

# **POLICY & PLANS SUB-CLUSTER TRANSITION REPORT 2016-2022**

## Table of Contents

	<b>LIST OF ABBREVIATIONS .....</b>	<b>2</b>
	<b>EXECUTIVE SUMMARY .....</b>	<b>3</b>
<b>I.</b>	<b>PPG AT A GLANCE .....</b>	<b>3</b>
<b>II.</b>	<b>PPG ORGANIZATIONAL STAFFING .....</b>	<b>5</b>
<b>III.</b>	<b>PPG BUDGET OVERVIEW FOR 2021-2022 .....</b>	<b>5</b>
<b>IV.</b>	<b>PPG KEY RESULT AREAS AND MAJOR OUTPUTS .....</b>	<b>6</b>
	A. SECTOR PLANS AND POLICY DEVELOPMENT .....	6
	B. MANAGEMENT OF REGIONAL AND INTERNATIONAL COMMITMENTS .....	7
	C. AGENCY PERFORMANCE PLANNING AND MONITORING .....	8
	D. RESEARCH AND EVALUATION .....	8
	E. RESOURCE GENERATION .....	9
<b>V.</b>	<b>PPG DESIGNATED ROLES IN VARIOUS INTER-AGENCY AND DSWD INTER-OFFICE COMMITTEES AND TECHNICAL WORKING GROUPS .....</b>	<b>10</b>
<b>VI.</b>	<b>KEY STAKEHOLDERS AND PARTNERS .....</b>	<b>11</b>
<b>VII.</b>	<b>PPG PRIORITY AREAS .....</b>	<b>13</b>
<b>VIII.</b>	<b>POLICY AND PLANS SUB-CLUSTER OFFICES .....</b>	<b>16</b>
	A. POLICY DEVELOPMENT AND PLANNING BUREAU (PDPB) .....	15
	B. RESOURCE GENERATION AND MANAGEMENT OFFICE (RGMO) .....	18
	C. RISK MANAGEMENT OFFICE (RMO) .....	21
<b>Annex 1</b>	<b>LIST OF EXTERNAL COMMITTEES AND TECHNICAL WORKING GROUPS</b>	
<b>Annex 2</b>	<b>LIST OF INTERNAL COMMITTEES AND TECHNICAL WORKING GROUPS</b>	
<b>Annex 3</b>	<b>PPG ORGANIZATIONAL STRUCTURE</b>	
<b>Annex 4</b>	<b>PDPB ORGANIZATIONAL STRUCTURE</b>	
<b>Annex 5</b>	<b>RESOURCE GENERATION MANAGEMENT OFFICE ORGANIZATIONAL STRUCTURE</b>	
<b>Annex 6</b>	<b>RISKS MANAGEMENT OFFICE ORGANIZATIONAL STRUCTURE</b>	
<b>Annex 7</b>	<b>ACKNOWLEDGEMENT</b>	

## List of Abbreviations

ASCC	ASEAN Socio-Cultural Community
DBM	Department of Budget and Management
DILG	Department of the Interior and Local Government
DSWD	Department of Social Welfare and Development
NEDA	National Economic and Development Authority
OBSU	Offices, Bureaus, Services and Units
PDP	Philippine Development Plan
PDPB	Policy Development and Planning Bureau
PEAD	Policy and External Affairs Division
PMD	Planning Monitoring Division
PPG	Policy and Plans Sub-Cluster
PSA	Philippine Statistics Authority
RED	Research and Evaluation Division
RGMO	Resource Generation Management Office
RMO	Risks Management Office
SDC-SCSP	Social Development Committee- Sub-Committee on Social Protection
SGLG	Seal of Good Local Governance
SP	Social Protection
SWD	Social Welfare and Development

## EXECUTIVE SUMMARY

This Transition Report presents the composition and functional coverage of the Policy and Plans Sub-Cluster or the Policy and Plans Group (PPG) of the Department of Social Welfare and Development (DSWD). The PPG is composed of three (3) offices, namely: 1) Policy Development and Planning Bureau (PDPB), 2) Resource Generation and Management Office (RGM), and 3) Risk Management Office (RMO). The PPG is headed by an Undersecretary and assisted by an Assistant Secretary. Its total staffing is one hundred five (105) with eighty (80) regular/permanent positions and twenty-five (25) contract of service positions.

The main scope of work of the PPG revolves around policy development, plans formulation, performance monitoring and documentation, research and evaluation, resource generation, risk management and provision of technical assistance. The PPG oversees the overall operations and implementation of programs and services of the DSWD. Likewise, it serves as the clearing house for bilateral, multilateral, regional and international coordination and cooperation at the Association of Southeast Asian Nations (ASEAN), Asia-Pacific Economic Cooperation (APEC), and the United Nation (UN) levels.

The 2022 budgetary requirement of the PPG is P68,128,000 allocated for the salaries of regular employees and contract of service workers and for the Maintenance and Other Operating Expenses expenses that occur on a day-to-day basis to carry out the functions of the PPG.

Key results areas and major outputs are as follows: operational and program policies and guidelines, sectoral and agency plans, social welfare researches and studies, risk management plans, resource generation, technical assistance and partnership and collaboration with development partners and ASEAN-member organizations. Furthermore, this report cites the PPG designated roles in various inter-agency and DSWD inter-office committees and technical working groups. Identified priority areas of the PPG for the succeeding years include:

1. Redefining the steering functions of the DSWD over its rowing role in the Social Welfare and Development (SWD) sector.

2. Ensuring the smooth transition of functions being undertaken by the PPG to the newly created agencies.
3. Strengthening Social Protection (SP) initiatives in line with DSWD's role as the lead in social protection and chair of the NEDA Social Development Committee Sub-Committee on Social Protection (SDC-SCSP)
4. Assigning within the PPG, as inherent to its functions, the DSWD representation to national planning oversight agencies (i.e. National Economic Development Authority, Department of Budget and Management).
5. Revisiting the mandates, functions and deliverables of the PPG offices to ensure a more responsive structure and appropriate staffing complement.

## TRANSITION REPORT OF THE POLICY AND PLANS GROUP

### I. PPG at a Glance

Based on the 2005 Rationalization and Streamlining Plan (RSP) approved by the Department of Budget and Management (DBM), the DSWD shifted its organizational and functional structure from being a direct service provider to becoming an enabler through its steering role, with emphasis on policy-making, advocacy, standards setting, regulation, and technical assistance and resource augmentations to Local Government Units (LGUs)<sup>1</sup>.

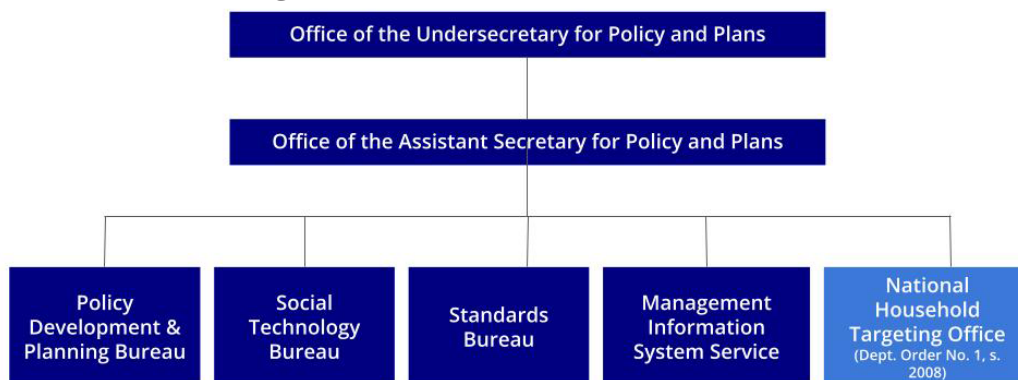
Figure 1 shows the PPG functional structure based on the 2005 RSP. Consistent with Executive Order (EO) No. 15 s. 1998, as amended by EO No. 221 s. 2003, the DBM-approved 2005 DSWD Functional Structure consists of 3 major clusters, namely Policy and Plans Group (PPG), Operations and Capacity Building Group (OCBG), and General Administration and Support Services Group (GASSG).

Specifically, the PPG was composed of the Policy Development and Planning Bureau, Social Technology Bureau, Standards Bureau, and Information and Communications Technology Management Service, formerly the Management Information Systems Service. The National Household Targeting Office was created in 2008 through Department Order No. 1 series of 2008

<sup>1</sup> The DSWD Rationalization and Streamlining Plan was approved by the DBM on January 28, 2005.



**Figure 1. PPG Functional Structure**



“Adopting a Household Targeting System for Poverty Reduction for DSWD Social Protection Programs and Services.”

Over the past years, the DSWD has undergone several internal reorganizations. At present, the PPG is headed by an Undersecretary and assisted by an Assistant Secretary. Offices under the PPG are the Policy Development and Planning Bureau (PDPB), Resource Generation and Management Office (RGMO), and Risk Management Office (RMO)<sup>2</sup>. Under the current organizational structure and as defined by Administrative Order (AO) No. 01 s. 2019<sup>3</sup>, Figure 2, shows the recent structural changes of the PPG.

