



SEMESTRAL ASSESSMENT REPORT
Second Semester 2018

I. BACKGROUND INFORMATION

The House of Representatives filed Bill No. 1477 known as "An Act Merging the Province of Negros Occidental and Oriental into One-Island Region" to be known as Region 6-A. The movement for a single-island region started in the 1980s when officials of both provinces proposed a one-island, one-region unit. Historically, it was only 1890 that Negros formerly known as "Buglas" was officially portioned into the present-day provinces of Negros Occidental and Negros Oriental. The island is fourth largest island of the Philippines, with a land area of 13,309.60 km² (5,138.87 sq mi). The movement to unite the two provinces into one region was sustained in the 1990s and 2010s while the Island-Province of Siquijor bids in its intention to join the merger since it was used to be a part and later on a sub-province of Negros Oriental, and gaining full independent province status in September 17, 1971. Some of the major bases for the proposal contained in the House Bill 1477 were the following:

1. Negros Occidental and Negros Oriental are the only provinces in the Philippines situated in the same island but belonging to two different administrative regions with regional offices located in neighboring Panay and Cebu.
2. The two Negros provinces nestle in one common island; have common fowls and beasts in the forest; share the same soil; benefit and suffer together from the rivers that snake through our land; and that our ancestors roamed the same length and breadth without complications of political, social, economic, religious and lingual obstacles.
3. Because the island is not contiguous unlike other provinces in the political region where we belong, the island do not benefit from the share of the other provinces regional funds.
4. We will proportionately share in the employment opportunities in the event that our island becomes a region.
5. Socio-economic development will be focused on the island and there will be a balance of trade between Occidental and Oriental.

In addition to the above, Negros Occidental and Negros Oriental provinces are home to the largest number of poor household according to the Listahanan data and largest provinces in terms of poverty incidence in their respective regions (VI and VIII) according to the Philippine Statistical Authority. The creation of the one-island region will benefit in distributing the largest shares of poor families into one region for social protection services to be delivered effectively and efficiently given the geography of the island.

On May 29, 2015, President Aquino signed Executive Order 183, which created the Negros Island Region . It separated Negros Occidental and its capital Bacolod from Western Visayas (Region VI) and Negros Oriental from Central Visayas (Region VII) to form the island region, which made the total number of regions of the Philippines into 18 with numeric designation as Region XVIII.

Since the creation of the region did not pass the approval of the two houses of congress, and was only created through an Executive Order, on August 9 of 2017, President Rodrigo Duterte signed Executive Order No. 38, revoking the Executive Order No. 183 signed by (former) President Benigno Aquino III on May 29 of 2015, due to the reason of the lack of funds to fully establish the NIR according to Benjamin Diokno, the Secretary of Budget and Management.

The creation of the new Negros Island Region in 2015, the setting up of new regional offices for regions VI, VIII, and XVIII in 2016, and the subsequent dissolution of region XVII in 2017 resulting in reverting of Negros Occidental and Negros Oriental to their previous regions (VI and VII respectively) generated series of transition issues and challenges among national line agencies. In particular, the DSWD Field Office – VI experienced extreme difficulties in its operations during these short period of transitions. Particularly the DSWD Strategic Plan (2016-2022) in which targets were already distributed in the three regions. After the dissolution of NIR, the targets for the province of Negros Occidental and Negros Oriental was lumped into one regional target and not disaggregated and transferred to the targets of Region VI and VII until this date.

Strongly aligned with the thrust and directions of the new DSWD leadership and the 10-point socio-economic agenda of President Duterte and keeping abreast with the regional and international commitments of the country particularly the ASEAN integration and the 2030 Sustainable Development Goals Agenda, despite the challenges, the DSWD Field Office VI continued its mandate to lead in social protection as technical assistance and resource augmentation (TARA) provider in the region.

The management also ensured the exaction of DSWD’s purpose, vision, mission and goals through its programs, project, activities and social welfare and development services for the poor, vulnerable and disadvantaged sectors of society. The Field Office continue to give emphasis on implementation of regional initiatives for successful operationalization of strategies that is tailored to the nuanced and distinctive needs of its current and emerging target clientele sectors as well as the evolving capacities of its frontline workers.

