office/Local Planning and Development Office
- b. Pregnant and Lactating Women
 - 1. Pregnant Women as verified by Rural Health Unit
 - 2. Lactating Women until 2 years as verified by Rural Health Unit

The municipalities/cities/barangays within the 6 BARMM provinces need to be prioritized based on the following criteria with corresponding percentage:

CRITERIA	PERCENTAGE
1. Severity of malnutrition in the areas (municipalities/cities/barangays) or ranking in the Oplan Timbang (OPT)	50%
2. Strong support of the LGU/BLGUs in project implementation	20%
3. Accessibility on transportation	15%

4. Security aspect	15%
TOTAL	100%

VIII. IMPLEMENTING PROCEDURES/SCHEME

1. Project Components

- 1.1 Direct Nutrition Services
- 1.2 Nutrition Education and Advocacy
- 1.3 Building Resilient Communities

2. Organizational Structure

2.1 All BangUn Project Staff, from the National Project Management Office (NPMO) down to the staff assigned in the regional offices and provinces, are Cost of Service (COS) workers unless, otherwise, granted with contractual or regular/permanent positions.

2.2 BangUn Project Organizational Structure may be revised as needed and/or if a new Cost of Service position was created or abolished.

3. Social Preparation

3.1 Identification of target municipalities/cities and beneficiaries for the current year of implementation shall be based on the criteria stated in Article VII, Target Beneficiaries of this memorandum circular.

3.2 Target municipalities/cities shall be endorsed by the Regional Project Management Office (RPMO) to the National Project Management Office for the approval of the Concurrent Head or the Overall Supervisor of the BangUn Project.

3.3 The Provincial Project Management Office (PPMO) shall coordinate with the LGUs, BLGUs, RHUs, and Parent Organizations for the orientation, baselining and other important and necessary commitments by executing a memorandum of agreement/understanding with the local chief executives supported by a Sangguniang Bayan/Lungsod resolution supporting the implementation of the project.

3.4 The Regional Field Office Director and Local Chief Executive shall be the principal signatories in the memorandum of agreement/understanding.

3.5 The BangUn staff with the support of the Provincial/City/Municipal Social Services and Development Offices (P/C/MSSDOs) should organize the communities, schools or madaris as a prerequisite in the implementation of BangUn Project supplementary feeding. The following activities shall be undertaken by the BangUn field staff together with the P/C/MSSDOs prior to the implementation of the program:

- a. Orientation of Local Officials and stakeholders about the BangUn Project for support;
- b. Conduct of community and school meetings to get the support of the concerned people/parents;
- c. A month prior to the actual feeding implementation, parents and guardians shall be organized by the BangUn field staff to elicit their commitment and full support. They shall be grouped into working committees such as, but not limited to, food preparation and distribution, cooking, management of feeding session, and restoration to involve all parents and guardians in various activities in the identified project areas. Regular monthly meetings of parents and guardians shall be held to discuss issues and problems affecting the implementation of the BangUn Project; and
- d. Team building sessions shall be conducted by the BangUn field staff to prepare parents and guardians to manage the project and to build them as a team. This will include activities that will strengthen their awareness of their roles and responsibilities towards the project and as members of a team/organization. This will also develop the spirit of volunteerism and sharing.

4. Anthropometric Measurements and Nutritional Status

4.1 To harmonize the data collection on the nutrition status of BangUn Project beneficiaries, the anthropometric measurements listed below shall be used in baselining, midlining and endlining as part of the monitoring process of the project using calibrated weighing scales and height boards following the universal standards:

Beneficiaries Age Brackets	Anthropometric Measurements
0 months to 10 years	Weight-for-Age
10 years and 1 month to 12 years	Body Mass Index (BMI)-for-Age
Pregnant and Lactating Women	Mid-Upper Arm Circumference (MUAC)

4.2 Table shown below are the revised thresholds recommended to replace those in current use. WHO and United Nations Children's Fund (UNICEF) have started using them in the annual Joint Malnutrition Estimates for children:

LABELS	PREVALENCE THRESHOLDS (%)		
	WASTING	OVERWEIGHT	STUNTING
Very low	< 2.5	< 2.5	< 2.5
Low	2.5 - < 5	2.5 - < 5	2.5 - < 10
Medium	5 - < 10	5 - < 10	10 - < 20
High	10 - < 15	10 - < 15	20 - < 30
Very high	≥ 15	≥ 15	≥ 30

4.3 At least twenty (20) working days prior to the feeding in the Community, measuring of height and weight of children, pregnant and lactating women shall be done by the Provincial Project Management Office staff in coordination with the Barangay Nutrition Scholars and/or Barangay Health Workers under the supervision of the Rural Health Unit (RHU). The PPMO should establish a permanent growth monitoring record for each child that contains the name, age, birthday and the baseline, midline and endline weight and height records of the child. The data obtained at this stage shall be maintained in the FO's databank and a copy thereof shall be forwarded to the NPMO for reference.