The current role of the PPG covers: (1) leadership in ensuring that the mandate of the DSWD is achieved through the development, implementation and monitoring and evaluation of SWD and Social Protection Plans; (2) oversight of the DSWD’s role as the lead in SWD and Social Protection Sectors; and (3) alignment of policies, plans and programs

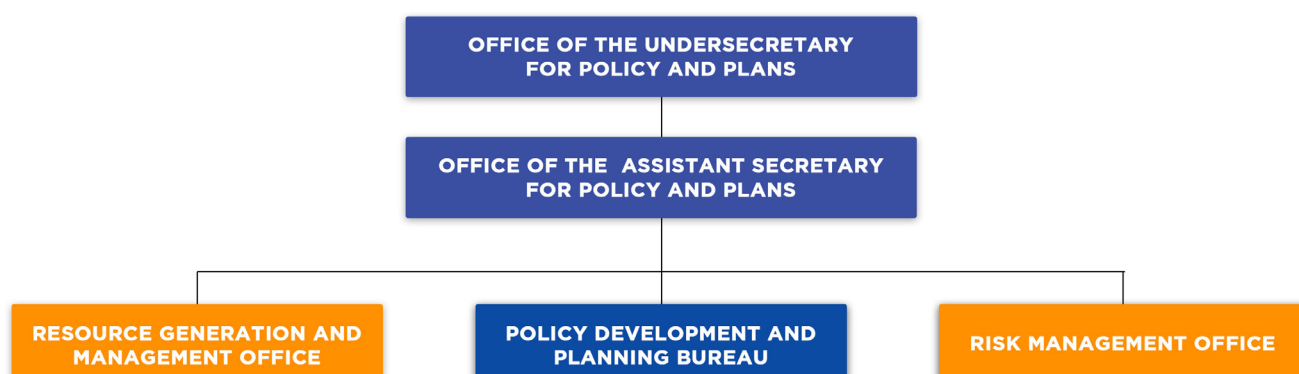
to national plans/policies, regional and other international commitments. The specific functions of the PPG are outlined as follows:

1. Oversees the operational activities such as:
  - a. Policy and Plans Formulation
  - b. Sector and Agency Performance Monitoring and Evaluation
  - c. Research and Evaluation
  - d. Resource Generation
  - e. Risk Management
2. Serves as the clearing house for bilateral, multilateral, regional and international coordination and cooperation at the ASEAN, APEC, and the UN levels, particularly in:

Ensuring that the DSWD is able to comply with its regional and international commitments  
Providing the necessary coordination and technical support to maintain the DSWD leadership role along SWD in ASEAN, APEC and the UN Levels

**Figure 2 PPG Current Functional Structure**

(AO No. 1 series of 2019)



<sup>2</sup> The RMO is an internally created office under Policy and Plans as per issuance of AO No. 12 s. 2021 or the Establishment of Risk Management Office

<sup>3</sup> Based on Administrative Order No. 01, series of 2019 or the Management Reorganization of the DSWD Central Office. AO No. 01, series of 2019 was further amended to A.O No. 07, series of 2019 to transfer the NHTO from Policy and Plans Sub-Cluster to the Office of the Secretary Group.

**Table 1: Distribution of the PPG Organizational Staffing**

Office	Permanent / Coterminous / Casual				Cost of Service Positions (COS)	Overall Total
	DBM-Approved Positions (Authorized)	Filled-up Positions (Actual)	Vacancies (Variance)			
			Vacancies	Detailed		
Office of the Undersecretary for Policy and Plans	7	6	1	0	0	7
Office of the Assistant Secretary for Policy and Plans	5	2	3	0	0	5
Policy Development and Planning Bureau	68***	50	8	10	14	82
Risk Management Office	0	0	0	0	5**	5
Resource Generation and Management Office	0	0	0	0	6**	6
Total	80	58	12	10	25	105

\*\*\*Funded under PDPB; \*\*\*Includes the eight (8) regular staff from PDPB detailed to OSM, one (1) regular staff detailed to RGMO and one (1) regular staff loaned to RMO.

## II. PPG Organizational Staffing

Table 1 shows the PPG organizational staffing as of 31 May 2022. The total current staffing includes 105 positions, composed of 80 DBM-approved regular positions and 25 contract of service positions charged against the PDPB regular funds. Of the 80 DBM-approved regular positions, there are 58 filled-up positions whose incumbents are assigned/reporting to their respective original offices, 10 filled-up positions with incumbents detailed outside of their original office, and 12 vacancies. Of the positions with detailed incumbents, eight (8) are reporting to the Office for Strategy Management (OSM), one (1) to the RGMO, and another one (1) to the RMO.

**Table 2. Policy and Plans Budget FY 2022**

		Allotment	Obligation	Variance
<b>Personnel Services (PS)</b>	2021 (Continuing)	0	0	0
	2022 (Current)	P44,856,000	P21,046,713	P23,809,287
<b>MOOE</b>	2021 (Continuing)	P10,377,440	P7,169,761	P3,207,679
	2022 (Current)	P23,272,000	P12,568,254	10,703,746
<b>Capital Outlay</b>	2021 (Continuing)	0	0	0
	2022 (Current)	0	0	0

\* Adjusted budget per NBC 580. Original MOOE is P30,281,000.

### III. PPG Budget Overview for FY 2022

Table 2 shows the approved PPG budget per General Appropriations Act (GAA) FY 2022 of the Policy and Plans. The total budget of PPG for FY 2022 is Sixty-Eight Million One Hundred Twenty-Eight Thousand Pesos (P68,128,000.00) with Forty-four Million, Eight Hundred and Fifty-Six Thousand Pesos (P44,856,000.00) allotment for Personnel Services (PS) and Twenty-Three Million Two Hundred Seventy-Two Thousand Pesos (P23,272,000.00) allotment for Maintenance and Other Operating Expenses (MOOE). Moreover an amount of P10,377,440.00 MOOE Fund from FY 2021 was extended to be utilized up to 31 December 2022.

### IV. PPG Key Result Areas and Major Outputs

The PPG is in the forefront of promoting SWD as a priority agenda of the government. It spearheads interagency committees as chairperson for social protection and support to the Human Development and Poverty Reduction Cluster (HDPRC) and responsible for showcasing the DSWD's social protection and poverty alleviation programs and initiatives in various regional and international communities.

Moreover, the implementation of devolution provides an opportunity for the DSWD, through the PPG, to continually shape and influence the formulation of SWD policies, plans, and programs of LGUs and Non Government Organizations (NGOs) based on actual ground experiences in the delivery of social protection programs.

Following the international legal frameworks that are translated into national policies and laws, the PPG also monitors compliance with the requirements of international commitments and oversight agencies in planning, investment programming, and expenditure management.

Below are the key results areas and major outputs of the PPG:

#### A. Sector Plans and Policy Development

As lead in sector planning and policy development, the PPG (in collaboration with various national government agencies) was able to succeed in

pushing for the development and approval of the following:

- 1. NEDA-Social Development Committee (SDC) Resolution No. 1 s. 2019, Approving and Adopting the Revised Social Protection Framework.** The NEDA-SDC resolution on the Revised Social Protection Framework will guide the social protection sector to transform its programs and services to be more adaptive, and promote the resilience of vulnerable households and communities to the impact of disasters and climate change.
- 2. Philippine Statistics Authority (PSA) Board Resolution No. 12 s. 2021: Approval and Adoption of Philippine Statistical Framework on Social Protection.** The Philippine Statistics Authority Board adopted the Philippine Statistical Framework on Social Protection which has directed government agencies in the generation and analysis of social protection indicators that will primarily be a reference for evidence-based policies, planning and programming.
- 3. Inclusion of enhanced Social Protection indicators as one of the core areas in the Seal of Good Local Governance (SGLG) being implemented by the Department of the Interior and Local Government (DILG).** With the passage of Republic Act No. 11292 or the Act Establishing and Institutionalizing the SGLG for LGU, the Department through the PPG as Chair of the technical working group on social protection and sensitivity area of the SGLG Council, was able to expand the inclusion of social protection indicators such as development of a local targeting system, adoption of social protection as a local planning tool, among others.
- 4. The cluster spearheaded the drafting of the Implementing Rules and Regulations (IRR) of RA No. 10868 or the Filipino Centenarian Act (2016) and RA No. 11350 or the National Senior Citizens Act (2021).**

Likewise, the PPG took leadership roles in crafting and developing the following national plans:

- 5. Philippine Development Plan (PDP) 2017-2022 Chapter on Social Protection and**

### **Philippine Statistical Development Plan 2018-2023.**

The PDP 2017-2022 includes an entire chapter on social protection as one of the country's major development strategies in building the socioeconomic resilience of individuals and families by reducing their vulnerabilities to various risks and disasters.

The DSWD, being part of the Philippine Statistical System (PSS) and chair of Inter-Agency Committee on Social Protection Statistics (IACSPS), has led the formulation of Philippine Statistical Development Program (PSDP) Chapter of Social Protection that will address the information/data requirements of the country's PDP.

**6. Social Protection Plan 2020-2022.** The Philippine Social Protection Plan 2020 - 2022 was developed to fully operationalize the Approved Social Protection Framework.

**7. Philippine Plan of Action for Senior Citizens (PPASC) 2019-2022.** Prior to the creation of the National Commission of Senior Citizens (NCSC), the PPG, as Chair of the National Coordinating and Monitoring Board (NCMB) for the Implementation of the Senior Citizens Act, developed the PPASC 2019-2022. This inter-agency plan addresses the need to institute appropriate policies, strategies, mechanisms and programs/projects to ensure that 1) senior citizen's rights are upheld, 2) their needs and concerns are addressed, and 3) their roles as active participants in nation building are fully recognized.

**8. Filipino Family Sector Priorities 2019-2022.** Filipino Family Sector Priorities 2019-2022 is a product of the National Committee for the Filipino Families (NCFF) being chaired by the DSWD. The NCFF was created through EO No. 241 s. 1995. It underlines the factors contributing to the gains of the sector, as well as areas that needed further support along the provision of public goods and services, reinforcement of priority legislative agenda, and the promotion of an evidence-based and enabling policy environment.

**9. Human Development and Poverty Reduction Cabinet Cluster Performance & Project Roadmap 2019-2022.** The PPG

also supports the Secretary of Social Welfare and Development as Chair of the HDPRC Roadmap that provides the key strategies that the cluster members have committed to realize the Roadmap along three key strategic priority issues (i.e., improved quality of education, reduced adolescent birth rate and improved nutrition outcomes).

