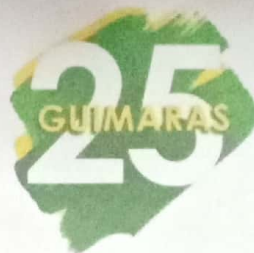




Republic of the Philippines
Province of Guimaras
OFFICE OF THE 9TH SANGGUNIANG PANLALAWIGAN
San Miguel, Jordan, Guimaras 5045



EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE 9TH SANGGUNIANG PANLALAWIGAN, PROVINCE OF GUIMARAS HELD AT THE SP SESSION HALL, 2ND FLOOR, GTIC BUILDING ON JANUARY 21, 2020.

PRESENT:

Hon. Cyril C. Beltran	-	SP Member and Majority Floor Leader
Hon. Aurelio G. Tionado	-	SP Member
Hon. David G. Gano	-	SP Member and Deputy Majority Floor Leader
Hon. Luben G. Vilches	-	SP Member
Hon. Diosdado G. Gonzaga	-	SP Member and Temporary Presiding Officer
Hon. Josefina G. de la Cruz	-	SP Member
Hon. Rex G. Fernandez	-	SP Member
Hon. Raymond H. Gavileñ	-	SP Member
Hon. Karren Kaye A. Gadnanan	-	Ex-Officio SP Member (SK Federation President)
Hon. Marilou S. Delumpa	-	Ex-Officio SP Member (PCL Federation President)
Hon. Glicerio G. Edang	-	Ex-Officio SP Member (LNB Federation President)

OFFICIAL BUSINESS:

Atty. John Edward G. Gando - Vice Governor

RESOLUTION NO. 19

RESOLUTION AUTHORIZING GOVERNOR SAMUEL T. GUMARIN, MD, MPH TO SIGN FOR AND IN BEHALF OF THE PROVINCIAL GOVERNMENT THE SPECIFIC IMPLEMENTATION ARRANGEMENTS FOR THE KALAHÍ CIDSS-NCDDP WITH THE MUNICIPALITY OF JORDAN

WHEREAS, the Honorable Governor in his letter dated January 17, 2020 is requesting for an authority to sign for and in behalf of the provincial government the Specific Implementation Arrangements for the KALAHÍ CIDSS-NCDDP with the Municipality of Jordan;

WHEREAS, the Specific Implementation Arrangements is a supplementary agreement to the General Memorandum of Agreement signed between the DSWD, Provincial Government of Guimaras and the Municipal Government of Jordan detailing the implementation arrangements for the KALAHÍ CIDSS-NCDDP in 177 areas in that municipality,

WHEREAS, this Honorable Body finds the request to be in order, thus interposing no objection on the same on the terms, conditions and stipulations of the draft Specific Implementation Arrangements presented before it;

NOW THEREFORE, on motion of Honorable Josefina G. de la Cruz, and duly seconded by all members;

THE 9TH SANGGUNIANG PANLALAWIGAN IN SESSION DULY ASSEMBLED:

CONTACT US: —



+63920 9815 602



ospguimaras@gmail.com



ProvinceofGuimaras

RESOLVED, to authorize Governor Samuel T. Gumarin, MD, MPH to sign for and in behalf of the provincial government, the following:

**SPECIFIC IMPLEMENTATION ARRANGEMENTS
FOR THE KALAHY CIDSS-NCDDP
(TIER 2 and Incentive Grant-177 Areas)**

This is a supplementary agreement to the General memorandum of Agreement signed between the Department of Social Welfare and Development (DSWD), Provincial Government of Guimaras and Municipal Local Government of Jordan. It details the implementation arrangements for the KALAHY CIDSS-NCDDP in 177 areas in the Municipality.