4.4 At least twenty (20) working days prior to the feeding in the School or Madrasah, measuring of height and weight of children shall be done by the Provincial Project Management Office staff in coordination with the

teachers or mudirs or other available trained health workers. The Provincial Project Management Office should establish a permanent growth monitoring record for each child that contains the name, age, birthday and the baseline, midline and endline weight and height records of the child. The data obtained at this stage shall be maintained in the FO's databank and a copy shall be forwarded to the NPMO for reference.

4.5 Identified SAM and MAM should be referred and endorsed to the RHU for the proper medical and nutrition intervention as stated in the Philippine Integrated Management on Acute Malnutrition.

4.6 Identified SAM and MAM beneficiaries shall undergo a case study for general intake and profiling.

4.7 Identified SAM and MAM beneficiaries including their families shall be prioritized in providing services that can be offered by the BangUn Project and other projects from various government agencies. This includes but not limited to supplementary feeding and micronutrient supplementation.

4.8 The BangUn staff shall coordinate with the RHU for the medical check-up, deworming and vitamin supplementation (if available) of the children beneficiaries before the start of the feeding.

4.9 Profiling of children and data banking must be done by the BangUn staff to be submitted to the Field Office.

4.10 The BangUn Project staff shall maintain an attendance record of the children beneficiaries to monitor the completion of the 180 days feeding.

4.11 The BangUn Project shall create a computerized and digitalized data banking and nutrition assessment for the projects harmonization efforts.

5. Procurement

5.1 The Central Office and Regional Field Offices, thru its Bids and Award Committees, Procurement Division/Sections and other offices catering to the procurement process of the field office shall execute the whole procurement process for the BangUn Project in compliance to RA

9184, also known as the Government Procurement Reform Act, COA existing guidelines and other issuances relative thereto.

5.2 The Regional Project Management Office shall prepare the food quantification based on the halal cycle menu that would be the basis of the purchase request.

5.3 All project/activity proposals and purchase requests of the RPMO for viands, rice, goods, subsidies, nutrition advocacy materials, and trainings should be submitted to the Project Development Officer V and shall be carefully reviewed by the Nutritionist-Dietitian V of the National Project Management Office before commencing the procurement process.

5.4 All project/activity proposals and purchase requests of the RPMO for non-food, office supplies and other related subsidies for the project should be submitted to the Project Development Officer V and shall be carefully reviewed by the Project Development Officer IV of the National Project Management Office before commencing the procurement process.

5.5 The RPMO may procure rice from the NFA or from commercial producers/suppliers to ensure the quality, availability, palatability, food sanitation and safety, and shelf life of the grains being provided to the beneficiaries, subject to the availability of funds.

5.6 The RPMO shall conduct market studies/scanning in preparation for the procurement of local variety or low-cost indigenous fruits in the areas, subject to the availability of funds.

5.7 Suppliers with unsatisfactory, uncompliant and/or undesirable records with the Project shall not be allowed to provide services again and to enter another contract with the Project.

5.8 The Regional Field Office Director shall be the the authorized Head of the Procuring Entity (HOPE) in their respective field offices.

5.9 The BangUn Project both in the National and the Regions may procure micronutrient powder (MNP), ready to use therapeutic food (RUTF), ready to use supplementary food (RUSF), and other analogous supplies for the beneficiaries subject to the availability of funds.

5.10 The project may also propose and allocate funds for the research and product development of various food supplies for the nutritional improvement of the beneficiaries subject to the usual procurement procedure and the availability of funds.

5.11 The project may also propose and allocate funds for the procurement of non-food supplies and subsidies for the pilot testing of sustainable livelihood projects for building resilient communities of BangUn Project subject to the usual procurement procedure and the availability of funds.

5.12 The BangUn Project both in National and Region may propose and allocate funds for the procurement of the development and production of Information and Education Materials (IEC Materials) subject to usual procedure and the availability of funds.