**10. Social Protection Successor Plan.** The PPG as the cluster in-charge of overseeing the DSWD leadership role in SWD and Social Protection, shall continue to develop policies and plans as one of its key result areas. The PPG shall ensure the development of the SP Successor Plan, the implementation of the SWD Policy Agenda, and various SWD plans as part of commitment to national sector plans for children and youth, persons with disability, senior citizens and Filipino families among others.

### **B. Management of Regional and International Commitments**

The PPG is also responsible for showcasing the DSWD's social protection and poverty alleviation programs and initiatives in various regional and international communities. Following the international legal frameworks that are translated into national policies and laws, the PPG also monitors compliance with the requirements of international commitments and oversight agencies in planning, investment programming, and expenditure management.

**1. ASEAN Socio-Cultural Community (ASCC) Blueprint 2025 and Philippine ASCC Communication Plan.** The Cluster is also in-charge of the monitoring and reporting on the Philippine commitments to regional and international instruments. The DSWD, thru the Secretary, acts as the leader of the Philippine Committee on ASCC with PDPB as its Secretariat. Through the Policy and Plans leadership, the Philippine National Midterm Review of the ASCC Blueprint 2025 in 2020 and development of the Philippine ASCC Communication Plan were pursued.

In the coming month of October and November 2022, the Secretary of the Social Welfare and Development as the Philippines' ASCC Leader is expected to participate in the following:



a. ASEAN Socio Cultural Community (ASCC) Council Meeting in Cambodia in October 2022

b. ASEAN Summit in Cambodia in November 2022

## **2. ASEAN Social Protection Results Framework and Mapping of Data Sources.**

As the lead coordinator of the development of the social protection regional results framework, the Philippines hosted the first High Level Conference on Social Protection last 2017 wherein the social protection indicators were consolidated. These indicators were further discussed during the Second High Level Conference on Social Protection hosted by Indonesia and co-led by the Philippines.

**3. Philippine Country Reports/Papers.** The PPG, through the PDPB-Policy and External Affairs Division, is also responsible for drafting various country reports/papers for submission to other intergovernmental bodies such as the United Nation, Asia-Pacific Economic Cooperation (APEC), etc.

## **C. Agency Performance Planning and Monitoring**

The PPG is also responsible for translating commitments and targets of the national development plans into DSWD or agency plans and targets. This involves monitoring the progress and accomplishments of agency plans and commitments. Thus, the Policy and Plans Sub-Cluster is taking the lead for developing the following:

**1. DSWD Strategic Plan.** The DSWD Strategic Plan lays down the Department's contribution to the societal goal of the PDP and achievement of the long-term vision of the Filipino people or the Ambisyon 2040. The Strategic Plan is expected to harmonize strategies for the next six (6) years taking into consideration the Devolution Transition Plan, Performance Governance System, and DSWD Quality Management System.

**2. Annual Thrusts and Priorities.** Based on the Strategic Plan, the DSWD Annual Thrusts and Priorities is issued to guide and direct all DSWD Bureaus, Services, National Project Management Offices, and Field Offices (FOs)

in the formulation of their respective budget proposals and work and financial plans.

**3. Annual Plan and Budget Proposal.** The crafting of the DSWD Annual Plan and Budget Proposal is also being led by the Undersecretary for Plans and Policy as chair of the Planning, Budgeting, and Steering Committee (PBSC). The Committee leads the year-round activities for the Annual Budget Preparation.

**4. Agency Performance Measures.** The PPG is in charge of crafting the DSWD Annual Performance Measures which contains the physical and financial targets for each outcome and output indicators as set in the DSWD Strategic Plan and GAA.

**5. Budget Accountability Report (BAR).** The PPG is also responsible for the submission of the BAR to DBM. The report reflects the Department's actual physical accomplishments in terms of the performance measures based on the targets committed in the GAA.

**6. Annual Reports and Organizational Performance Assessments.** Annual reports are being prepared and organizational performance reviews are being conducted to determine the progress, challenges and ways forward to fulfill the DSWD commitments and organizational outcomes.

**7. Office Performance Contracting and Review.** The agency plans and targets are likewise translated into annual office performance contracts, as also mandated by the Civil Service Commission (CSC). It contains the annual success indicators, the accomplishments, and the corresponding rating for the performance of accomplishments. It serves as a basis for validating individual level performance ratings.

## **D. Research and Evaluation**

The Research and Evaluation Functions of the PPG are critical in providing evidence for formulating effective policies and programs. The following are the major deliverables under research and evaluation:

**1. Research and Evaluation Agenda 2019-2022.** The DSWD internal and external

stakeholders are guided by AO No. 22 s. 2019 or **Research and Evaluation Agenda** which aims to steer the Department towards results-based management of its programs and projects, outlining priority areas and topics for research to ensure that the Department's policies, programs and projects are relevant and responsive to the needs of its clients and emerging social welfare and development issues.

2. **DSWD Research and Evaluation Policy.** The Memorandum Circular (MC) No. 09 s. 2019 or Guidelines for the Conduct of Research and Evaluation in the DSWD or the DSWD Research and Evaluation Policy provides guidance to the DSWD, external researchers and partners on the development, implementation, monitoring and utilization of research and evaluation studies. It provides the standards and criteria in the conduct of studies in the Department.
3. **Research Protocol for the Conduct of Studies in DSWD Offices, Centers and Institutions.** The MC No. 10 s. 2019 or the Protocol for the Conduct of Research Studies in DSWD Offices, Centers and Institutions or Research Protocol provides standard procedures in the review and approval of research requests of students, external researchers involving the DSWD, its Centers and Institutions.
4. **Research and Evaluation Studies.** Among the Completed Research and Evaluation Studies initiated by PDPB in recent years include the Rapid Assessment of Devolved Emergency Programs (2021) which was utilized in the preparation of the DSWD Devolution Transition Plan; the Process Evaluation of the Supplementary Feeding Program (2021) which was a reference of the Program Management Bureau (PMB) in enhancing its SFP guidelines.

## E. Resource Generation

The PPG is mandated by the DSWD to formalize, implement and monitor the grant agreements between the Philippine Government and Development Partners. The PPG leads the planning, assessing, prioritizing, coordinating, monitoring and evaluating donor-supported technical assistance projects in support of DSWD's social protection reform agenda.

The PPG also provides support to DSWD offices in accessing grants and technical assistance from the development partners. Below are major outputs along resource generation:

1. **Forged Cooperation Agreements between DSWD and Development Partners.** Since 2016, the Policy and Plans Sub-Cluster manages and monitors seven (7) portfolios along social protection reforms, shock-responsive social protection, support programs for disaster response and investment in women initiatives.
2. **Approved Work Plans and Project Proposals for foreign funding.** Each cooperation agreement is accompanied by a work plan to implement the agreement. The work plan consists of target outputs and actionable items to support the achievement of these outputs. These actions are reflected in the project proposals for approval of the DSWD and the Development Partners in order to utilize the grant amount allocated.
3. **Physical and Financial Reports of DSWD Official Development Assistance (ODA) Projects.** The PPG also conducts a monthly and quarterly monitoring of the physical and financial status of ODA-assisted projects. The PPG also represents the Department in the annual review of the agency ODA Portfolio wherein the overall performance of the project implementation is being reviewed.
4. **Progress and Terminal Reports of the Cooperation Agreements.** The PPG is responsible for the submission of progress reports and terminal reports of the cooperation agreements between the Department and Development Partners, in collaboration with the implementing OBSUs and the Finance and Management Service. Terminal and acquittal reports are required by the Development Partners for the project closure.

## F. Risk Management

The cluster's leadership on risk management have supported the development of technical documents used for comprehensive and scientific context setting to guarantee responsive development, recalibration and updating of agency Strategic Plan, strategic roadmaps, sectoral



plans, policy agenda, WFP, among others. It also supported the requirements submitted to pass the ISO QMS Certification Project.

- 1. Strategic and Operational Risk Treatment Plans.** The Policy and Plans Sub-Cluster provides leadership in the development, implementation, monitoring and evaluation of the strategic and operational risk treatment plans detailing their corresponding response measures to threats and vulnerabilities to guarantee the alignment and sufficiency of DSWD's organizational and societal contributions towards national and international development anchoring on the Sustainable Development Goals 2030, Ambisyon Natin 2040 among others.
- 2. Agency Registry of Stakeholders.** To ensure alignment of policies, plans and programs with national, regional and international commitments, the cluster serves as the custodian of the agency's stakeholder registry that contains the necessary details about the interested parties in the Department's operations. It is the index of all the individuals, groups, and organizations that have an interest in the outcome of the DSWD implementation, either directly or indirectly.
- 3. Agency Stakeholders Analysis and Mapping.** To guarantee the Policy and Plans Sub-Cluster leadership in crafting and developing policies and plans, the cluster identifies the agency's stakeholders and prioritizes them based on their interest and influence. The cluster guides the Department in the mapping of all the stakeholder involved in the Department's implementation, aimed at clarifying their roles and relationships.
- 4. Agency Strength, Weakness, Opportunity and Threat (SWOT) Analysis.** The PPG as the cluster in-charge of crafting and overseeing the agency Thrusts and Priorities, Annual Plan and Budget Proposal, Performance Measures, Policy Agenda, Research and Evaluation Agenda and Assessment Report, proactively leads in the identification and analysis of the organization's strengths, weaknesses, opportunities and threats to customize, recalibrate and update its policies and plans.

## **V. PPG Designated Roles in Various Inter-Agency and DSWD Inter-Office Committees and Technical Working Groups**

The PPG through its officials or offices, is designated as either Chairperson, Technical Secretariat or primary representative to various committees and working groups within and outside the Department.