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

- Roles and Responsibilities of the Department of Social Welfare and Development (DSWD)

Pursuant to this agreement, the DSWD shall:

- Assign Area Coordinating Team (ACT) composed of Area Coordinator (AC), Technical Facilitator (TF)- Municipal Financial Analyst (MFA), Community Empowerment Facilitators (CEF) at the municipality and tasked to provide technical inputs and advice to facilitate implementation of the Program's Community Empowerment Activity Cycle. The ACT shall conduct monitoring, technical assistance and capability-building interventions to the Municipal Coordinating Team (MCT) and the Community Volunteers (CVs), to ensure that participatory development processes are correctly done and the design, selection, implementation and operation and maintenance of sub-project are compliant to procedural, technical and financial standards set by the program in its various manuals and implementation guidelines;
- Coordinate with the LPRAT-MIAC/MCC through the ACT in providing technical assistance and capability building to MLGU staff and CVs, monitoring and evaluating the performance and compliance of the municipality and its participating barangays in the implementation of the program.
- Provide grants for community sub-projects identified through a participatory, transparent and open process of community prioritization, following program guidelines for the purpose. The total amount of indicative community grants shall depend on the category of municipalities under the program.
- Provide grants to barangays, upon request and subject to program guidelines, for the preparation of community sub-project proposals and/or to support specific aspects of sub-project implementation, for and of selective types of sub-projects.
- Promote, through the ACT and RPMO, in partnership with the Regional and Provincial DILG and the Municipal Local Government Operations Officer (MLGOO), the active participation of provincial, municipal and barangay local government units in program implementation, facilitate enhanced functionality of Municipal and Barangay Development Councils and updating of Municipal and Barangay Development Plans, and ensure wide acceptance and ownership of KALAHY CIDSS-NCDDP principles and processes by the Provincial, Municipal and Barangay LGUs.

- Establish linkages with other National Government Agencies (NGA), Donor and other Development Agencies, Private Foundations and Civil Society Organizations, to leverage development assistance resources, technical assistance and other forms of support for program municipalities and communities.
- Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangement governing the implementation in the municipality.
- **Roles and Responsibilities of the Provincial Local Government Unit (PLGU)**

Pursuant to this agreement, the Provincial LGU shall:

- ▣ Promote KALAHY CIDSS-NCDDP and advocate through provincial legislation the adoption of KALAHY CIDSS-NCDDP participatory processes in the local development planning of Municipal and Barangay LGUs.
- ▣ Provide complementary resource and technical assistance support to the municipalities and barangays implementing the program within the province. Support can include provincial counterpart funds for community projects, technical assistance in sub-project design, implementation, and operation and maintenance and capacity building and training on participatory development planning and expenditure management, and other capability-building needs of municipal and barangay LGUs.
- ▣ Conduct monitoring and evaluation of municipal and barangay LGU compliance to program processes and guidelines, in coordination with the RMPO.
- ▣ Designate the Provincial Planning and Development Coordinator (PPDC) or the Provincial Social Welfare and Development Officer (PSWDO) as KALAHY CIDSS-NCDDP Provincial Focal Person (PFP). It shall be the role of the PFP to (i) organize provision and delivery of provincial technical assistance and capability building support to MLGUs engaged in the program, in coordination with the DSWD KC RPMO; (ii) coordinate with provincial stakeholders to leverage additional complementary support to program implementation, and; (iii) represent the PLGU in important implementation, monitoring and evaluation, and management and supervision activities organized by the program at the Regional, Provincial and Municipal Level, such as but not limited to municipal orientations, sub-project technical review, sub-project ranking and prioritization, monitoring of sub-project implementation, sub-project inaugurations, Regional Project Management Team (RPMT) meetings, and any other activities.