6. Conduct of Feeding (Children, Pregnant & Lactating Women)

6.1 The modality of the meal preparation is based on the community kitchen set-up that will be administered by the parents/people's organization.

6.2 The feeding shall be implemented for 180 days, five days or 7 days a week. In the event of hampering or disruption of the feeding, upon its resumption, the number of days shall be continued until such time that feeding for 180 days is complete.

6.3 One (1) hot meal shall be served on a daily basis. The hot meal should be composed of rice, protein-based viands (chicken, beef, fish, beans, or legumes), and/or vegetable dish enriched with protein-based ingredients, and local variety or low-cost indigenous fruits in the areas.

6.4 Feeding shall be provided to beneficiaries for the duration as stated above. The suggested halal cycle menu recommended in the FNRI Nutritional Guidelines for Filipinos and/or the menu prepared by the BangUn Nutritionist-Dietitian which shall be equivalent to the PDRI shall be used in the preparation of culturally-acceptable meals.

6.5 The Parent Committees shall provide voluntary labor for the cooking/preparation of halal cycle menu and management of feeding sessions. The Madrasah teacher/staff assigned for the BangUn

supplementary feeding shall prepare a monthly schedule of volunteer parents.

6.6 Aside from feeding, children should be taught proper hygiene such as washing the hands before and after eating, table manners, and prayer before and after meal, and other relevant health care and nutrition practices.

6.7 In the event of short-term calamities, human-made disasters, environmental disasters, biohazard outbreaks, and analogous circumstances, the BangUn Communities may be activated into emergency community kitchens to provide emergency meals and feeding to nearby and adjacent communities subject to the availability of food supplies and funds. Both BangUn beneficiaries and non-beneficiaries may be provided meals.

6.8 In the event of long-term calamities, human-made disasters, environmental disasters, biohazard outbreaks, and analogous circumstances, the modality of feeding may be transformed into dry rationing as stipulated in the Memorandum from the Focal Person of BangUn Project dated 30 April 2020, known as General Guidelines in the Implementation and Resumption of Supplementary Feeding of BangUn Project During the Community Quarantine Period due to COVID-19 Pandemic Outbreak or Other Similar Emergencies.

7. Conduct of Parents' Education

The parents and guardians shall be encouraged to complete all the sessions on self, family, parent effectiveness, health and nutrition, sanitation, hygiene, etc. to enhance their knowledge, attitude, skills, and practices on parenting, health care and nutrition, and other parent education sessions that could be given to the beneficiaries.

7.1 The sessions to be facilitated by the BangUn field staff in cooperation with the LSWDO/LGU shall be held at least twice a month, depending on the available time of parents and guardians. It shall be conducted following the order of importance established and agreed upon

with the parents and guardians. Resource persons may be invited to discuss specific topics.

7.2 In the conduct of the sessions, the methodologies should be evocative and should involve the maximum participation of the parents.

8. Help Build Resiliency in Communities

BangUn Project shall be engaged in an approach to help communities of beneficiaries become resilient in times of disasters and contribute in ensuring food security in every household by facilitating their access to the convergence of various nutrition-support programs of government agencies including but not limited to the following:

- 8.1 First 1000 Days of life (F1KD)
- 8.2 Early Childhood Care and Development (ECCD)
- 8.3 School-based Feeding Program
- 8.4 Community-based Feeding Program
- 8.5 Gulayan sa Paaralan with DepED, BME and DA
- 8.6 Parents' Classes on Health and Nutrition
- 8.7 Environment-friendly Livelihood Assistance from DAR, DOST and NAPC
- 8.8 Sagana at Ligas na Tubig sa Lahat or SALINTUBIG (WASH) Program by DILG, DOH, NAPC, and LGUs
- 8.9 Similar programs of other government agencies
- 8.10 Civil Society Organizations (CSOs) and Non-government Organizations (NGOs) which are engaged in building resilient communities
- 8.11 Sustainable Livelihood Program (SLP)
- 8.11.1 The Sustainable Livelihood Program in Regional Field Offices IX, X, XII may accommodate the facilitation of the enrollment of parents/people's organizations in the municipalities/cities covered by the BangUn Project. The Regional Field Office shall sign a memorandum of agreement/understanding with the said local government units and the BangUn Project Staff assigned in the area shall assist in the coordination and implementation of the SLP projects. The SLP will serve as a catch-up approach for the sustainability of socio-economic advance among

malnourished beneficiaries of the project. This shall be subject to the availability of funds.