### **Inter Agency Committees and Technical Working Groups**

The Undersecretary of PPG served as Chair of the following committees:

1. NEDA Social Development Committee -Sub-Cluster on Social Protection (SDC-SCSP)
2. PDP Chapter 11 Sub Committee - Ensuring Food Resiliency and Reducing Vulnerabilities of Filipinos
3. Inter-Agency Committee on Social Protection Statistics
4. Human Development Poverty Reduction Cabinet Cluster (HDPRC) Technical Working Group
5. National Committee on Filipino Families

The Undersecretary of PPG is also an active member of the following committees:

1. Philippine Statistical Authority Board
2. Steering Committee on Philippine Statistical Development Program
3. NEDA-Development and Budget Coordination Committee - Subcommittee on Sustainable Development Goals
4. Inter-Agency Committee on Poverty Statistics, Gender Statistics and Civil Registration.
5. Special Review Committee - Solo Parents (SRC-SP)
6. National Council for Disability Affairs (NCDA) Sub-committee on Auxiliary Social Services (SCASS).

### **DSWD Inter- Office Committees and Technical Working Groups**

Within the DSWD, the PPG Officials served as Chair and Vice-Chair in the following committees:

1. Devolution Transition Committee
2. National Management Development

- Conference (Executive Officer)
3. Planning and Budgeting Steering Committee
  4. Performance Management Team
  5. Management Committee (Vice Chair)
  6. National Research and Evaluation Technical Working Group (NRE-TWG)
  7. DSWD Annual Report Committee (ARC)
  8. Planning, Monitoring and Evaluation Technical Team (PMETT)

## Regional/International Collaboration

Along with the Regional and International Community, the PPG served as a focal point to ensure the implementation of the relevant decision of the ASEAN Summit and coordinate the work of the different sectors. The following are the committees representing by the PPG Official:

1. ASEAN Socio-Cultural Community (ASCC) / Senior Officials Committee for ASCC (SOCA)
2. Senior Officials Meeting on Social Welfare and Development (SOMSWD)
3. Philippine (inter-agency) Committee on ASEAN Socio-Cultural Community (PH CASCC)

The PPG Officials also a member of the following committees<sup>4</sup>

1. ASEAN Matters Technical Board (AMTB)
2. ASEAN Social Work Consortium (ASWC) and Philippine Social Work Consortium
3. Asia and the Pacific Economic Cooperation Human Resource Development Working Group (APEC)

## VI. Key Stakeholders and Partners

The PPG collaborates and cooperates with various government organizations, intergovernmental bodies, and development partners. It also coordinates with oversight agencies such as NEDA, DBM, Presidential Management Staff (PMS), and Office of the Chief of Staff (OCS) to guarantee alignment of the Department's plans with the priorities of the administration. In addition, the Policy and Plans Sub-Cluster monitor and report programs and services to the Philippine Congress on the Department's compliance with the special provisions of the GAA and other budget-related documents.

<sup>4</sup> The PPG prepares recommendation and endorsement of officials that will represent in the ASEAN Children's Forum (ACF), and ASEAN Commission on the Promotion and Protection of the Rights of Women and Children (ACWC)

## Oversight Agencies

1. National Economic Development Authority (NEDA)
2. Department of Budget and Management
3. Philippine Congress
  - a. Senate
  - b. House of Representatives
4. Presidential Management Staff
5. Office of the Cabinet Secretary

## Regional/International Collaboration

1. ASEAN Socio-Cultural Community (ASCC) / Senior Officials Committee for ASCC (SOCA)
2. Senior Officials Meeting on Social Welfare and Development (SOMSWD)
3. Philippine (inter-agency) Committee on ASEAN Socio-Cultural Community (PH CASCC)
4. ASEAN Matters Technical Board (AMTB)
5. ASEAN Social Work Consortium (ASWC) and Philippine Social Work Consortium
6. ASEAN Children's Forum (ACF)
7. ASEAN Commission on the Promotion and Protection of Children and Women (ACWC) - Children Representative
8. Asia and the Pacific Economic Cooperation Human Resource Development Working Group (APEC)

## Development Partners

1. United Nations
  - a. (UNICEF, UNDP, UNFAO, UNFPA, UNWFP & UNODC)
2. Asian Development Bank
3. World Bank
4. International Organization for Migration (IOM)
5. Australian Embassy-Department of Foreign Affairs and Trade (DFAT)
6. Hungary-Philippines Joint Commission on Economic Cooperation (JCEC)
7. People's Republic of China
8. Kingdom of Spain

## Research and Evaluation Partners

1. Philippine Institutes for Development Studies (PIDS)
2. Innovations for Poverty Action
3. Survey Firms (i.e., Pulse Asia and SWS)
4. Oxford for Policy Management

5. Development Academy of the Philippines
6. University of the Philippines (i.e., NCPAG, UP-Econ, UP-Statistics, UP-CSWCD)

## VII. PPG Calendar of Plans and Reports

The PPG spearheads the development/preparation of regular and special plans and reports as requirement of national laws, oversight agencies and internal policies of the DSWD.

For instance, the NEDA-SDC requires the formulation of a 5-year Social Protection Plan consistent with national development objectives and priorities. In addition, the NCFF, being chaired by the PPG, develops the National Plan of Action for Filipino Families as a concrete expression of commitment of the government, in partnership with all sectors to promote development of the Filipino family.

As to the requirements of oversight agencies (i.e., DBM, House of Representatives and Senate of the Philippines), the Agency Performance Measures, Budget Execution Document, Annual Accomplishment Report and Budget Accountability Reports are being prepared by the PPG.

Table 3 shows the calendar of plans and reports being produced by the PPG.

**Table 3. PPG Calendar of Plans and Reports**

Plans/Reports	Frequency	Approving Authority
<b>National Plans</b>		
Social Protection Plan	Every 5 years	NEDA-SDC
National Plan of Action for Filipino Families	Every 6 years	NCFF
<b>Plans and Reports for Oversight Agencies</b> (i.e., DBM, NEDA and PSA)		
Agency Performance Measures	Annual	Secretary
Budget Execution Document	Twice a year (based on National Expenditure Program and GAA)	Secretary
Budget Accountability Report	Quarterly	Secretary
DSWD Accomplishment Report	Annual	Secretary
Progress report on results matrices of the PDP 2017-2022 Chapter 11: Ensure Food Security and Reduce Vulnerabilities of Filipino	Annual	PPG Undersecretary
Progress report on PSDP 2018-2023	Annual	PPG Undersecretary
Updates on the SDGs monitoring matrix	Annual	PPG Undersecretary
DSWD Report for the State of the Nation Address	Annual	PPG Undersecretary
Official Development Assistance Report	Annual	Secretary
<b>Department Plans</b>		
DSWD Policy Agenda	Every 5 years	Secretary

Plans/Reports	Frequency	Approving Authority
DSWD Strategic Plan	Every 5 years	Secretary
DSWD Research and Evaluation Agenda	Every 5 years	Secretary
Sectoral Plans	Annual	PPG Undersecretary
Thrusts and Priorities	Annual	Secretary
Consolidated GAD Plan and Budget	Annual	Secretary
Agency Specific Action Plan on Women, Peace and Security	Annual	Secretary
<b>Reports</b>		
DSWD Assessment Report	Semestral	PPG Undersecretary
Research and Evaluation Reports	Annual	PPG Undersecretary
SWD Journal	Annual	PPG Undersecretary
Integrated Performance Review and Evaluation	Annual	PPG Undersecretary
Inventory of Research and Evaluation	Annual	PPG Undersecretary
SWD Laws Monitoring Report	Annual	PPG Undersecretary
Sectoral Accomplishment Reports	Annual	PPG Undersecretary
DSWD Policy Agenda Accomplishment Report	Annual	PPG Undersecretary
Mid-term Review of Research and Evaluation Agenda	Third year of implementation	PPG Undersecretary
Status Report on Thrusts and Priorities	Annual	Secretary
GAD Accomplishment Report	Annual	Secretary
National Action Plan on Women, Peace and Security Accomplishment Report	Annual	Secretary
Statistical Bulletin	Quarterly	Bureau Director

## VII. PPG Priority Areas

Identification of priority issues and concerns are the DSWD Assessment Report, Integrated Performance and Review Evaluation Workshop (IPREW) Report and DSWD Policy Agenda for 2020- 2025.

**Redefine the Steering Functions of the Department over its Rowing Role in the Social Welfare and Development Sector** in the context of the following:

1. Issuance of EO No. 138 s. 2021, in compliance

with the Mandanas Ruling which reinforced the decentralization policy.

2. Enactment of the following laws:

- Creation of National Commission of Senior Citizens, National Authority for Child Care, and the Department of Migrant Workers that mandate the Department to transfer some of its functions and programs to these offices.
- Magna Carta of the Poor that mandates DSWD to implement DSWD SP programs and services (i.e., Sustainable Livelihood Program, Pantawid Pamilyang Pilipino Program, Kapit-

Bisig Laban sa Kahirapan - Comprehensive and Integrated Delivery of Social Services and Supplementary Feeding Program);

- c. 4Ps Act and Community Based Monitoring System (CBMS) Act with implications to targeting systems that are currently being handled by the DSWD.

The issuance of EO No. 138 s. 2021, in compliance with the Mandanas Ruling, reinforced the decentralization policy of the national government, as enshrined in the Constitution and the Local Government Code of 1991. The EO No. 138 s. 2021 mandates the NGAs to assume more strategic and steering functions. This shift in priorities causes internal and external challenges as there is a need to strengthen the DSWD's steering role.

Therefore, the PPG needs to further strengthen the policy development functions and promote policy reforms to ensure compliance to regulatory functions and setting standards in implementation SWD programs. The lobbying of priority SWD policies must be strengthened to address the persisting and emerging cross-sectoral concerns.

In order for the DSWD priority policies be translated into actionable laws it must cohere to the legislative priorities of the Executive Branch through the Department Legislative Liaison Office (DLLO). The DLLO is the DSWD legislative coordination arm to the Presidential Legislative Liaison Office that advocates the passage of measures under the DSWD Legislative Agenda. The DSWD Legislative Agenda must also be jointly advocated by the PDPB together with the proponent Offices, Bureaus, Services and Units (OBSUs), Executive Committee (ExeCom) and Secretary.