- **Roles and Responsibilities of the Municipal Local Government Unit**

Pursuant to this agreement, the Municipal LGU shall:

- Pass relevant ordinances and/or resolutions in support of community-driven development and participatory governance, and implementation of the KALAHY CIDSS-NCDDP in the municipality, to include but shall not be limited to the following:

- ◇ Institutionalization of People's Participation, Transparency and Social Accountability and development and implementation of strategies to mainstream the same in LGU development planning and poverty reduction programs, plans and activities (PPAs).
- ◇ Convergence of National Government Agency (NGA) poverty reduction PPAs in the municipality.
- ◇ Allocation of local counterpart funds for the KC-NCDDP.
- ◇ Organize a Local Poverty Reduction Action Team (LPRAT) to serve as Municipal Inter-Agency Committee (MIAC)/Municipal Convergence Committee (MCC), and Municipal Coordinating Team (MCT), designation of members, and allocation of funds for LPRAT-MIAC and MCT operations.
- ◇ NGO and PO accreditation.
- ◇ Support to BDP formulation and BDP-MDP integration.
- Provide Local Counterpart Contributions (LCC) for the implementation of the KALAH! CIDSS-NCDDP following an agreed delivery timetable indicated in an approved LCC delivery plan, and which shall include, but may not necessarily be limited to the following:

If KC-NCDDP Funding is....	Required LCC
Up to 100% of the LGU LDF	10% of the LDF
Over 100% up to 150% of the LDF	15% of the LDF
Over 150% of the LDF	20% of the LDF

- ◇ Opening of Municipal Trust Funds where all municipal cash contributions for sub-projects (where applicable) and CBIS activities shall be deposited, in accordance with the agreed delivery timetable indicated in the approved LCC delivery plan.
- Make accessible relevant information on the state of the municipality and the LGU, as well as on LGU plans, programs, and activities including but not necessarily limited to the following:
 - ◇ Income and expenditure (including municipal assets that may be tapped to support Program implementation, as well as liabilities that may hinder delivery of counterpart commitments- e.g. loans and commitments to other NGAs and institutions.
 - ◇ Budgets, including data and information used for formulating budgets.
 - ◇ LGU plans and activities to address local poverty and development, including data and information used for formulating municipal plans.
 - ◇ LGU plans and activities to assess the state of competency of LGU staff, and address competency gaps.

- Promote and support the active engagement of citizens and their organizations in the design, planning and implementation of PPAs on poverty reduction, and in the implementation of the KC-NCDDP in the municipality and:
 - ◊ Conduct NGO-PO accreditation.
 - ◊ Increase PO-NGO representation in the MDC, and ensure PO-NGO representation in Local Special Bodies (LSB) at the municipal and barangay level.
 - ◊ Provide preferential attention to the participation of women, and other highly vulnerable groups (i.e. the poorest, Indigenous People, youth, the elderly and others) in the implementation of the program.
 - ◊ Subject the Municipal and Barangay GAD plans and the prioritization of GAD-funded projects to participatory review and assessment of gender responsiveness and to possible enhancement.
 - ◊ Create mechanisms for regular LGU-Civil Society (CSO) consultation and dialogue.
 - ◊ Encourage PO-NGO participation in program implementation, and in independent monitoring.
- Uphold and preserve the integrity of the KALAHI CIDSS-NCDDP procurement and fiduciary processes, and:
 - ◊ Assist community volunteers in undertaking procurement in a fair and transparent manner, and to defend the community-based procurement process from any and all attempts at undue influence.
 - ◊ Assist the program in helping volunteers to: (i) manage financial transactions in accordance with existing rules and regulations and (ii) ensure sound financial management system.
- Provide support to KALAHI-CIDSS implementation and capability building activities and, prior to start of program operations:
 - ◊ Organize, through Executive Order, the Local Poverty Reduction Action Team (LPRAT) to serve as Municipal Inter-Agency Committee (MIAC)/Municipal Convergence Committee (MCC) to provide technical support to Program implementation. LPRAT-MIAC/MCC members shall be headed by the Municipal Mayor or his/her duly authorized representative, and composed of all heads of LGU units such as, but not limited to, the MSWDO, MPDC, MLGOO, Municipal Engineer, MHO, MAO, MARO, the Budget Officer, and other LGU staff.
 - ◊ Form, through Executive Order, a Municipal Coordinating Team (MCT) with at least three (3) regular staff to provide implementation support to Area Coordinating Team (ACT) in the implementation of program processes and activities along the Community Empowerment Activity Cycle (CEAC). MCT members should have at least municipal staff (MSWDO, Municipal Engineer and Municipal Accountant) seconded to the project, and shall be composed of a Municipal Area Coordinator, a Deputy Municipal Area Coordinator, a Municipal Finance Officer, and at least one (1) Community Facilitator for every three barangays and the Municipal Gender, IP and DRRM Focal Person.