The different agencies which provide such services to the beneficiaries shall use their existing guidelines of their respective programs/services.

9. Fund Allocation

9.1 The minimum amount of Thirty-One Pesos (P31.00) for 1 hot meal as stated in Paragraph 6.3 of this memorandum per child beneficiary per day for 180 days.

9.2 The minimum amount of Forty Pesos (P35.00) for 1 hot meal as stated in Paragraph 6.3 of this memorandum per pregnant and lactating woman beneficiary per day for 180 days.

- a. The menu for pregnant and lactating women is similar to that of the children but the quantity is based on their health condition and dietary requirement.
- b. The allocation per beneficiary per day may increase in the succeeding year of implementation, subject to the availability of funds allocated by the National Government.

9.3 The minimum of Php 100 per beneficiary should be allocated for the eating utensils while the minimum of Php 7,500 per cluster (equivalent to 150 beneficiaries) should be allocated for the cooking utensils subject to increase based on the availability of funds.

For durability and hygienic purposes, the eating and cooking utensils to be purchased should be of good quality and safe for children.

a. The eating utensils shall be composed of:

- Spoon
- Fork
- Bowl
- Plate
- Drinking tumbler

b. The cooking utensils shall be composed of:

- “Carajay”/frying pan/wok
 - “Kaldero”/pot/casserole
 - Ladle
 - Chopping Board
 - Knives
- c. If the budget permits, other miscellaneous utensils and supplies may be procured such as:
- Water Jugs
 - Ice Chest
 - Food Thongs
 - Aprons
 - Hairnets
 - Disposable Plastic Hand Gloves

The allocation for eating and cooking utensils may increase in the succeeding year of implementation depending on the availability of funds.

9.4 The BangUn Project may procure rice from the NFA or from commercial producers and suppliers as stated in Paragraph 5.5 of this memorandum circular, provided, that the daily allocation per beneficiary as stated in Paragraph 9.1 and 9.2 will not be affected.

9.5 Requirement for the involved FOs’ administrative and monitoring costs shall also be allocated based on allowed parameters.

10. Fund Management

10.1 The National Project Management Office (NPMO) shall download the funds to the following Regional Field Offices to cover the required budget for the implementation of the project. The concerned FOs shall ensure to maximize utilization of funds and to cover the target clients to the fullest extent possible.

- DSWD-FO IX (for Basilan, Sulu and Tawi Tawi)
- DSWD-FO XII (for Maguindanao del Sur, Maguindanao del Norte)
- DSWD-FO X (for Lanao del Sur)

10.2 Any unutilized funds from their allocation can be used to extend the feeding or can be modified/reallocate to fund other activities related to BangUn Project that requires additional funding. Further, any unutilized funds may also be returned to the NPMO to further reallocate and fund other or new activities requiring additional funding. Such can also be downloaded to other FOs to fund other or new activities related to BangUn Project that require additional funding:

10.3 For the foregoing purposes, it is reiterated that the RDs concerned shall be responsible for managing, utilizing, programming implementation of, and liquidating the funds released to their respective FOs. The FO accounting unit shall likewise ensure the timely submission of the liquidation reports to the NPMO.

11. INSTITUTIONAL ARRANGEMENTS

A. National Level

1. DSWD Central Office

- 1.1 The Concurrent Head or the Overall Supervisor of the BangUn Project, on the level of an Undersecretary, shall act as the approving authority of the project.
- 1.2 The Concurrent Head or the Overall Supervisor of the BangUn Project shall issue memorandums and other related issuances that pertain to the overall policy and implementation of the project.
- 1.3 The Concurrent Head or the Over-all Supervisor of the BangUn Project shall be the principal signatory, serving as First Party, of all the contracts of the COS/MOA/JO workers under BangUn Project, including those in the Central Office, Field Offices and Provinces.
- 1.4 The Concurrent Head or the Overall Supervisor of the BangUn Project, upon the recommendation of the Regional Field Office Director, shall issue a special order designating a regular employee of the Field Office as the Focal Person of the Project.
- 1.5 The National Project Management Office (NPMO) shall act as the lead in managing and coordinating the implementation of the BangUn Project in all regional field offices and provinces covered by the said project.