### **Ensure the Smooth Transition of the Functions being Undertaken by the Policy and Plans to the Newly Created Agencies.**

RA No. 11350 or the National Commission of Senior Citizens Act creates the Commission under the Office of the President, which will be tasked to ensure the full implementation of laws, policies, and programs of the government pertaining to senior citizens. Section 11 of said law mandates the DSWD to transfer all its functions, programs, projects, and activities for senior citizens to the National Commission of Senior Citizens (NCSC).

In addition, for the National Authority for Child Care

(NACC) created under RA No. 11642, it is expected that there will be a three-year transition process for the implementation of the law between DSWD and Inter-Country Adoption Board (ICAB) as a transition team. Pending the establishment of the NACC, functions relating to foster care, issuance of Certification Declaring a Child Legally Available for Adoption (DCLAA), and adoption processes under RA No. 11222 or the Simulated Birth Rectification Act of 2019 will remain under the DSWD.

In view of newly created agencies, the DSWD mandates and functions need to be reviewed and revisited given the expected transition of certain functions along policy development and program management.

The newly-created agencies like the NCSC and NACC should be placed under the supervision of the DSWD anchored in its core mandate to promote and protect the rights and welfare of the poor, vulnerable, and disadvantaged individuals, families, and communities. In line with that, the DSWD – as a supervising agency – will take the lead in policy-making on issues or concerns affecting the sectors that newly-created agencies focus on and serve. This will ensure continued leadership of the DSWD in the SWD sector by steering SWD initiatives more effectively using a whole-of-government approach.

### **Strengthen SP initiatives in line with DSWD's role as the lead in social protection and chair of NEDA SDC Sub-Committee on Social Protection (SCSP)**

- 1. Pursue policy discussions and collaboration with DILG and NDRRMC - OCD in mainstreaming social protection in local planning and programming processes.**
- 2. SP Plan partnership/capacity building with NGAs and LGUs.** The NGAs and LGUs must be continuously strengthened to be adaptive and responsive to the emerging issues and concerns as well as the fast changing landscapes that have impact in the full operationalization of the social protection operational framework and social protection midterm plans.
- 3. Progress monitoring system/mechanism of SP Framework and Plan implementation in partner NGAs.**



**4. Increase the capacity of LGUs in integrating SP in their respective Comprehensive Development Plan.** The SCSP was tasked to develop a medium-term Social Protection Plan consistent with national development objectives and priorities, and the plan should serve as a blueprint for policymakers, planners, and program implementers on specific approaches and strategic interventions that are best suited to be carried out by responsible agencies on SP.

**Assign within the PPG, as inherent to its functions, the Department's Representation to National Planning Oversight Agencies (i.e. NEDA, DBM)**

Revisit and recall the representations that are currently handled by other DSWD officials. There are PPG representations and chairpersonship to oversight and national agencies that were assigned to other DSWD clusters in the current setup that may affect the lobbying of emerging policies and plans along SWD and SP Sectors.

The PPG management has institutional capacity and capable leaders/managers that have important leadership roles within and outside the DSWD in mainstreaming SWD and SP policies. Thus, revisit and recall the chairpersonship and representation of the Policy and Plans to Oversight and National Agencies that are currently handled by other DSWD Execom and Mancom.

This will further address the overlapping functions and powers and avoid redundancy of efforts due to different instructions and management directives. It will also ensure continuity of efforts and strengthen partnerships with other agencies implementing social protection.

**Revisit the mandates, functions and deliverables of the PPG offices to ensure a more responsive structure and appropriate staffing complement.**

Inadequate workforce complement, fast turnover of staff, reassignment of staff to other offices, and limited absorptive capacity remain a challenge in the PPG. One of the recurring issues of the PPG is the detail of staff to other offices like the internally created offices (i.e. OSM, RMO, and RGMO) with no available budgetary requirements

and staff complement. There is a need to revisit the mandates, functions, and deliverables of the PDPB to ensure a more responsive structure, and appropriate staffing complement. There is a need to recall the staff who are reassigned/detailed to other offices to bring back the PPG original staffing.

**Inclusion of Social Protection in the Seal of Good Local Governance (SGLG).** The SGLG as enacted through the RA No. 11292 provided an effective mechanism particularly in the provision of incentives that encourages LGUs to commit and continuously aim for the improvement of their performance along with various governance areas. The DSWD as the Chair of the Technical Working Group (TWG) on Social Protection and Sensitivity is provided with a significant opportunity to further promote and institutionalize the mainstreaming of social protection at the local level. The area on Social Protection and Sensitivity of the SGLG aims to demonstrate LGUs' responsiveness to the needs of, and facilitate meaningful engagement with the vulnerable and marginalized sectors of the society.

For 2021 to 2022, the PPG was able to further advocate for and push for the inclusion of the following critical indicators for the 2022 assessment in the SGLG SP and Sensitivity that warrant greater support and integration of social protection initiatives at the local level.

- DSWD accredited LGU-managed residential care facility for the vulnerable sectors
- Functionality of the Local Social Welfare and Development Office
- Local issuance on social protection adopted
- Local Ordinance supporting/adopting the Pantawid Pamilyang Pilipino Program (For Profiling only)

In particular, the indicator on the issuance of local policies on social protection will help in the adoption of the Social Protection Operational Framework (SPOF), Social Protection Handbook Family Risk and Vulnerability Adaptation Manual or the designation of social protection teams at the local level ensuring the mainstreaming of principles and components of social protection in the local planning and budgeting and in the implementation, monitoring and evaluation of social protection policies and programs.

The initiatives of the PPG for the coming years will focus on:



1. Ensuring evidence-informed initiatives to further the SP Framework and SP Plan
2. Forging partnership on capacity building with involvement of NGAs and LGUs
3. Creation of system and mechanism to monitor the progress of implementation of SP Framework and Plan in the involved NGAs
4. Reintroducing the Social Protection Development Report (SPDR) as inputs in preparing situational analysis of LGUs to assist in the preparation of Comprehensive Development Plan (CDP) particularly in addressing the needs of the vulnerable sectors as well as concerns along SP and SWD.
5. Initiating the harmonization of available data sources along Social Welfare and Social Protection Sectors to be included in the CBMS

## **VIII. Policy and Plans Sub-Cluster Offices**

### **A. Policy Development and Planning Bureau (PDPB)**

The Policy Development and Planning Bureau provides leadership in developing policies and plans of the DSWD and of the social welfare and development sector. To ensure that policies and plans are evidence-based, the PDPB shall also lead in conducting research, monitoring and evaluating plans, policies, and office performance to influence decisions of DSWD Management. At the regional and international levels, the PDPB supports the leadership role of the DSWD in the ASEAN, APEC, and the UN in matters concerning social welfare and development. The Divisions under the PDPB are as follows:

#### **Planning and Monitoring Division**

The Planning and Monitoring Division is tasked to influence, facilitate and support the effective planning and monitoring of the Department's programs aimed at improving its performance delivery. It leads in the formulation and updating of the Department's annual and medium term plans (i.e., strategic plans, annual thrusts and priorities, sectoral plans, agency's performance contracts and annual work and financial plans) to ensure its alignment in the national government plans and international commitments. PMD has the following functions:

1. Lead in the formulation and updating of the

Department's annual thrusts and priorities, sectoral plans, and annual work and financial plan, and ensure their alignment with national plans and international commitments;

2. Monitor and report implementation of the Department's plans and agency performance commitments;
3. Lead in the development and implementation of harmonized planning, monitoring and evaluation system to ensure timely reporting and feedback of lessons learned from the implementation of plans, policies, and programs;
4. Provide technical assistance on planning, monitoring, reporting, and data management along with PDPB standards on data generation and utilization including processes that will support efficient plan development and reporting across the Divisions, Offices, Bureaus, and Services (OBS) of the DSWD, and its Field Offices;
5. Perform technical secretariat functions for Sectoral and Gender and Development (GAD) Technical Working Groups and Annual Report Committee.

#### **Policy and External Affairs Division**

The Policy and External Affairs Division (PEAD) supports the Bureau's leadership role in policy development, SWD, and social protection. It assists the Department and relevant inter-agency counterparts in implementing national, regional, and international commitments on SWD and social protection. Specifically, the PEAD has the following functions and responsibilities:

1. Undertakes analysis of the current social welfare and development and social protection policies and initiates crafting and/or enhancement of policies in response thereof;
2. Oversee the development and implementation of the Department's policy agenda based on mandate, vision, mission, and goals;
3. Monitors the implementation of Department policies as mandated by various laws, as well as DSWD and SWD sectors' compliance to existing laws and policies;
4. Leads the crafting of DSWD/country position papers, statements, and reports relative to its engagement at the ASEAN, UN, APEC, and Bilateral/Multilateral Cooperation;
5. Monitors compliance to relevant social welfare

and development policies, declarations, and commitments at the regional level (ASEAN and APEC), UN conventions, and other international instruments;

6. Coordinates and liaises with internal and external counterparts on matters relative to compliance with national, regional, and international policies, agreements, and instruments;
7. Oversees implementation of commitments to relevant ASEAN sectoral work plans;
8. Provides technical assistance in communicating evidence-based SWD policies and plans to internal and external stakeholders including the promotion and advocacy of accurate reports, bulletins and other knowledge and information products of the Bureau; and
9. Provides technical assistance and secretariat support to inter-office and inter-agency committees, regional sectoral bodies, and representations at the international level.