For the second semester of 2018, dissected below are the interlocking functional elements of management in formulating agency policy and organizing, planning, controlling, and directing FO VI’s resources to achieve the its strategic objectives:

A. Manpower

For FO VI human resource, the recruitment, selection, training, promotion and grievances handling of personnel is all in place. Fast turnover and termination of project-based services (endo) are the few issues that have to be dealt effectively to retain the talent within an organization. As of Dec. 31, 2018, a total of 1,619 warm bodies comprises the FO VI workforce broken down as follows:

| Position | Total Number | % |
|-----------------------|---------------------|----------|
| Permanent | 134 | 8 |
| Casual | 1 | .06 |
| Contractual | 745 | 46 |
| MOA | 482 | 30 |
| Technical Specialists | 6 | .40 |
| Job Orders | 251 | 15.50 |
| Grand Total | 1619 | 100% |

Of the total 1,663 positions in the region, only 8% percent of the total workforce is permanent. Further, 15% are Registered Social Workers. Also, there are 44 unfilled positions, majority of which are under MOA services. The Field Office was also able to hire six (6) PWDs and one (1) member of the Indigenous People for CY 2018.

B. Main Building and Properties

The proposed construction of phase 2 main building and Warehouse/Training Center/Dormitory are among the priorities of DSWD FO VI. On the other hand, meetings with the Guimaras, Antique and Iloilo Governors regarding lot for DSWD SWAD Offices/Warehouses were made. In addition, another meeting with Mayor Leonardia regarding use of Bacolod City Women Center for Negros Occidental SWAD Team was also made.

Properties as of November 2018

1. Total Costs of Fixed Assets

The Field Office as of November 2018 holds significant fixed assets (land, buildings, and vehicles) with a total net book value of PhP33,118,865.13, compared to PhP35,591,360.39 as of December 31, 2017.

Not included in this figure are constructions currently in-progress and not yet considered as buildings. These include costs for the construction of the New Building, and costs for additions and improvements to existing occupied buildings, most notably the Main Building. The new building is expected to be completed in the last half of 2019.

2. Total Costs of Land and Buildings

Land and buildings are classified differently depending on the purpose for which these are used, or the nature of the rights or agreement under which it is held. As of November 2018, there is a total net book value of 26,136,835.07 PhP.

2.1. Description of Land (Owned by DSWD)

| Property Description | Location | Mode of Acquisition | Additional Information Mode of Acquisition | Lot Area |
|---|---|---------------------|--|----------|
| 1. Land-Main Office of Field Office | M.H. del Pilar Street., Molo, Iloilo City | Donation | Donor: LGU Iloilo city | 6,986 |
| 2. Land-Partly swampy / informal settlers | Poblacion, Cadiz City | Donation | | 275 |
| 3. Land-Partly swampy / informal settlers | Poblacion, Cadiz City | Donation | | 273 |
| 4. Land-Partly swampy / informal settlers | Poblacion, Cadiz City | Donation | | 274 |
| 5. Land-Partly swampy / informal settlers | Poblacion, Cadiz City | Donation | | 271 |

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|--|---|----------|---|--------|
| 6. Land-informal settlers | Pulupandan, Negros Occidental | Donation | | 1,003 |
| 7. Land-Field Office lot occupied by Lingap Center of Iloilo City Government | Bo. Obrero, Lapuz, Lapaz, Iloilo City | Donation | Donor: LGU Iloilo city | 1,934 |
| 8. Land RRCY lot | Brgy. Concordia, Nueva Valencia, Guimaras | Donation | Donor: LGU of Nueva Valencia, Guimaras on May 4, 1981. Original certificate of Title No. 8274 | 50,000 |

2.2. Description of Land (Not Owned by DSWD)

| Property Description | Location | Basis of utilization | Property Owner | Lot Area | Term of Agreement |
|---|---|----------------------|-----------------------------------|----------|---------------------|
| 1. Land-Antique, SWAD Extension Office | Poblacion (Bagumbayan St.) San Jose Antique | Usufruct | Diocese of San Jose Antique, Inc. | 2,169 | 5 years until 2020 |
| 2. Land-New Lucena Iloilo Regional Center for Women (RCW) | Brgy. Wari Wari, New Lucena, Iloilo | Usufruct | LGU Municipality of new Lucena | 10,000 | 12 years until 2025 |
| 3. Land-New Cabatuan, Iloilo Home for Girls (RCW) | Brgy Pungod, Cabatuan, Iloilo | Usufruct | Province of Iloilo | 2,000 | 12 years until 2023 |

Apart from the land and property included, as fixed assets is the Field Office leased additional space, storage and facilities located in Oton for the warehouse. The Field office has also been granted land rights on which certain extension offices in six Provinces with Local Government Units are located. These rights, acquired at no cost, are not recognized in the financial statements but are disclosed. Moreover, there is one parcel of land owned by the Field Office occupied by the Iloilo City Government for its Dalayunan Home for Boys governed by a contract until February 2042 as part of the resource augmentation of the Field Office for centers and institutions ran by the LGU.