- ◊ Assign a Municipal Staff as GAD, IP and DRRM Focal Person in support to program operations. The GAD, IP and DRRM Focal Person shall sit as a member of the MCT and work closely with the ACT and the MIAC/MCC in the performance of GAD, IP and DRRM-CCA related program activities.
- ◊ Provide office space (subject to program specifications, to be provided) within the Municipal building and office furniture/fixtures, equipment and supplies for a Joint MCT-DSWD Technical Team.
- ◊ Provide equipment, personnel and other logistics support to KC-NCDDP participatory monitoring and evaluation (M and E) activities, including computer-based data processing (encoding, collation and storage) and provision of this data to the KC-NCDDP Technical Team and local communities for their reflection and action.
- ◊ Comply with the program's implementation procedures and guidelines as contained in the program's various manuals, policy issuances and directives.
- ◊ Participate during regular and milestone KC-NCDDP-LGU-community assessment meetings, for local review of performance against General MOA and SIA commitments, plans, targets and outcomes and action planning.
- ◊ Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangements governing the implementation of GPBP in the municipality.

I. DISENGAGEMENT, TERMINATION FOR CAUSE AND SANCTIONS

- The municipal and provincial LGU may request termination of this SIA and disengagement from the program, upon written notice to the other parties specifying the reasons for the disengagement. The process of termination and disengagement shall follow program guidelines developed by the DSWD for the purpose.
- As the program proponent duly representing the government of the Philippines under the Loan Agreement with the World Bank, the DSWD reserves the right to suspend program implementation for grievance relating to non-compliance or violation by the province and/or the municipality of any provision of this SIA.
- Non-compliance or violation by the municipality of any provisions of this SIA, as determined by the DSWD after an investigation, shall result in the imposition of the following sanctions, barangays, or the entire municipality from the project.
- In the event that the municipality fails to complete the approved subprojects by October 31, 2020, the municipality shall be constrained to shoulder all the corresponding costs required to complete implementation of the subprojects.

II. EFFECTIVITY AND AMENDMENTS

This Specific Implementation Arrangement shall take effect on _____ unless sooner terminated by ALL PARTIES in writing.

Any amendment to this agreement shall be made in writing and must be concurred by ALL PARTIES.