### Research and Evaluation Division

The Research and Evaluation Division (RED) is responsible for providing leadership in the conduct of research and evaluation studies on the Department's organizational performance,

including programs and projects implemented by the Department, thereby promoting evidence-based policymaking and results-based management and accountability in the Government. The specific functions of RED are as follows:

1. Develops and monitors the implementation of the Department's strategic medium term research and evaluation agenda
2. Develops and conducts research and evaluation studies
3. Reviews research and evaluation proposals
4. Evaluates the Department's organizational performance
5. Evaluates and recommends actions on existing/ on-going and proposed M&E-related plans/ programs of the Department for evidence-based decision making
6. Assesses all integrated Performance Review and Evaluation Workshop (PREW) documentation reports to present a holistic image of the Department's accomplishments
7. Disseminates research and evaluation findings for policy and plan development
8. Provides technical assistance to the Offices, Bureaus and Services (OBS) of the DSWD, and its Field Offices along research and evaluation

### Key Result Areas/ Outcomes and Impacts

**Table 3. PDPB Key Result Areas and Major Outputs/Deliverables**

Key Result Area	Major Outputs / Deliverables
Policy and Plans Formulation and Development.	<ul style="list-style-type: none"> <li>• Annual Thrusts and Priorities</li> <li>• DSWD Annual Plan and Budget Proposal</li> <li>• Annual Sectoral Plans and Reports (e.g. children, persons with disabilities, older persons, family, GAD)</li> <li>• DSWD Research and Evaluation Agenda</li> <li>• DSWD Policy Agenda</li> <li>• DSWD Policy Papers / Briefs</li> <li>• Reports on GAA accomplishments</li> <li>• Reports on PDP commitments</li> <li>• Office Performance Contract and Report</li> </ul>
Research, Monitoring and Evaluation	<ul style="list-style-type: none"> <li>• DSWD Annual Accomplishment Report</li> <li>• Annual/Semestral DSWD Assessment Reports</li> <li>• Results of Research and Evaluation Studies</li> <li>• SWD Journal</li> <li>• Inventory of Research and Evaluation Studies</li> <li>• DSWD Statistical Bulletin</li> <li>• DSWD Integrated Performance and Review and Evaluation Workshop Report</li> </ul>
Management of National, Regional and International Commitments	<ul style="list-style-type: none"> <li>• Compliance to Social Welfare and Development Laws Assessment Report</li> <li>• DSWD / sectoral compliance report to UN protocols, conventions and instruments</li> <li>• Country reports / statements / interventions along SWD</li> <li>• Reports / Status Updates of compliances to ASEAN workplans and agreements</li> </ul>

Key Result Area	Major Outputs / Deliverables
Technical Support and Technical Assistance	<ul style="list-style-type: none"> <li>• Conduct of Capacity Building and Mentoring Sessions on Policy Analysis and Research and Evaluation</li> <li>• Development of Assessment Tool to Concerned OBS</li> <li>• Periodic monitoring of the sectoral and strategic plan</li> <li>• Continuing Adoption of the Unified Results-based Monitoring and Evaluation in DSWD Performance Targets and Strategies</li> </ul>

## Future Directions/Ways Forward

### Full Adoption and Implementation of the Policy Agenda 2021-2025

1. Strengthen the lobbying and operationalization of priority Social Welfare and Development Policies.
2. Strengthen the steering role of the Department and ensure that priority policies are translated into actionable laws/legislations.
3. Regular production of policy papers / policy brief aligned to the Policy Agenda 2025 and responsive to emerging SWD issues.
4. Alignment and complementation of efforts / actions of Policy Agenda, Legislative Agenda and Research Agenda
5. Continued certification to ISO 9001:2015 of existing scope and expansion to cover Policy Development Process and Planning and Monitoring Process
6. Continuous conduct of research and evaluation studies for evidence-based policy and program development.

### Mainstream Social Protection Among Internal and External Partners and Other Stakeholders.

1. There is a need for the full adoption and translation of social protection goals into concrete, responsive and transformative policies and programs.
2. Continuously mainstream and sustain social protection framework in DSWD Strategies and Plans and strongly advocate for the alignment of the framework with the Philippine Development Plan as well as local development plans.
3. Capacitate the LGUs in preparing the SPDR for the formulation of SP strategies and interventions.
4. Creation of TWG on M&E harmonization at National and Local level to lobby the inclusion of SWD Indicators to the CBMS

5. Intensify the inclusion of CBMS in mainstreaming social protection in the local development process including the current effort to implement the social protection statistical framework and institutionalizing medium-term social protection plan.

### Enhanced Harmonized Planning, Monitoring and Evaluation System (HPMES) in Providing Complete, Timely, and Quality Information.

1. Review the HPMES in terms of indicators monitored, timelines, and disaggregation of data.
2. Incorporate in the HPMES the reporting requirements of the governance strategies, risk management and ease of doing business.
3. Automation of the HPMES

### Heightened Support to the Digital Transformation Strategy

1. Transition to online platform of monitoring and data management functions of the Bureau (SWD Laws compliance monitoring, Online TA Ticketing System for the Bureau, Research Protocol, content management system and knowledge products management)
2. Leadership in crafting the DSWD Digital Transformation Strategy (BFIRST Project)

### B. Resource Generation and Management Office (RGMO)

Administrative Order No. 1 and 6 series of 2019 or the Management Re-Organization of the DSWD Central Offices stipulate the mandate of the RGMO to provide support to OBSUs in accessing grants and technical assistance from the DSWD's Development Partners. By virtue of Memorandum Circular 1 Series of 2012, the Resource Generation and Management Office was created with the Technical Assistance Unit subsumed under it. The RGMO functions include:

- Review and analysis of project proposals based on identified strategic priorities.
- Monitor the implementation of approved technical assistance projects together with the proponent OBSUs.
- Establish and maintain strategic alliances with different Development Partners (DPs) and proponent organizations to ensure timely provision of resources to stakeholders.
- Evaluates completed technical assistance projects and provides policy recommendations to promote mutual accountability for results between DPs and the DSWD.

The above-stated functions result in the timely and efficient accessing of resources and technical assistance, the coordinated and harmonized donor funds and the monitoring and evaluation of technical assistance projects are the expected outcome and outputs of the RGMO. At an organizational/agency level, it contributes to the prudent use of resources, improved absorptive capacity of the Department, strengthened capacity of the Department to deliver social protection and social welfare programs and/or services and sustained strategic relationships with external partners.

The RGMO is operationalized by its Technical Assistance Division and expected to carry-out the following key functions:

1. Convenes and facilitates coordination between and among different DSWD TWGs and TAF Consultative Bodies, including NGAs, DPs, Intermediaries, and other stakeholders.
2. Formulate the Annual TA and Resource Generation Plan and periodically review the Five-year Strategic Plan for the operation of the TAF.
3. Provides technical assistance in the development and packaging of project proposals based on the resource generation plan.
4. Ensures documentation of best practices and lessons learned from TA delivery and resource generation.

## Key Result Areas/ Outcomes and Impacts

**Table 4. RGMO Key Result Areas and Major Outputs/Deliverables**

Key Result Area	Major Outputs / Deliverables
Resource Generation and Management	<ul style="list-style-type: none"> <li>• Reports on Official Development Assistance Projects</li> <li>• Grant /Cooperation Agreements with Development Partners</li> <li>• DSWD Workplan on Cooperation Agreements / MOUs with Development Partners</li> <li>• Progress/Completion Reports of Technical Assistance Projects submitted to the Management, DPs and Oversight Agencies</li> </ul>

## Future Directions/Ways Forward

### Continue Facilitation and Monitoring of DSWD- Development Partners Portfolio/Grant Agreements

The RGMO handles various portfolios namely:

1. DFAT Direct Funding Agreement 70507 – DSWD Technical Assistance Facility on Social Protection Reforms with a committed amount of Php182.10 M
2. DFAT-DSWD 70013 Support Program for Disaster Response with a committed amount of Php104.2 M
3. Australian Embassy-DFAT Investing in Women Initiatives
4. TA 9079- Technical Assistance for Social Protection Reforms and Expanded Social Assistance Program with the Asian Development Bank
5. New Frontiers in Social Protection in the Philippines with the World Bank
6. DSWD-UNICEF Rolling Workplan with a committed amount of Php228.10M
7. DSWD-UNFAO Cooperation Agreement for the Shock-Responsive Social Protection with a committed amount of UDS \$673,676

These grant agreements have a total of 126 technical assistance projects with a total grant amount of Seven Hundred Thirty-Two Million pesos (PhP732,000,000). From 2018 up to present, 52 technical assistance projects were already completed along with the support to promotive and protective programs, capacity-building of



the DSWD, LGU and other Implementers, and policy formulation and action research for social protection key areas.

The RGMO also monitors the progress of the loan agreements and submits the same to the NEDA. As of 31 May 2022, the RGMO monitors the progress of all loan agreements as follows: (1) Beneficiary First Project with the World Bank - Php 30,120,000,000.; (2) KC NCDDP Additional Financing Project with the World Bank - Php 22,880,700,000; and (3) Expanded Social Assistance Project with the Asian Development Bank - Php 25,985,000,000.

Currently, the RGMO is facilitating new partnerships with the Innovations for Poverty Action and have collaborated with the Disaster Response and Management Group on the approval of the IOM In-Kind Contribution Agreement and the UN CERF Anticipatory Action. It closely coordinates with the Program Management Bureau for the implementation of the PH-Hungary Donation for the victims of the Jolo Bombing in 2020.

### **Institutionalize Policy in Accessing and Managing Resources from External Partners.**

The RGMO also embarked on developing the DSWD Guidelines on the Accessing and Managing of Resource from External Partners. The guidelines intend to provide guidance on the processes relative to the accessing and management of resources from the Development Partners that is based on the resource needs identified by the Department in pursuance of its mandate and long-term goals in the implementation of social protection programs and services to its clientele, and the attainment of the DSWD Thrust and Priorities. The guidelines aims to: (a) Establish systems and procedures on the accessing, managing, and monitoring of resources from Development Partners.; (b) Define roles and responsibilities between the DSWD Offices/Bureaus/Services/Units (OBSUs) and Field Offices (FOs) as project managers/implementers, and the RGMO; (c) Strengthen coordination between and among the DSWD Central and Field Offices, and the RGMO towards the efficient and effective accessing of resources and completion of strategic programs and projects; and (d) Strengthen partnership and coordination with Official Development Assistance (ODA) oversight agencies and Development Partners for efficient monitoring and implementation of ODA projects and access to

resources that the Department can tap to support its thrust and priorities.