2.3. Description of Buildings

| Property Description | Location | Insurance |
|------------------------------------|---------------------------------------|--------------|
| 1. Main Building | M.H. del Pilar St., Molo, Iloilo City | GSIS Insured |
| 2. DSWD Training Center | | |
| 3. PST/KALAHI/CIU/PSU/BUB BUILDING | | |
| 4. VILLA 1 & 2 NHTS PR | | |

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| 5. ECD BUILDING | | |
| 6. GUARDHOUSE | | |
| 7. TAD/PANTAWID/COA/SOCHTECH | | |
| 8. CANTEEN | | |
| 9. BUILDINGS (S L P- FO VI) | | |
| 10. DSWD RRCY BUILDING 1 | Brgy, Concordia, Nueva Valencia, Guimaras | |
| 11. DSWD RRCY BUILDING 2 | | |
| 12. RRCY WAREHOUSE | | |
| 13. REGIONAL CENTER FOR WOMEN BLDG AND CONTENTS | Brgy. Wari-Wari, New Lucena, Iloilo | |
| 14. HOME FOR GIRLS DORMITORY BLDG | Brgy. Pungtod, Cabatuan, Iloilo | |
| 15. HOME FOR GIRLS BLDG | | |
| 16. RRCY FOR YOUTH MALE STAFF | Brgy, Concordia, Nueva Valencia, Guimaras | |
| 17. HOME FOR GIRLS GUARDHOUSE | Brgy. Pungtod, Cabatuan, Iloilo | |
| 18. HOME FOR GIRLS STORAGE HOUSE | Brgy. Pungtod, Cabatuan, Iloilo | |
| 19. RCW ADMINISTRATIVE BUILDING | Brgy. Wari-Wari, New Lucena, Iloilo | |
| 20. DSWD ANTIQUE EXTENSION BLDG | Brgy. Poblacion, San Jose, Antique | |
| 21. DSWD ANTIQUE PRODUCTIVITY CENTER | Brgy. Poblacion, San Jose, Antique | |

C. Machinery

Both tangibles and intangibles are processed by machines and/or equipment. By now the FO staff understood that the effectiveness of machines and equipment is a large part the result of the way they interface with them and each other. They described their work in terms of how the resources are interrelated and identified some ways they might strengthen their performance

There are total twenty (20) vehicles owned by the Field Office, wherein Four (4) were subject for disposal or 80% in operational capacity vehicles this year bringing our people to the different parts of the region, serving the disadvantaged and bringing hope to those in need. These vehicles have helped enhanced FO's efficiency and have saved time of its workforce. Regular maintenance and overhauling when needed to increase the machines' life span.

Furthermore, 100% of the DSWD staff is provided with desktop computers, laptops and other IT gadgets required for the job.

D. Materials

Material is a basic ingredient in management particularly in a service sector of the government such as DSWD. Once defined as the tangible inputs to the creation of goods and services, materials now include supplies (tangibles) and information (intangibles). Thus, the management ensures that all offices are provided with the needed supplies, logistics, and timely and accurate informations to ensure that deliverables can be completed on a given timeline.

E. Money

Budget Allocation

| | |
|----------|---------------------------------|
| DRF/CMF: | PhP4,425,065,387.99 |
| Grants: | PhP6,112,992,600.00 (Pantawid); |
| TOTAL: | PhP10,538,057,987.90 |

II. ASSESSMENT OF PHYSICAL AND FINANCIAL ACCOMPLISHMENTS

| PAPs | Physical | | | Financial | | |
|----------------------|----------|----------------|----------|------------------|------------------|---------------------|
| | Target | Accomplishment | % | Target | Accomplishment | % of Accomplishment |
| Pantawid | 316,418 | 309,420 | 97.79% | 4,757,138,500.00 | 4,743,332,800.00 | 99.71% |
| KC-NCDDP | 4,589 | 4,453 | 97.04% | 383,285,081.08 | 377,209,470.19 | 98.41% |
| SLP* | 11,555 | 10,818* | 93.62%* | 248,594,270.00 | 161,710,000.00* | 65.05% |
| <i>Spillover</i> | | 16,491 | | | 195,201,698.00 | |
| SFP | 192,927 | 200,770 | 104.07% | 254,663,640.00 | 254,663,640.00 | 100.00% |
| SocPen | 365,908 | 365,908 | 100.00%* | 2,195,448,000.00 | 2,022,093,000.00 | 92.09% |
| CIU* | ANA | 60,299* | 100.00% | ANA | 206,874,462.04* | 100.00% |
| UCT 4Ps | 226,804 | 224,248 | 98.87% | 544,329,600.00 | 538,195,200.00 | 98.87% |
| Uct SocPen | 288,028 | 171,372 | 59.50% | 691,267,200.00 | 411,292,800.00 | 59.50% |
| UCT Listahana | 207,997 | 181,700 | 87.36% | 501,281,200.00 | 436,080,000.00 | 86.99% |

*for updating. Reconciliation of financial reports on going.