Annex I DEFINITION OF TERMS

- ❑ **Area Coordinating Team (ACT)** refers to the group of capable and qualified persons contracted by the DSWD to facilitate the implementation of the program in the municipality through technical assistance provision to the Municipal Coordinating Team (MCT).
- ❑ **Capacity Building and Implementation Support or CBIS**, for purposes of this SIA, is defined as the portion of the municipal LCC covering salaries and other operations costs for municipal staff to be engaged in the project.
- ❑ **Community Empowerment Activity Cycle or CEAC** refers to the basic implementation cycle of the program, specifying the stages, key activities and implementation milestones of the program.
- ❑ **Community Grant** refers to the funds taken from the Loan Proceeds and the counterpart of the Government of the Philippines that is released to the barangay for the implementation of a duly prioritized and approved community sub-project.
- ❑ **Community Volunteers or CV** refers to community residents mobilized and engaged by the program to undertake community activities along the CEAC. Community volunteers shall be duly recognized by the barangay through a resolution of the Barangay Assembly.
- ❑ **Cycle** refers to the implementation of the CEAC covering one year.
- ❑ **KALAHI CIDSS-NCDDP**, (also herein after referred to as the "Program") refers to the "Kapit-Bisig Laban sa Kahirapan Comprehensive and Integrated Delivery of Social Services- National Community-Driven Development Program".
- ❑ **Local Counterpart Contribution or LCC** refers to the contribution of the local government units, the communities and other local stakeholders to the Total KC-NCDDP and/or BUB Funding for the implementation of the program in the municipality, and includes counterpart for (i) sub-project implementation; (ii) capacity building and implementation support (CBIS), and; (iii) project management support. The LCC can be in the form of cash or in-kind.
- ❑ **LCC Delivery Plan** is a document that outlines the breakdown and schedule of delivery of local counterpart contributions by the municipal LGU. The plan shall be subjected by the LGU to negotiations with, and approval by, the DSWD, with the final delivery plan document resulting from such negotiations subject to final concurrence by the Sangguniang Bayan, through a budget ordinance.
- ❑ **General Memorandum of Agreement or General MOA** refers to the agreement executed among the DSWD, PLGU and MLGU to develop and implement social protection programs that will address the needs of the poor, empower citizens and promote inclusive growth in the municipality.
- ❑ **Specific Implementation Arrangement or SIA** refers to this agreement.
- ❑ **Municipal and Barangay Development Council or MDC and BDC** respectively, refers to the local special body mandated by the Local Government Code (RA 7160) tasked to assist the municipal or barangay council in setting the

direction of economic and social development, as well as coordinating development efforts within the municipal or barangay jurisdiction. In the course of implementing the KALAH! CIDSS-NCDDP, the MDC and BDC shall be expanded to include more CSO and CBO representatives from the barangays.

- ❑ **Municipal Coordinating Team or MCT** refers to the unit formed by the municipal LGU through an Executive Order, to provide operations support to the Technical Team during program life in the municipality, and to lead in planning for, and conduct of sustainability activities after project phase-out.
- ❑ **Local Poverty Reduction Action Team (LPRAT) as Municipal Inter-Agency Committee (MIAC)/Municipal Convergence Committee or LPRAT-MIAC/MCC** refers to the committee formed by the municipal LGU to provide technical assistance to the barangays in the preparation of barangay development plans and barangay sub-project proposals, and monitor the implementation of on-going barangay sub-projects.
- ❑ **Regional Project Management Office or RPMO** refers to the composite group of project-hired staff and specialists and DSWD organic staff, based at the DSWD Regional Office and headed by a Regional Project Manager, and tasked to undertake the day to day operations of the program in coordination with the SRPMO.
- ❑ **Sub-project** refers to the community projects identified by the barangay assembly and proposed for KALAH! CIDSS-NCDDP FUNDING, and prioritized by the municipal inter-barangay forum (MBF).
- ❑ **Total KC-NCDDP and BUB Funding.** For purposes of this SIA, this is defined as the total cost of implementing the project in the municipality, and shall include (i) community grant, cost of CEAC activities, project management support and Capacity Building and Implementation Support to be provided by the DSWD to the municipal local government unit, and (ii) local counterpart contribution provided by the PLGU, MLGU, communities and other stakeholders for KC-NCDDP implementation.


RESOLVED FURTHER, to send a copy of this resolution to the Honorable Governor, KALAH!-CIDSS-NCDDP, Provincial Social Welfare and Development Office, Municipality of Jordan and all other concerned agencies for information and appropriate action.

APPROVED. January 21, 2020.

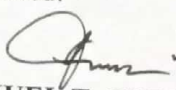
I hereby certify that the foregoing is a true and accurate copy of the resolution which was duly adopted by the 9th Sangguniang Panlalawigan of the Province of Guimaras during its regular session held on January 21, 2020.


LORENA MINIERVA-ITUCAS
 Secretary to the Sangguniang Panlalawigan

Attested:


DIOSDADO G. GONZAGA
 SP Member
 Temporary Presiding Officer

Approved:


SAMUEL T. GUMARIN, MD, MPH
 Governor