In the pipeline is the DSWD Five Year Resource Generation and Management Agenda 2023-2027 and the RGMO Technical Assistance Support System (RTASS) that is currently being developed. The DSWD Five Year Resource Generation and Management Agenda 2023-2027 aims to provide a blueprint for the Department in advancing its collaboration and partnership with agencies and organizations that is supportive to the realization of its mandate, goals and objectives. The RTASS on the other hand is a web-based monitoring and tracking system of all externally funded projects. It is responsible for the generation of data on the progress of implementation of TA projects both physical and financial. A mechanism to alert concerned offices of detected project lags for resolution.

**RGMO will Remain to be an Ad Hoc Office in the Policy and Plans.** Pending the approval of the DSWD PREXC for 2023 and the proposed DSWD Re-Organization, the RGMO will remain to be an ad hoc office in the DSWD. It will continue to be dependent on its budget from the Offices as well as the hiring of personnel. Its implementation of critical strategic and core deliverables will also be affected by being delayed or non-implementation at all as a result of these weaknesses. On this, it is but critical to prioritize the following:

**Institutionalization of an office in the DSWD** that will spearhead and oversee generating resources and ensure the implementation of technical assistance projects committed in loan and grant agreements.

**Development of a Partnership Management Framework** that will guide the Department in its engagement and management of partnerships, strengthening, expanding, scaling up as well as evaluation of partnerships entered into by the DSWD.

**Implementation of the DSWD Five Year Resource Generation and Management Agenda** that will put forward priorities of the Department needing support and/or areas for collaboration with Development Partners (local and international) in light of its discharge of steering roles.

## C. Risk Management Office (RMO)

The Risk Management Office is the key office in the Department's risk management activities. It is responsible for maintaining the Department's risk management policies and processes. The RMO is the lead in management of key risks in relation to the DSWD strategy, operations, compliance, integrity or reputational risks, among others. In addition, it shall also provide support to the management in their disposition of their functions related to risk management.

The Risk Management Office was established in 2021 through the Administrative Order No. 12, series of 2021 or the Administrative Order on the Establishment of the Risk Management Office. Below are the three (3) sections<sup>5</sup> of RMO:

### Strategic Risk Management Section

The Strategic Risks Management Section is primarily responsible for assessment and monitoring of strategic risks impacting the Department Strategy. It shall perform the following functions, to wit: (1) Facilitate the conduct of strategic risks assessment and risk treatment planning; (2) Formulate the Department's Risk Treatment Plan and Risk Register; (3) Lead the process review and documentation of major processes key to the delivery of the strategy; (4) Monitor the status of implementation of the Department's Risk Treatment Plan; (5) Lead the development and implementation of Public Service Continuity Plan; and (6) Provide updates and submit reports to management.

### Operational and Compliance Risks Management Section

The Operational and Compliance Risks Management Section is primarily responsible for facilitating the risk assessment, control self-assessment and monitoring of operational and compliance risks managed by the OBS in the Central Office. It shall perform the following functions, to wit: (1) Facilitate the conduct of operational risk assessment and risk treatment planning; (2) Conduct control self-assessment covering key processes at the CO-OBS level; (3) Monitor the status of implementation of CO-OBS Risk Treatment Plan; and (4) Provide updates and submit reports to management.

## Programs and Field Office Risks Management Section

The Programs and Field Office Risks Management Section is primarily responsible for facilitating the risk assessment, control self-assessment and monitoring of operational risks managed by Programs and Field Offices. It shall perform the following functions, to wit: (1) Facilitate the conduct of operational risk assessment and risk treatment planning; (2) Conduct control self-assessment covering key processes at Program and FO level; (3) Monitor the status of implementation of Program and FO Risk Treatment Plan; and (4) Provide updates and submit reports to management.

### Key Result Areas/ Outcomes and Impacts

**Table 5. RMO Key Result Areas and Major Outputs/Deliverables**

Key Result Area	Major Outputs / Deliverables
Risk Management	<ul style="list-style-type: none"> <li>Strategic and Operational Risk Treatment Plans</li> <li>Agency Registry of Stakeholders</li> <li>Agency Strength, Weaknesses, Opportunity and Threats (SWOT) Analysis</li> </ul>

### Future Directions and Ways Forward

- Standardization of risk reporting mechanisms.** In 2019, the DSWD institutionalized the HPMS. The forms for compliance by the OBSs also include a specific form for risk management. While in 2021, the Quality Management Program-Project Management Team, instituted a separate set of risk management forms through the SOP on Risk and Opportunity Management. The RMO is looking into harmonization of the existing forms and instituting a singular reporting template while also utilizing other existing mechanisms.
- Harmonization of Risk Management technology with other systems and technologies currently in use.** This can be achieved by incorporating risk management to

<sup>5</sup> A transitory unit was formed while the conditions stated in the AO have yet to be met.



other systems such as Process Management, Performance Management, Strategy Management, Quality Management, etc.

- 3. Need to revisit the functions of the RMO with the existing DBM approved functional structure and offices** in order to determine appropriate offices to handle risk management of the Department. The DBM issuances should be complied