III. CONCLUSIONS AND RECOMMENDATIONS

The section contains three major items: (a) conclusions and recommendations vis-à-vis achievement of the new DSWD organizational outcomes, (b) selected issues and concerns of ODSUs affecting operations and (c) conclusions and recommendations on the template usability and user-friendliness of the new HPMES forms.

For the HPMES templates, user experience and usability analysis is solicited from specified users (M&E staff and focals) explores the extent to which the template’s relevance, effectiveness, efficiency in its use and , and user-friendliness in a specified context of use for improving ease-of-use during the design process.

1. On the Accomplishments vis-à-vis Organizational Outcomes

| Organizational Outcome | Conclusions | Recommendations |
|--|--|---|
| <p>1: Wellbeing of Poor Families Improved</p> <p>Pantawid Pamilyang Pilipino Program</p> <p>KC-NCDDP</p> | <p>There is no administration of SWDI for 2018 year to assess the movement of level of well being of Pantawid beneficiaries from one level to the other.</p> <p>Well-being of poor families is an outcome indicator that includes internal programs and external partners and this where convergence comes in.</p> <ul style="list-style-type: none"> ➤ Unpaid grants for OTC beneficiaries for month 1 of 2017 Period 6 ➤ Delivery program deliverables affected by other tasks mandated to field staff (UCT SOcPen/Listahanan, AICS) ➤ Activities affected: distribution of re-cording & updating of beneficiaries ➤ Delayed engagement of conduit resulting to delayed conduct of payout ➤ Issues with LBP in the conversion of MOP from OTC to Cash Card resulting to delayed processing of enrolment of new account number and availability of physical card ➤ Approval of 2018 P5 fund for grants pending from DBM <p>Output indicator on “Number of communities implementing KC-NCDDP” does not match the</p> | <p>Champion to the Central Office to continue the SWDI administration in order to measure OO1.</p> <p>Continue the convergence strategy at the Field Office and sustain the operations of the internal convergence structures (Provincial Action teams and City/Municipality Action Teams). If there is no directions from the CO (NCTSU) on strengthening convergence, FOs should continue its initiatives in strengthening its regional convergence initiatives.</p> <p>Follow up unpaid grants</p> |

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| | <p>required data in the following fields required (as to a. Region, b. Province, c. Municipality, and d. Barangay). These are geographic categories and not communities as definition of “community(ies) is concerned..</p> | <p>Clarify terminology use of “community(ies)”. Are we counting the “communities as group of people as to poor sectors benefiting subprojects within geo-political divisions of (Region, Province, Municipality, and Barangay) or as community of place according to geo-political divisions (Region, province, Municipality, and Barangay)?. The latter are community of people and the latter is geographic categories.</p> |
| <p>2: Rights of The Poor And The Vulnerable Sectors Promoted And Protected</p> | <p>There is no administration of Family Risk and Vulnerability assessment as basis for identification of risks and vulnerabilities of sectors</p> <p>Sectoral plans and sectoral accomplishments are not comprehensive enough to capture regional sectoral situationer and accomplishments within DSWD programs and external sources.</p> | <p>Funding for FRVA technical assistance and resource augmentation for printing of templates for P/C/MSWDOs to be part of the TARA budget of Fos</p> <p>Provide technical assistance to sectoral and program focal in the development of sectoral plans and coordination with internal programs and external agencies (LSWDOs and interagency) to obtain comprehensive sectoral plans, regional situationer and accomplishment reports</p> |
| <p>3: Immediate Relief And Early Recovery of Disaster Victims/Survivors Ensured</p> | <p>Lack of Manpower (smallest division)</p> <ul style="list-style-type: none"> . processing of liquidation of Cash Advances and other admin functions . CCAM target has increased for regional implementation <p>Despite the trainings and technical assistance to the LGUs in handling emergency and disaster response, LGU counterparts shows lack of commitment</p> <p>Delayed provision of guidelines for CY 2019 implementation</p> | <ul style="list-style-type: none"> - Additional JO/admin staff - Additional of CCAM Personnel - Advocated with LGU to assign a Focal Person trained in DROMIC and to assist MSWDOs - Constant follow with Central Office |

