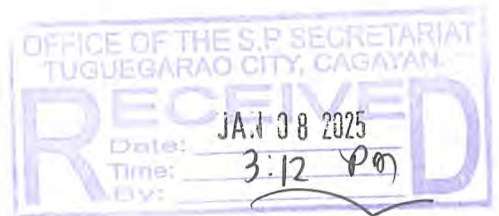




Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

Phone number : 0953-588-3721 | email address : cmotuguegaraocity@gmail.com



OFFICE OF THE CITY MAYOR

08 January 2025

THE PRESIDING OFFICER AND MEMBERS


Sangguniang Panlungsod
This City

Dear *Presiding Officer and Members of the Sanggunian*:

Herewith is the Memorandum of Agreement between the Tuguegarao City Government and the Department of Social Welfare and Development regarding the provision of Technical Assistance, for your information and appropriate action.

Thank you!

In the name of public service,


MAILA ROSARIO S. TING-QUE
City Mayor

Copy furnished:

- *DSWD*
- *City Legal Office*



MEMORANDUM OF AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT (the "Agreement") is made and entered into by and between:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**, a National Government Agency with office address at **DSWD Central Office**, Constitution Hills, Batasan Complex, Quezon City, Philippines represented by its Secretary, **HON. REXLON T. GATCHALIAN**, herein referred to as "**the DSWD**";

- and -

The **CITY GOVERNMENT UNIT OF TUGUEGARAO**, a political subdivision of the state with office address at **Enrile Boulevard, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan**, represented by its **Local Chief Executive**, **HON. MAILA ROSARIO S. TING-QUE** hereinafter referred collectively as "**Parties**."

WITNESSETH

Whereas, Republic Act 7160 otherwise known as the Local Government Code of 1991 provides that Local Government Units shall exercise such other powers and discharge such other functions and responsibilities as necessary, appropriate, or incidental to efficient and effective provision of the social welfare services and facilities which include 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;

Whereas, pursuant to Sanggunian Resolution No. _____, HON. MAILA ROSARIO S. TING-QUE, has been authorized to sign and execute the foregoing MOA in behalf of the LGU;

Whereas, Executive Order No. 15, s. 1998, as amended by Executive Order No. 221, s. 2003 states that the DSWD is mandated to provide assistance to local government units (LGUs), non-government organizations (NGOs), other national government agencies (NGAs), people's organizations (POs) in effectively implementing programs, projects, and services that will alleviate poverty and empower disadvantaged individuals, families, and communities for an improved quality of life as well as implement statutory and specialized programs which are directly lodged with the Department and/or not yet devolved to LGUs;

Whereas, DSWD Memorandum Circular No. 10, s. 2018 provides that the DSWD assists LGUs/Local Social Welfare and Development Offices by providing direction for the SWD sector through pertinent policies and plans enriching SWD programs and services for individuals, families, and communities at risk or in need, and, affording social protection for the poor, the vulnerable and the disadvantaged in

localities. These undertakings are manifested through the Technical Assistance and Resource Augmentation (TARA) Program of the DSWD;

Whereas, under the TARA program of the same MC, **Technical Assistance (TA)** consists of non-monetary interventions in the following forms, which are designed to enhance the capability of LSWDOs based on needs assessment, for the effective implementation of SWD programs, projects, and services such as training, training of trainers, orientation, demonstration session, workshop, forum, consultation or sharing session, conference, coaching and mentoring.

Whereas, pursuant to DSWD Administrative Order No. 02, s. 2024 with subject, "Adopting and Implementing the DSWD Strategic Plan from 2024-2028", one of the strategic objectives of the Department is to increase the capacities of LGUs in the social welfare and development services through enhancing the design and implementation of TAAORSS and institutionalization of Reward and Incentive Package of LGUs."

Whereas, the LGU shall submit its 3-year Technical Assistance Plan to the DSWD for which shall serve as the basis of the DSWD in the provision of non-monetary interventions to the LGU to enhance the capability of LSWDOs for the effective implementation of SWD programs, projects, and services.

Whereas, the DSWD and LGU share a common vision to protect, promote, and uphold the welfare and interest of the poor, vulnerable, and disadvantaged individuals, families, and communities;

Whereas, the DSWD is committed to provide the necessary technical assistance to the LGU pursuant to the approved 3-year plan;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties have agreed to commit themselves the following:

1. The **DSWD** shall:
 - a. Provide technical assistance to the LGU along the areas specified in the TA Plan which shall include but not limited to: 1) training, 2) orientation, 3) workshop, 4) forum, 5) conference, 6) coaching, and 7) mentoring.
 - b. Provide rewards and incentives on the best practices of the LGU through the Pagkilala sa Natatanging Kontribusyon sa Bayan (Panata ko sa Bayan Awards under DSWD Memorandum Circular (MC) No. 18, series of 2023, with subject, "Supplemental Guidelines on Memorandum Circular No. 1, series of 2017 – Revised Guidelines on the Pagkilala sa Natatanging Kontribusyon Awards on the Provision of Rewards and Incentives to Local Government Units through Local Social Welfare and Development Offices (LSWDOs) on Social Welfare and Development Local Implementation."
 - c. Conduct service delivery capacity assessment pursuant to DSWD MC No. 10, series of 2018, or the "Guidelines on the Provision of Technical Assistance to Local Government Units Through Local Social Welfare and Development Offices, which shall be scheduled and agreed upon between the parties"
 - d. Monitor the progress and accomplishments of the LGU in reference to the LGU TA Plan.