- 1.6 The NPMO shall propose enhancements in the implementation guidelines of the project it may deem fit.
- 1.7 The NPMO shall facilitate the creation and/or abolition of Cost of Service positions, subject for approval of the Concurrent Head or the Overall Supervisor, pursuant to and based on existing administrative policies and issuances, and the availability of funds.
- 1.8 The NPMO shall spearhead the advocacy for the institutionalization and regularization of the BangUn Project.
- 1.9 The NPMO shall promulgate memorandums and other issuances and recommend for the approval of the Concurrent Head or the Overall Supervisor.
- 1.10 The NPMO shall coordinate with BangUn Project national partners for the purpose of conducting consultations and meetings.
- 1.11 The NPMO shall allocate and facilitate transfer and downloading of funds to the respective DSWD Field Offices.
- 1.12 Assess and recommend the request for realignment of funds from the FOs pursuant to existing accounting and auditing rules and regulations.
- 1.13 Consolidate documents submitted by the Field Offices relating to procurements, payments and other financial matters of BangUn Project.
- 1.14 Monitor and provide technical assistance on program operations and administrative concerns to the FOs in the implementation of the Project.
- 1.15 Submit reports on the implementation of the project to the Department Secretary and to the President of the Republic of the Philippines thru the Concurrent Head or Overall BangUn Project Supervisor.
- 1.16 Conduct Annual Project Implementation Review (PIR) including Inter-Agency Consultation Workshops.
- 1.17 Conduct capacity building activities to both technical and administrative BangUn staff.

B. Regional Level

1. DSWD Field Offices IX, X and XII
 - 1.1 Manage and coordinate/supervise the regional/provincial implementation of the BangUn Project.
 - 1.2 Supervise the BangUn Staff assigned/detailed in the Field Office to provide guidance and technical assistance to the field

partners (communities and madaris/public elementary schools).

- 1.3 Submit quarterly report on the status of funds to Central Office for the funds downloaded by DSWD Central Office every quarter.
- 1.4 Maintain a separate subsidiary record/ledger for the funds transferred from DSWD Central Office pertaining to BangUn Project.
- 1.5 Facilitate the purchase of the eating and cooking utensils.
- 1.6 Purchase goods in accordance with the existing budgeting, accounting and auditing rules and regulations.
- 1.7 Closely monitor the fund management, utilization, program implementation through the BangUn Staff assigned in the target BARMM provinces and provide technical assistance to operational concerns of the provinces.
- 1.8 Keep records and make available all records and files pertaining to transactions involving the fund upon request of COA Auditor.
- 1.9 Provide the necessary administrative support for the BangUn staff assigned in the FO and Province/s including release of their salaries and benefits.
- 1.10 Review and approve the consolidated reports prepared by BangUn Staff before submission to DSWD CO.
- 1.11 Facilitate refund of any unutilized funds or savings generated after project completion.

2. Ministry of Social Services and Development-BARMM (MSSD-BARMM)

- 2.1 Provide the necessary technical and security support for the BangUn staff assigned in the respective Field Offices.

C. Local Government Units

1. Provincial Government

- 1.1 Coordinate, monitor and if deemed necessary, provide augmentation to the implementation of the feeding program at the municipal level.
- 1.2 Through the Provincial Social Welfare and Development Office (PSWDO), in accordance with the Provincial Nutrition Action Officer (PNAO), organize or re-activate the Provincial Nutrition Committee including Provincial Agriculture Office (PAO),

Provincial Health Office (PHO), Provincial Planning and Development Office (PPDO), and BangUn Field Office staff to be responsible for the orientation of the LGUs and other stakeholders on the objectives, mechanics and roles and responsibilities in the BangUn Project.

1.3 Maximize the support of the Provincial Early Childhood Care and Development Council (PECCDC) in the project.

1.4 Integrate nutrition-sensitive programs and strategies to address the problem on hunger and malnutrition.

2. City/Municipal Government (Local Chief Executive)

2.1 Endorse the BangUn Project Team to the Barangay Local Government Units identified by the project implementers as potential project beneficiaries.

2.2 Support and assist in the implementation of the BangUn Project in close coordination with the Barangay Local Government Units with regards to minimal logistical support including but not limited to the following:

- a. Venue for feeding and food preparation space
- b. Water supply and electrical connection (if available)
- c. Firewood/charcoal for cooking
- d. Storage of food and supplies
- e. Security of BangUn staff and supplies

2.3 Designate a Focal Person for the BangUn Project with the task of assisting the BangUn staff in the implementation of the project in coordination with City/Municipal Nutrition Action Officer (C/MNAO) and include in LGU/C/MNC meetings on nutrition concerns.