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| 4: Continuing Compliance of Social Welfare And Development Agencies To Standards In The Delivery of Social Welfare Services Ensured | <ol style="list-style-type: none"> 1. Decentralized functions of Standards Bureau eg. Accreditation of PMC, Accreditation of CSO's, Monitoring of SWDAs. Spot Checking of Accredited CSO's and eventually accreditation of SWDAs w/o additional manpower at the FOs level. To date the staff complement of SS are as follows: 2. (PDOIII)-Technical Staff (one PDO is OIC Section Head) 1 (AAII), 1 (SWA), 1 (SWO1)-MOA-COS | Requesting replacement of SWO II handling RLA functions who was transferred to ARRS. |
| 5: Delivery of Social Welfare And Development Programs By Local Government Units Through Local Social Welfare And Development Offices Improved | New tool known as the Service Delivery Assessment tool is pending finalization from the Central Office and thus, there is no assessment for 2018 year to assess improvement of LSWDOs | Follow Central Office on the approved new tool for measuring functionality of LSWDOs and as basis of TARA provision for LGUs and LSWDOs |

2. Issues and Concerns on Selected Operations

PROTECTIVE SERVICES DIVISION

| ISSUES AND CONCERNS | ACTIONS TAKEN/ RECOMMENDATION |
|---|---|
| Supplementary Feeding Program | |
| 1. No approved guidelines for the 9 th cycle (2019-2020) SFP implementation in accordance with the "No Transfer of Funds" policy | Still waiting for the approved guidelines. |
| <ol style="list-style-type: none"> 2. On the premise of procurement by the FO through bidding process, the following factors are considered: <ul style="list-style-type: none"> • Time consuming process • Majority of the food commodities for bidding are perishable • Unavailability of food storage in almost all CDCs. • Handling & Hauling expenses would add up to the total cost of the commodities affecting quantity & quality. Very costly on the part of the government. • Bidding process would affect the quantity, quality, cost of food commodities and time consuming which could delay the provision of supplementary feeding to the children beneficiaries. • Lack of SF staff to take charge of the procurement documents as well as monitoring & supervision of the deliveries per LGU | <p>Generally, procurement through the bidding process is in contrast with the Implementing Rules & Regulations of the Gov't Procurement Reform Act, specifically section 53.12 on Community Participation</p> <p>C.O to consider these factors.</p> <p>Proposed additional staffs</p> |
| Social Pension Program | |

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| 1. Mode of Payment for 2019, no Fund Transfer. Risky for SDOs amount is (1 Billion) | Explore other mode of payment such as cash Card and Conduit to banks |
| 2. Re-validation of existing beneficiaries. FO cannot handle the validation alone since we only have 13 existing staff including admin and Accounting. Ratio of staff is 28,147 benes:1 Socpen Staff | C.O. proposed to hire validators but no updates until now. Already submitted number of validators to C.O. |
| 3. No data of SSS pensioners provided to DSWD FO | Soc Pen requested identified beneficiaries to get certification from SSS that they are not receiving pension from them |
| 4. Lack of SocPen Staff | Proposed additional staff on the WFP for 2019 |
| 5. No approved omnibus guidelines | C.O.to fast track the approval of the Omnibus Guidelines to be forwarded to Field Offices |
| 6. No pay-out unless validation is done and final directive is given. | Directives to be sent to F.Os |
| Crises Intervention Section | |
| 1. Unfilled position for CIU staff (FA, Admin Aide 1 to act as Encoders). | Coordinated/provided HR the list of staff complement per 2019 WFP. |
| 2. Voluminous documents for liquidation | Designation of an Alternate staff to sign the Certificate of Eligibility for approval of assistance. |
| 3. In flux of walk-in and referred clients due to the non-transfer of funds to LGU as per Memorandum Circular | Additional staff (JO Workers) to assist the SWA Aide in the liquidation. |
| 4. Lacking SDOs to Cash Advance for AICS | Increase the bond of existing SDOs and the issuance of SOs for additional SDOs. |
| 5. Leakage of roofing/ceiling of CIU office & bodega | Repair of roofing/ceiling of CIU office & bodega |
| Centers and Institutions | |
| Regional Center for Women | |
| 1. Delayed completion of other infrastructure projects | Close coordination with contractors |
| 2. Delayed processing of payments of some procurement projects | Close coordination with the Supply Unit, Accounting Units and Budget Unit. |
| 3. Land still under usufruct agreement with LGU of the Municipality of New Lucena | Strengthen advocacy with Municipal and Provincial LGU in order to secure deed of donation of the lot for the DSWD. |
| Home for Girls | |
| 1. Land still under usufruct agreement with the provincial LGU of Iloilo | Strengthen advocacy with Provincial LGU of Iloilo in order to secure deed of donation of the lot for the DSWD. Facilitate this after the election. |
| RRCY | |
| 1. Sustainability of CRCF staff | Requested for fund for continuity of the COS |
| Capacity Building Section | |
| Need for two (2) additional admin staff (AA) to be assigned at Capability Building Section and Knowledge Management | The Capability Building Section (CBS) is presently manned by only three (3) staff (TSII, 2 SWA) expected to perform all the functions under CBS: a. Capability building for LGUs |

