



Republic of the Philippines  
Province of Guimaras  
**OFFICE OF THE 9<sup>TH</sup> SANGGUNIANG PANLALAWIGAN**  
San Miguel, Jordan, Guimaras 5045



EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE 9<sup>TH</sup> SANGGUNIANG PANLALAWIGAN, THIS PROVINCE HELD AT THE SP SESSION HALL, 2<sup>ND</sup> FLOOR, GTIC BUILDING ON MARCH 17, 2020.

**PRESENT:**

Hon. Cyril C. Beltran	-	SP Member and Majority Floor Leader
Hon. David G. Gano	-	SP Member and Deputy Majority Floor Leader
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. Gavileño	-	SP Member
Hon. Karren Kaye A. Gadnanan	-	Ex-Officio SP Member (SK Federation President)
Hon. Marilou S. Delumpa	-	Ex-Officio SP Member (LNB Federation President)
Hon. Glicerio G. Edang	-	Ex-Officio SP Member (PCL Federation President)

**ABSENT:**

Atty. John Edward G. Gando	-	Vice Governor
Hon. Aurelio G. Tionado	-	SP Member
Hon. Luben G. Vilches	-	SP Member

**RESOLUTION NO. 78**

**RESOLUTION AUTHORIZING GOVERNOR SAMUEL T. GUMARIN, MD, MPH TO SIGN FOR AND IN BEHALF OF THE PROVINCIAL GOVERNMENT OF GUIMARAS THE SPECIFIC IMPLEMENTATION ARRANGEMENTS FOR THE KALAHI CIDSS-NCDDP 4<sup>TH</sup> CYCLE IMPLEMENTATION WITH THE DEPARTMENT AND SOCIAL WELFARE AND DEVELOPMENT AND THE MUNICIPALITY OF SAN LORENZO**

WHEREAS, the Honorable Governor in his letter dated March 9, 2020 is requesting for an authority to sign for and in behalf of the provincial government the Specific Implementation Arrangements for the KALAHI CIDSS-NCDDP 4<sup>th</sup> Cycle Implementation with Department of Social and Welfare Development Region 6 and Municipality of San Lorenzo;

WHEREAS, the Specific Implementation Arrangements is a supplementary agreement to the General Memorandum of Agreement signed between the Provincial Government of Guimaras and the Municipal Government of San Lorenzo;

WHEREAS, this Honorable Body finds the request to be in order, thus interposing no objection on the request subject to the terms, conditions and stipulations set forth in the draft Memorandum of Agreement presented before it;

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

THE 9<sup>TH</sup> SANGGUNIANG PANLALAWIGAN IN SESSION DULY ASSEMBLED:

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

**CONTACT US:**



+63920 9815 602  
+63920 9815 602



ospguimaras@gmail.com  
ospguimaras@gmail.com



Province of Guimaras

## SPECIFIC IMPLEMENTATION ARRANGEMENTS for the KALAHI CIDSS-NCDDP 4TH CYCLE IMPLEMENTATION

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 SAN LORENZO. It details the implementation arrangements for the KALAHI CIDSS-NCDDP 4th cycle implementation.

The KALAHI CIDSS-NCDDP 4th cycle implementation grant is provided to selected municipalities that have not completed the four (4) cycle implementation and showed good performance from previous cycle implementation. Hence, access to avail the grant shall be limited only to 8 municipalities in four (4) provinces namely, Antique, Guimaras, Iloilo and Negros Occidental in Region VI.

The timeframe for sub-project implementation will cover from February 2020 until September 2020.

### ***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) and Community Empowerment Facilitators (CEF)** at the municipality and tasked to provide technical inputs and advice to facilitate implementation of the Community Driven Development-Local Planning Process (CDD-LPP) Initiatives). 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 **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, subject to availability of funds, 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 KALAHI 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 KALAH! CIDSS-NCDDP and advocate through provincial legislation the adoption of KALAH! 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 RPMO;
- Designate the Provincial Planning and Development Coordinator (PPDC) or the Provincial Social Welfare and Development Officer (PSWDO) as KALAH! 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 levels, 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.

### C. 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 KALAH! 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 KALAHCI 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 KALAHCI-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, and MAO, MARO, the Budget Officer, and other LGU staff.



- Form, through Executive Order, a Municipal Coordinating Team (MCT) to provide implementation support to **Area Coordinating Team (ACT)** in the implementation of Program processes and activities along the Community Driven Development-Local Planning Process (CDD-LPP) initiatives., and shall be composed of a Municipal Area Coordinator, a Deputy Municipal Area Coordinator, a Municipal Finance Officer, and Community Empowerment Facilitator with a ratio of 1: 4 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&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 Unified 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.

## ***II. 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 August 31, 2020, the Municipality shall be constrained to shoulder all the corresponding costs required to complete implementation of the subprojects.

## ***III. EFFECTIVITY AND AMENDMENTS***

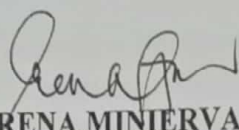
This Specific Implementation Arrangement shall take effect on February 24, 2020 and valid until September 30, 2020 only unless the approval for the KC-NCDDP Program Extension was received, in which case, the SIA shall be extended until December 31, 2020 without necessarily executing another SIA. However, the approval of the Program Extension shall be attached as proof.

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

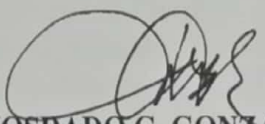
RESOLVED FURTHER, to send a copy of this resolution to the Honorable Governor, KALAHI-CIDSS-NCDDP, Department of Social Welfare and Development Office, Municipality of San Lorenzo and all other concerned offices for information.

APPROVED: March 17, 2020.

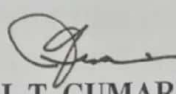
I hereby certify that the foregoing is a true and accurate copy of the resolution which was duly adopted by the 9<sup>th</sup> Sangguniang Panlalawigan of the Province of Guimaras during its regular session held on March 17, 2020.

  
**LORENA MINIERVA-ITUCAS**  
Secretary to the Sangguniang Panlalawigan

Attested:

  
**DIOSDADO G. GONZAGA**  
SP Member/Temporary Presiding Officer

Approved:

  
**SAMUEL T. GUMARIN, MD, MPH**  
Governor