2. The **LGU** shall:

- a. Submit a 3-Year TA Plan (template attached as Annex "A"), approved and signed by the LCE and the LSWDO Head, to the DSWD through the concerned Regional Director, within 5 days upon execution of this MOA."
- b. Make available the necessary counterpart staff, logistics and/or funds to enable the DSWD to support the TA Plan;
- c. Assist the DSWD in the annual monitoring of the TA Plan to identify and address implementation gaps, problems or issues;

3. The parties may jointly conduct annual review of the TA Program implementation, based on the formulated 3-Year TA plan; and,

4. No amendment or modification to this Agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties."

Default, Delay and Breaches

This agreement shall be implemented in accordance with the terms and conditions herein stipulated. Failure on the part of any party to comply with any provision of the Agreement shall warrant of its revocation and shall give rise to the initiating appropriate administrative, civil and criminal cases against the official and employees.

Validity and Termination

This agreement shall take effect upon its execution, and shall remain valid for a period of three (3) years, unless earlier revoked or pre-terminated by their mutual consent.

IN WITNESS THEREOF, the parties hereby affix their signatures this ____ day of _____ at _____.

HON. REXLON T. GATCHALIAN
Secretary, DSWD

MAILA ROSARIO S. TING-QUE
Name of Local Chief Executive
LGU Tuguegarao

WITNESSES

DENISE FB BERNOS-BRAGAS, MD
Undersecretary, SCBG

JUANITO A. CALUBAQUIB
City/Municipal Administrator

LUCIA SUYU-ALAN, RSW
Regional Director

MELVIN T. PEREZ, RSW, MSSW
Local Social Welfare and
Development Officer

ACKNOWLEDGMENT

Republic of the Philippines)
City/Municipality of _____) S.S

BEFORE ME, a Notary Public for and in _____, on this ____ day of _____, 2024, personally appeared the following with their respective competent evidence of identification:

Name	Identification	Date issued	Place Issued
REXLON T. GATCHALIAN	DSWD ID. No. 23-0012	Feb. 8, 2023	Quezon City
MAILA ROSARIO S. TING-QUE			

All known to me to be the same persons who executed the foregoing document and acknowledgement that the same is an act of their free and voluntary will and deed.

IN WITNESS WHEREOF, I hereunto sign this document and affix my seal of office on this date and place aforementioned.

NOTARY PUBLIC
Until _____
PTR _____
TIN _____

Doc. No. _____
Page No. _____
Book No. _____
Series of 2024.



Republic of the Philippines
Region II
Province of Cagayan
City of Tuguegarao



ANNEX A

THREE-YEAR TECHNICAL ASSISTANCE (TA) PLAN

LGU Profile: Tuguegarao City is the lone city in the Province of Cagayan that serves as the seat of the Regional Government Center, a Center of Excellence in Education, a Regional Growth Center, a Regional Trading Center, a transport transfer station, and a major urban center in Northern Luzon. Dubbed as the Premier Smart Ibanag City, Tuguegarao City is envisioned as a resilient and environmentally sustainable city with an empowered populace in collective action to uphold the principles of human dignity, equality, and equity. It is actively working towards a diversified yet strong, vibrant, and investment friendly economy; a richer cultural identity having and providing for the best child friendly, peaceful, and orderly environment, taking pride of its action. The City Government of Tuguegarao commits itself to empower every person to achieve more through efficient delivery of quality services in the context of good governance with it's public servants' commitment to its core values such as, Leadership by Example, Innovation, Integrity, Commitment, Vigilance, and People-Centered.

SDCA Level based on the latest reassessment result

Total population:	169, 162
Income Class:	Second Class Component City
Staff Complement:	10 Permanent 8 Casual 4 Job Order