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| | <ul style="list-style-type: none"> b. Ensure the quality of capability building activities c. Conduct of the SWD Forum twice a year d. Maintain the regions Knowledge Management, to wit: <ul style="list-style-type: none"> i. Social Welfare and Development Learning Network (SWDL-Net) ii. Core Group of Specialists iii. Maintenance of the Regional Learning Resource Center (RLRC) e. Bayanihang Bayan |
| Budget support for CBS activities and deliverables | At present, only three (3) activities lodged at CBS have corresponding budget (SWD Forum, Knowledge Management meetings and SWDL-Net meetings). SWD Forum budget is not sufficient for its requirement to be conducted twice a year, whereas, other programs under CBS needs a corresponding budget for its implementation. |
| Specialized Capability building for Training Specialists and IDCB practitioners | There is a need for the specialized capability building for the continued development of DSWD Training Specialists (and those involved in IDCB activities) competencies. This is to ensure quality and updated implementation/conduct of IDCB activities for IDCB Focal persons (per division) |

PROMOTIVE SERVICES DIVISION

| ISSUES AND CONCERNS | ACTIONS TAKEN/ RECOMMENDATION |
|---|---|
| KC-NCDDP | |
| 1. SP Completion in the OPCR 2018 | As-built SPs should not be included in the OPC target for 2019. Exit MOA has transferred responsibility to the LGUS. |
| 2. 15 SPs still to submit resolution not to request or 3rd tranche RFR | Area Coordinators to follow-up with the affected areas. |
| 3. Inactive MCT/MSIT as a risk for the conduct of Sustainability Evaluation | To actively involve Convergence (C/MAT) in monitoring of sustainability evaluation and activation of some MCT/MSIT in areas without deployed KC staff |

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| 4. Can't finalize early planning activity due to lack of direction for part 2 of the Makilahok and ODM trainings and other possible additional priorities | To seek clarification from the NPMO and request for face-to-face dialogue with MATA Cluster Team |
| Pantawid Pamilyang Pilipino Program | |
| <ol style="list-style-type: none"> 1. Unpaid grants for OTC beneficiaries for month 1 of 2017 Period 6 2. Delivery pg program deliverables affected by other tasks mandated to field staff (UCT SOcPen/Listahanan, AICS) 3. Delayed engagement of conduit resulting to delayed conduct of payout 4. Activities affected: distribution of re-carding & updating of beneficiaries 5. Land Bank of the Philippines <ul style="list-style-type: none"> • Conversion of MOP from OTC to Cash Card • Processing of enrolment of new account number (status) • Availability of physical card 6. Department of Budget and Management <ul style="list-style-type: none"> • Approval of 2018 P5 fund for grants | |
| Sustainable Livelihood Program | |
| <ul style="list-style-type: none"> • No assigned staff to implement a total of 590 spill-over projects with 14,694 beneficiaries funded through 2018 GAA. | |
| <ul style="list-style-type: none"> • Lacking field staff to monitor the implemented projects and to ensure its sustainability | <ul style="list-style-type: none"> • Allocation of staff to implement and monitor these projects. |
| <ul style="list-style-type: none"> • Limited staff assigned to implement and monitor PAMANA Projects | |
| <ul style="list-style-type: none"> • No clear processes and procedures in mainstreaming of projects/SLPAs | <ul style="list-style-type: none"> • Processes and procedures in mainstreaming of projects/SLPAs must be included in the guidelines |
| <ul style="list-style-type: none"> • SLP Operational Structure and Processes | <p>Need to review the operational structure of SLP in terms of:</p> <ul style="list-style-type: none"> • Upgrading of positions of Provincial Coordinators and RPMO Technical Staff • Management of referrals • Handling Grievances |

POLICY AND PLANS DIVISION

| ISSUES AND CONCERNS | ACTIONS TAKEN/ RECOMMENDATION |
|---|--|
| STANDARDS SECTION | |
| 1. Decentralized functions of Standards Bureau eg. Accreditation of PMC, Accreditation of CSO's, Monitoring of SWDAs. Spot Checking of Accredited CSO's and eventually accreditation of SWDAs w/o | Requesting replacement of SWO II handling RLA functions who was transferred to ARRS. |