2.4 The MSWDO/CSWDO provide the necessary technical support for the BangUn Staff assigned in the project areas. Assist the BangUn Project Team in the provision of master list of beneficiaries and to conduct of anthropometric measurements (weight, height and mid-upper arm circumference) before and after the project.

2.4 Provide instructions to the City/Rural Health Office for the following:

a. Assist the BangUn Project Team in the provision of master list of beneficiaries and the conduct of deworming, anthropometric measurements (weight, height and mid-upper arm circumference) before and after the project.

b. Provision of micronutrient supplementation to the children and pregnant and lactating women beneficiaries.

c. Ensure that the children beneficiaries undergo deworming.

d. Facilitate the referrals for the treatment of identified cases of Severe Acute Malnutrition (SAM) and Moderate Acute Malnutrition (MAM).

2.5 Assist the DSWD in the monitoring of the project implementation.

3. Barangay Local Government Units

3.1 Support and assist in the implementation of the BangUn Project in terms of logistical support stated in C.2.2 of this memorandum circular.

3.2 Assure the security of the staff from lawless elements.

D. Partner Madaris/Public Elementary Schools

1. Provide to the DSWD the complete master list of beneficiaries.
2. Organize Parent Committees who will be in-charge for the marketing, inspection of goods, financial management, and actual preparation of hot meals and other complementary feeding.
3. Designate Focal Person who will supervise the implementation of supplementary feeding.
4. Manage and implement the daily feeding of the beneficiaries according to the guidelines and protocol of the BangUn Project.
5. Ensure parent's attendance to the EPES Sessions.

E. Partner Government Agencies

1. Coordinate, monitor and if deemed necessary, provide augmentation fund to the implementation of the project at the city/municipal level based on the nutrition-support program/s of their respective agencies.
2. Delegate Focal Person who will closely collaborate with other partners/implementing agencies and with BangUn Project.

3. Provide technical assistance in respective field of specialization according to their mandate and/or provide augmentation fund for BangUn to be able to access stakeholders' services that will contribute in addressing hunger, food security and capacity-building for communities.

F. Development Partners

A. Local Development Partners:

1. Share information to BangUn any development on the status of the children, PLW, women, and IDPs in areas where BangUn Project is implemented.
2. Support/Assist BangUn in the provision of direct nutrition services, conduct nutrition and health advocacies and build resilient communities thru technical, resources and logistical aspects.

B. International Development Partners

1. Correlate information from the International Standards and related literatures that can lead to possible partnership towards development of children, PLW, women, and IDPs in areas where BangUn project is implemented.
2. Support/Assist BangUn in the provision of direct nutrition services, conduct nutrition and health advocacies and build resilient communities thru technical, resources and logistical aspects.

G. INTER-AGENCY MEETING

The BangUn Project shall convene an Inter-Agency Meeting once a year to discuss strategic collaboration and coordination in relation to BangUn Project implementation.

12. REPORTING SYSTEM

1. Reporting templates provided by the DSWD NPMO shall be used in submitting reports by all concerned staff.
2. The BangUn Field Offices staff shall submit the required monthly reports to the National Project Management Office within 10 days after the end of the reporting month. The MSSD-BARMM may request for a hard copy of the reports for their reference.

3. Virtual meetings by NPMO with the RPMO and PPMO shall be held twice a month or every other week.

13. MONITORING AND EVALUATION SYSTEM

1. The nutritional status of the children and PLW shall be determined before the start of the feeding program (baseline) to serve as benchmark for evaluation and shall be monitored after 3 months (midline) and 6 months (endline).
2. The BangUn Financial Analyst assigned in the FOs shall monitor and evaluate the status of funds of BangUn and provide updates to BangUn Central Office.
3. The BangUn Central Office staff shall conduct quarterly assessment to BangUn Field staff in relation to project implementation vis-à-vis its fund utilization.

14. FUNDING

The fund for the BangUn Project shall be sourced from the budget approved in the annual General Appropriation.

15. PROGRAM EVALUATION

Project evaluation shall be conducted annually. This is to review and assess the status of project covering the whole year implementation.

16. EFFECTIVITY

This Memorandum Circular shall take effect immediately and shall be disseminated to partner agencies, schools, community organizations, and local government agencies.

Issued this 30th day of January at Quezon City.



EDUARDO M. PUNAY
Officer-In-Charge

Date: January 30, 2023