THREE (3) PRIORITY INDICATORS (This refer to the SDCA indicators which will be the focus for TA)	ISSUES AND CONCERNS (These refer to the factors that impede the LGU in achieving an improved level of service delivery capacity)	INTERNAL AND EXTERNAL RESOURCES TO ADDRESS THE PRIORITY INDICATORS (These refer to the resources within the LGU (funding, workforce, and facility) including those outside the unit (e.g. DSWD, PSWDO))	ACTIONS TO BE TAKEN TO IMPROVE THE LEVEL OF SERVICE DELIVERY (These refer to the activities/projects/programs to respond to the issues and concerns towards achieving improved level of service delivery)			PERSON RESPONSIBLE (This refers to the key office/unit/section/ persons involved in the execution of the identified activities/programs/projects)	EXPECTED OUTPUT (This refers to the intended output/deliverable of the activities/projects/programs, e.g. attendance and completion of the certificate course offered at the DSWD Academy)
			2024	2025	2026		
Recognition of Social Workers Managing Court Cases; Accreditation of CDCs and CDWs	<p>On Accreditation of SWs: Difficulty in complying with the standard requirements set on the accreditation of social workers managing court cases due to limited knowledge on the process</p> <p>On Recognition of CDCs and CDWs: Lack of concrete guidelines/ orientation/ directive on the recognition procedure especially during the transitioning period from the DSWD-Standards Section to the</p>	<p>External: There are DSWD FO II and PLGU-initiated trainings, seminars, and technical sessions offered to social workers</p> <p>Internal: The LGU provides logistic support to social workers and concerned staff</p> <p>LGU has two (2) accredited evaluators</p>	To allow the participation of social workers/ authorized participants and allocate funds for travelling expenses and other logistical needs.	Implementation and Monitoring of Re-Entry Action Plan	Monitoring and Evaluation of Action Plan Recalibration of Action Plan when necessary	<p>LGU Social Workers</p> <p>DSWD FO II-Standards</p> <p>PLGU-PSWDO</p> <p>ECCD Council</p>	<p>All social workers managing court cases have been accredited by court</p> <p>All 57 CDCs and CDWs shall have been recognized by the ECCD Council</p>

	ECCD Council in general						
Mainstreaming Social Protection Plan and Social Welfare in the Comprehensive Development Plan (CDP) and Local Development Investment Plan	No proper training for the SP Team on the formulation of a concrete and inclusive SPDR which is a pre-requisite on the preparation of the Social Protection Plan of the city	<p>External: There are DSWD FO II and PLGU-initiated trainings, seminars, orientations, and technical sessions offered to social workers</p> <p>Internal: LGU-initiated orientations and planning workshops among technical staffs and department/ unit heads on the formulation of a comprehensive CDP and LDIP</p> <p>LGU provides logistical support</p>	<p>To allow the participation of social workers/ authorized participants and allocate funds planning workshops and other logistical needs.</p> <p>Conduct of LGU-funded/initiate orientation workshop on FRVA and SP-VAM including the formulation or enhancement of the SPDR with the Local Social Protection Team</p> <p>Endorsement of the SPDR to the legislative body for resolution for inclusion in the CDP and LDIP</p>	Institutionalization of the SPDR as vital in the CDP and LDIP	<p>Monitoring and Evaluation of Action Plan</p> <p>Recalibration of Action Plan when necessary</p>	<p>LGU Social Workers</p> <p>DSWD FO II (Planning Section)</p> <p>PLGU-PSWDO</p> <p>Local SP Team</p> <p>RDC Members</p> <p>Legislative</p>	The Social Protection Team have formulated/ enhanced, institutionalized and included the SPDR in the CDP and LDIP of the city
Accreditation of CACL Center as Bahay Pag-Asa Youth Home and Senior Citizen Center	Lack of comprehensive training on the formulation of the Manual of Operation and Standard Procedure on Accreditation of the two care facilities;	<p>External: There are DSWD FO II and PLGU-initiated trainings, seminars, orientations, and technical sessions offered to social workers and other CSWDO staff</p>	<p>To allow the participation of social workers/ authorized participants and allocate funds the operation of these facilities, travel expenses of participants during trainings, seminars, or technical sessions, and other logistical needs.</p> <p>To conduct writeshop on the</p>	Implementation and Monitoring of Re-Entry Action Plan	<p>Monitoring and Evaluation of Action Plan</p> <p>Recalibration of Action Plan when necessary</p>	<p>LGU Social Workers</p> <p>DSWD Standards Section</p>	Staffs have undergone comprehensive trainings on handling clients

	No trained staff/ acting house parents on handling clients per respective facility	Internal: LGU provides logistical support on the relocation and operation of the facility	formulation of Manual of Operation of the two (2) facilities				
	No fund allocated for the Plantilla item of specific staff Re: Operation and management of the center or facility	LGU provides temporary building and funds for renovation for the two facilities	To allocate funds either from the 1% required fund for Children's PPAs, JJWA required Budget allocation, or under the regular Personal Services Fund, for additional Plantilla item specifically on the Operation and Management of these facilities	Lobby for possible funding allocation			Approved additional Plantilla item for the operation and management of the two facilities
	No fund allocated for the construction of the center or facility and the availability of lot		To allocate funds on the construction / establishment of the two (2) facilities with provision of lot				Established and accredited Bahay Pag-Asa Youth Home and Senior Citizens Center

Prepared by:



MELVIN T. PEREZ, RSW, MSSW

City Social Welfare and Development Officer

Date:

Approved by:



MAILA ROSARIO S. TING-QUE

City Mayor

Date:

Copy furnished:

DSWD Field Office II

Carig Sur, Tuguegarao City

Social Welfare Institutional Development Bureau

Constitution Hills, Batasan Complex, Quezon City