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| additional manpower at the FOs level. To date the staff complement of SS are as follows: 2(PDOIII)-Technical Staff (one PDO is OIC Section Head) 1 (AAIL), 1 (SWA), 1 (SWO1)-MOA-COS | |
| POLICY DEVELOPMENT AND PLANNING SECTION | |
| No Administrative Asst. (AA) to rigorously process the admin works (i.e procurement and ect.). AA function being performed by Statistical Aide | Request a Job Order funded by other section/programs to help processing of document. |
| RICTMS | |
| 1. No conducive working space to be use for repairing of ICT equipment | Currently, we utilized the limited office space to repair of ICT equipment |
| 2. Air-condition Unit | Request an additional/replacement of cooling system; Additional Air-conditioning unit in the office |
| 3. No Administrative Asst. (AA) to rigorously process the admin works (i.e procurement and ect.) | Request a Job Order funded by other section/programs to help processing of document. |
| 4. CMT I Status of employment COS/MOA | Propose to upgrade the status of employment to contractual. |
| Unconditional Cash Transfer | |
| 1. Scheduling of special pay-outs for unpaid 2018 beneficiaries. LBP Iznart submitted a finalize schedule of pay-out for the additional UCT Listahanan Target prior to Notification Process (starting January 29, 2019) | Coordination meeting with RAC on planning out of proposed schedule for special pay-out. Consultation meeting with ARDO and HR on the hiring process and deployment of notifiers to fast rack and accomplish the notification activity before the proposed schedule of LBP |

DISASTER RESPONSE MANAGEMENT DIVISION

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| 1. Lack of Manpower (smallest division) <ul style="list-style-type: none"> Processing of liquidation of Cash Advances and other admin functions CCAM target has increased for regional implementation | <ul style="list-style-type: none"> Additional JO/admin staff Additional of CCAM Personnel |
| 2. Despite the trainings and technical assistance to the LGUs in handling emergency and disaster response, LGU counterparts shows lack of commitment | <ul style="list-style-type: none"> Advocated with LGU to assign a Focal Person trained in DROMIC and to assist MSWDOs |
| 3. Delayed provision of guidelines for CY 2019 implementation | <ul style="list-style-type: none"> Constant follow with Central Office |

ADMINISTRATIVE DIVISION

| ISSUES AND CONCERNS | ACTIONS TAKEN/ RECOMMENDATION |
|--|--|
| 1. Lack of office space to sort, store and archives documents in order implement 5s management system. | <ul style="list-style-type: none"> • Document warehouse • Utilization of ground floor on new building • Procurement of additional container van for NHTS • Construction of temporary warehouse (start of construction) |
| 2. Completion of 3-storey main building | <ul style="list-style-type: none"> • Follow-up with DPWH • Endorsement/representation of Sec. Bautista to Sec. Villar |
| 3. Completion of 2nd floor Canteen | <ul style="list-style-type: none"> • Close monitoring of remaining works • For completion January 31, 2019 |
| 4. Deployment of DSWD Vehicle to SWAD Teams (Antique, Aklan, Capiz, and Negros Occ.) | <ul style="list-style-type: none"> • Budget to hire 4 drivers • Review rules and regulations on the use of government vehicles. |
| 5. Obsolete air conditioners | <ul style="list-style-type: none"> • Provision of capital outlay fund in 2020 budget |
| 6. Continue capacity building of administrative staff on office management, 5's, records and archiving. | <ul style="list-style-type: none"> • Proposals for Capbuild this 2019 |
| 7. Additional staff to support Admin Division 8. Procurement and Supply (canvassing, serving of PO) 9. General Services 4 Drivers, 1- Admin Aide for communication allocation claims monitoring and Fuel, Oil and Lubricants monitoring 10. Records section 1 Admin Aide for SO encoding. | <ul style="list-style-type: none"> • Funds to hire JO for 2019 |

ATTACHED AGENCIES

| ISSUES AND CONCERNS | ACTIONS TAKEN/ RECOMMENDATION |
|---|--|
| RJJWC | |
| 1. Status of CICL Cases detained at Aklan Rehabilitation Center | <ul style="list-style-type: none"> • Facilitate dialogue with Hon. Judge Bienvenido Barrios. The agreement was for MSWDO to coordinate closely with their cases in the event that the CICL will be remitted to jail |
| 2. Allocation of 1% budget for strengthening of the LCPC | <ul style="list-style-type: none"> • Thorough advocacy campaigns in various venues such as the League of mayors, LCPC meetings. |

3. On the HPMES Forms

For the HPMES templates, user experience and usability analysis is the basis of conclusions and recommendations. Information are generated from the solicited comments from specified users (M&E staff and focals) during RCMET meetings, one-on-one interactions and technical assistance provision, and general comments of the PDPS as observed in the respective completion, submission of the HPMES templates.

Below are themes that explores the extent to which the template’s relevance, effectiveness, efficiency in its use, its user-friendliness in a specified context of use for improving ease-of-use and its relevance to reporting.

| | Conclusions | Recommendations |
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| <p>a. User Experience</p> <p>Due to the complex nature of the HPMES forms, it appears that there is a general difficulty among designated staff in filling-in the fields of the template that would provide value for relevant analysis for planners, statisticians, and M&E personnel at the regional level. HPMES templates users experiences the same difficulty with the old URBMES forms.</p> | <p>Quarterly targets are does not reflect accurate distributions based on quarterly planned estimates but rather an equal breakdown of the annual planned targets just for the cells in the template to be filled in. Furthermore, the semestral targets (1st and 2nd semesters) which are required for the semestral assessment reports are also the sum of the quarterly breakdown. Therefore, variances that may incur are not a consequence of what was actually planned and what was actually accomplished per quarter or semester. The figures were just a reflection of the equal breakdown or estimated breakdown of the annual estimates and not from a careful planning and review of historical data. In addition, reasons of variances (if there are variances) are not accurate analysis valuable for recommendations for steering measures at the ODSU level since the problem is beyond the control of the ODSU.</p> <p>Because the quarterly and semestral targets are just equal breakdown or arbitrary breakdown of the annual target, ODSU staff will have difficulty in making justifications when variances occur. This pose a risk for ODSUs to put “ANA” or as need arises in their targets, make changes in their targets, or cause apprehension for not meeting the target requiring them to prepare justifications for not meeting their targets for the period.</p> | <p>Recommendations:</p> <ol style="list-style-type: none"> 1. Technical Assistance from Bureau 2. Technical Assistance from PDPS during the RCMET meeting |

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| | <p>The current consolidation of data being conducted by PDPS is just for compliance for the completion of the HPMS templates. The integrity of data and information may affect the planning process and preparation of the subsequent year's work and financial plan as well as management actions for issues and concerns that may arise with regards consistency, accuracy, and quality of reports.</p> | |
| <p>b. Availability of Budget</p> | <p>The non-fix schedule of downloading and amount of budget downloading from the central office also comes later in the year. This results to the mismatching between planned implementation and actual implementation requiring adjustments in the planned targets for the period.</p> | <ol style="list-style-type: none"> 1. The Field Office is waiting for the implementation of the Central Office for the one time downloading of funds in the beginning of the year which was discussed and agreed during the 2018 internal budget hearing last March 20, 2018 attended by planning and budget officers led by the Financial Management Services (FMS) and the Policy Development and Planning Bureau (PDPB). This will assist ODSUs in 2. Divisions for its operations dedicated for quarterly meetings in preparation for the regional work and financial planning. The quarterly meetings currently are practiced only by selected divisions of which their budget are sourced out from the programs. This will assist ODSUs in |
| <p>Additional Issues:</p> | | |

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| <p>c. HPMES targets and accomplishments based in the approved RM are not broken down into provincial targets and accomplishments. The provincial breakdown of regional targets is requested by the provinces from the SWAD team leaders during Provincial Convergence Committee (PCC) meetings and requests from provincial level LGU and NGAs for provincial level data required by the DILG. SWAD Team leaders is having difficulty obtaining this data from program staff under their respective province. PDPS on the other hand is compelled to disaggregate the RM and HPMES targets and accomplishments into provincial data sets.</p> | <p>a.1 HPMES and RM targets and accomplishments are not disaggregated into provincial targets and provincial accomplishments. Thus, when provincial LGUs, intermediaries, and line agencies requests for disaggregated data according province is difficult to produce or PDPS will again request for disaggregation of data from respective ODSUs and provide this to the SWAD.</p> <p>a.2 SWAD Team Leaders are also not recognized by some program staff as the provincial heads that have administrative authority over them at the provincial level. Thus, SWAD team leaders depends on the PDPS for relevant provincial data.</p> | <p>a.1.1 Regional targets of the RM and HPMES is recommended to be distributed and broken down into provincial targets and accomplishments in order to generate Provincial Results Matrices and Provincial HPMES targets and accomplishments. This will be valuable to create provincial program profiles and a detailed breakdown of data from regional to provincial for better appreciation of provincial staff and provincial LGU partners.</p> <p>a.2.1 SWAD Team Leaders are recommended to the management to be recognized as provincial heads of the DSWD Provincial Extension Offices with full authority and direct supervision to all DSWD staff assigned in their respective provinces. This will allow them to obtain targets and accomplishments from provincial staff that reflects data breakdown from regional targets set by OBS</p> |
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Prepared by:

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