### Annex 1: List of External Committees and Technical Working Groups

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Social Development Committee-Sub-Committee on Social Protection (SDC-SCSP)	SCSP Technical Secretariat	PEAD	<p>An inter-agency sub-committee mechanism under NEDA-SDC which leads the operationalization of the Social Protection Strategy through the SP Plan. This is being chaired by DSWD with NEDA as the Vice-Chair.</p> <p>The DSWD (PDPB) serves as the Secretariat to the SDC-SCSP.</p>	<ol style="list-style-type: none"> <li>1. Quarterly Meetings</li> <li>2. Social Protection Plan</li> <li>3. SDC-SCSP Annual Accomplishment Report</li> </ol>
Philippine Development Plan-Sub-Committee on Social Protection	Support to the Chair (DSWD)	PMD	<p>An inter-agency subcommittee that facilitated the updating of the PDP for the social protection sector.</p>	<p>Quarterly Meetings on NEDA SC-SCSP</p> <p>Review on input on Social Protection Policies with other agencies</p> <p>Review and monitoring of Chapters 10-13 of PDP</p>
PDP Updating-Planning Committee	Member: PDPB	PMD	<p>Pursuant to Memorandum Circular No. 1 s. 2019, the NEDA, as mandated, organizes and convenes the inter-agency planning committee to facilitate the updating of the Philippine Development Plan 2017-2020.</p> <p>The SDC-Subcommittee on Special Protection, chaired by the DSWD is then taken to lead the updating of the PDPB Chapter 11 Social Protection.</p> <p>Agencies are to provide updates on the strategies, policies, and targets identified in the Philippine Development Plan 2017-2022 and its Result Matrix.</p>	<p>Attendance to Meetings Update on Chapter 11 indicators</p> <p>Review of strategies for implementation of Chapter</p>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Human Development and Poverty Reduction Cluster (HDPRC) Technical Working Group	Support to the HDPRC TWG Chair	PEAD	<p>The Human Development and Poverty Reduction Cluster shall exert all efforts to improve the quality of life of the Filipino people through a broad-based approach in the delivery of services. EO No. 24 s. 2017.</p> <p>The HDPRC Support Secretariat, as supervised by the Undersecretary for Policy and Plans Group, shall take note of the agreements made by the HDPRC and will ensure the Department's compliance to these agreements.</p>	<p>Monthly Meetings</p> <ol style="list-style-type: none"> <li>Memorandum for the Record</li> <li>Inputs to Cluster documents (resolutions, reports, etc.)</li> </ol>
Special Review Commitment-Solo Parents (SRC-SP)	Member: PDPB	PEAD	<p>DSWD as the chairperson and PCW as vice chairperson. As per RA 8972 Sec. 13. Implementing Rules and Regulations. An inter-agency committee headed by the DSWD in coordination with DOH, DECS, CHED, TESDA, DOLE, NHA and DILG. Each agency submits reports to DSWD for monitoring.</p> <p>For 2017-2018. No meeting was held but the TESDA, NHA continuously submitting reports. In lieu of the SRC, DSWD Support Group through the leadership of Ms. Carrie Javier organized the solo parent based on the authorization given by the former Secretary Taguiwalo. In the occasion of the 18<sup>th</sup> year anniversary of the enactment into law of RA 8972 or the Solo Parents Welfare Act of 2000, the Department of Social Welfare and Development (DSWD), is reiterating its call to legislators to facilitate the passage of the amendment which seeks to grant additional benefits DSWD Undersecretary Luzviminda Ilagan, adviser of the DSWD Central Office</p>	<p>Quarterly Meetings</p> <ol style="list-style-type: none"> <li>Annual Accomplishment Report</li> <li>Minutes of Meeting/ Feedback reports.</li> </ol>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			Solo Parents- Employees Organization (DSWD CO- SPEO) Push work- Look for the champion on the RA 8972 amendments in the Senate.	
National Committee on the Filipino Family	Member: PDPB	PEAD PMD	An inter-agency committee created per EO 241 signed by Pres. Fidel Ramos. The committee is tasked to formulate policies and plans, promote strategies for an effective national program on the family; draw mechanisms for the mobilization, coordination, monitoring, and evaluation of effective family life programs as well as ensure proper observance of the National Family Week. It aims to strengthen and increase awareness on the importance of family. It consists of three sub-committees on legislation and policies; plans, programs and membership; and events advocacy and social mobilization to provide technical and administrative support to the committee to monitor and ensure that the directions of the Chair and the key decisions made from the committee meetings are carried out.	Quarterly Meetings  Expected Outputs are activities for the Family Week every 4 <sup>th</sup> week of September, and activities for the International Day of the Family every May 15.  Formulation of Action Plan for the Filipino Family
ASEAN Socio-Cultural Community (ASCC)/ Senior Official Committee for ASCC (SOCA)	Technical Secretariat  Technical Support to the PH ASCC / PH SOCA  Technical Secretariat to the PH ASCC Committee	PEAD	The ASCC is among the three community pillars of the ASEAN. The ASCC is committed to lifting the quality of life of its people by putting their welfare and well-being at the heart of its activities. The ASCC reflects the ASEAN's social agenda that is focused on poverty eradication and human development. Pursuing the realization of a people-oriented people-centered ASEAN Community.	<ul style="list-style-type: none"> <li>Correspondence, inputs and reports (as the need arises)</li> <li>Feedback report from Quarterly AMTB Meetings and related local coordination meetings on ASCC Matters.</li> <li>Documentation Proceedings of the PH ASCC Quarterly Meetings and</li> </ul>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			<p>The SOCA provides support to the ASCC Council by monitoring and consolidating salient developments on the implementation of key decisions and related reports from the various sectoral bodies under the purview of the ASCC including those on cross-cutting and cross-pillar issues ensuring that the goals and expected outputs from the ASCC Blueprint will be achieved by 2025.</p> <p>As provided in the Administrative Order No. 2011 or the Reorganization of the Philippine Council for Regional Cooperation (PCRC), the DSWD is mandated to Chair the PH ASEAN Socio Cultural Community pillar and provide related technical-secretariat support to the inter-agency Committee on ASCC. As Chair and technical-secretariat for the CASCC, the DSWD maintains coordinated efforts among the national agencies, representing the 21 sectors under the purview of the ASCC goals and contributes to the accomplishment of the ASEAN Community vision, mission and goals.</p> <p>Functions of the Technical Secretariat:</p> <ul style="list-style-type: none"> <li>• Provides technical support to PH ASCC Minister and PH SOCA Leader</li> <li>• Monitor PH Commitments to the ASCC Blueprint</li> <li>• Prepare correspondence, inputs on ASCC/ SOCA matters</li> <li>• Provide technical support to the Philippine ASCC Committee</li> </ul>	<p>Semestral Planning Workshops.</p> <p>Expected Deliverables:</p> <ul style="list-style-type: none"> <li>• Inputs to ASCC Outcome Documents</li> <li>• Inputs to Meeting Guide and working documents of PH ASCC Minister and PH SOCA Leader during their attendance to biennial meetings of ASCC Council and SOCA Meetings.</li> <li>• Consolidated status update of Philippine commitments to ASCC Blueprint.</li> </ul>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			<ul style="list-style-type: none"> <li>Attendance to AMTB Meetings (by DFA) and related local coordination meetings on ASCC matters.</li> <li>Conduct and provide secretariat support to PH ASCC Quarterly Meetings and Semestral Planning Workshops.</li> </ul>	
NCDA Sub-Committee on Auxiliary Social Service	Member: PDPB	PMD / PEAD	<p>The NCDA SCASS was created to ensure that the rights to auxiliary social services, aids, facilitative and rehabilitative programs and services for persons with disabilities in the country are provided, protected and promoted in accordance with the provisions of UNCRPD and RA 7277 and other such similar international treaties and laws. (NCDA Board Resolutions No. 3 Series of 2014)</p> <p>The PDPB's functions in the DSWD Internal RWG are the following:</p> <ol style="list-style-type: none"> <li>Convene and facilitate the conduct of meetings formulation of internal rules, annual plans and assessment/ accomplishment reports of the sub-committee;</li> <li>Lead and facilitate the conduct of studies, research and evaluation activities; building of database; formulation of plans and policies for PWDs in partnership with NCDA.</li> </ol>	Quarterly Meetings Feedback Report Comments on the Strategic Plan of NCDA SCASS
NCDA Sub-Committee on Policy and Legislation	Member: PDPB	PEAD (representative)	The NCDA-SUPODEL ensures that legislative initiatives and policies are proposed for person with disabilities.	Quarterly Meetings Inputs to Persons with Disabilities related legislations Drafting of Legislations



AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
PSA Board	Member: PPG		The PSA Board is the highest policy making body on statistical matters, and offices on sectoral statistics, censuses and technical coordination, civil registration and central support and field statistical services.	Quarterly Meetings Comments/Recommendations on the proposed PSA Board Resolutions and Policies along Statistical System.  Philippine Statistical Development Program Feedback Reports
PSA Inter-agency Committee on Social Protection Statistics	Vice Chair: PPG	PEAD (technical support to the Chair)	Recognizing that social protection is crucial in ensuring economic stability and sustainability development in the country, the PSA Board established the IACSPS to serve as forum for the discussion and resolution of statistical issues and concerns on the generation, dissemination and utilization of indicators in social protection and related sectors.  Part of the functions of the IACSPS is to develop and recommend to the Board appropriate measures and statistical policies for the improvement of statistics as well as the system of data generation, dissemination and utilization of social protection statistics and all related indicators, including the corresponding statistical frameworks, methodologies and processes.	Quarterly Meetings Philippine Statistical Development Program-Chapter on Social Protection Statistics  Status Reports of DSWD Commitments
PSA Inter-agency Committee on Civil Registration and Vital Statistics	Member: PDPB	PMD	The IACCRVS was established through Memorandum Order No. 01 series of 2015 to serve as venue for discussion and resolution of issues on civil registration and vital statistics, review current techniques/ methodologies and recommend policies and workable schemes towards the improvement of data generated from Civil Registration and Vital Statistics.	Quarterly Meetings Philippine Statistical Development Program-Chapter on Civil Registration and Vital Statistics Feedback Reports Status Report of DSWD Commitments

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
PSA Inter-agency Committee on Poverty Statistics	Member: PDPB	PMD	The Technical Committee on Poverty Statistics (TC PovStats) was established through Memorandum Order No. 06, series of 2014 to serve as a venue for discussion and resolution of issues, review current techniques/ methodologies and recommend policies and workable schemes towards the improvement of poverty and other related statistics.	Quarterly Meetings Philippine Statistical Development Program-Chapter on Poverty Statistics Feedback Reports Status Report of DSWD Commitments
PSA Inter-agency Committee on Gender, Children and Youth Statistics	Member: PDPB	PMD- Gender Unit	The inter-agency committee serves as forum for the exchange of views and expertise to resolve technical issues and problems arising from the production, dissemination, and use of statistics on gender, children and youth.	Quarterly Meetings Philippine Statistical Development Program-Chapter on Statistics on Children and Gender and Development
Steering Committee for the Phil Statistical Development Program 2017-2023	Member: Undersecretary	PEAD	The Steering Committee for the PSDP was established through PSA Board Resolution No. 4, series of 2017 tasked to develop and monitor the PSDP or the country's version of the National Strategies for the Development of Statistics (NSDS). It is a mechanism for setting the directions, thrusts and priorities of the Philippine Statistical System (PSS) in the medium term for the generation and dissemination of statistical information for policy- and decision-making of the government, private sector and general public. The PSDP contains priority statistical development programs and activities designed to provide vital information support to national development planning and international commitments. It is also a tool for integrating and coordinating the statistical activities of the government.	PSDP Chapter on Social Protection Statistics, Poverty Statistics and Gender Statistics

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
PSA National Statistics Month/ National Convention on Statistics Steering Committee and Sub-Committee on Programs and Awards	Member: PDPB	PMD	<p>The Steering Committee provides direction and guidance in the preparation for and evaluation of the conduct of various activities and programs to be undertaken during the celebration of the NSM and NCS.</p> <p>The Subcommittee on Programs and Awards recommend activities for the opening ceremony of NSM. They also identify and recommend interagency activities, review and update and select the winners for the NSM Awards.</p>	<p>Regular and special meeting of the Steering Committee AND Sub-Committee on programs and Awards;</p> <p>Annual contribution of P20,000;</p> <p>Advocacy for DSWD OBS, FOs and Attached and Supervised Agencies to participate in the celebration of NSM; Rating for NSM Awards nominees;</p> <p>Coordination with concerned FO/Center for conduct of outreach programs;</p> <p>Feedback Reports</p> <p>Status Report of DSWD Commitments</p>
Philippine Sustainable Development Goals Indicators Focal Points	Member: PDPB Director	PMD	<p>The DSWD is one of the 34 national government agencies member of Philippine SDG Focal Points. The SDGFP plays a vital role in the methodological developments of SDG indicators and in the efficient updating of the SDG Watch and Database.</p> <p>SDGFP provides technical support/ guidance in the review the Philippine SDG indicators and other relevant SDG-related indicators taking into account the national and sub-national priorities.</p>	<p>Semestral meeting</p> <p>Provides comments on the review of the Philippine SDG and</p> <p>1national data flow and reporting mechanisms.</p>
Philippine Food and Nutrition Surveillance System (Nutri-Watch) Technical Working Group	Member: PDPB	PMD	<p>This TWG provides overall direction along development, management and monitoring of Nutri-Watch. Nutri-Watch generates regular and timely assessment of the country's food and nutrition security situation. It is the responsibility of the TWG to formulate and recommend improvements and appropriate strategies that will improve the system for nutrition statistics.</p>	<p>Quarterly Meeting</p> <p>Periodical Report to NNC Governing Board through NNC Technical Committee.</p>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
UN-PH Partnership Framework for Sustainable Development- People Pillar Joint Results Group	Chair: Undersecretary	PEAD	Co-conveners are DSWD and UNICEF (with FAO as the alternate)	Meetings called for by the Chair
DSWD Committee on Mental Health AO No. 23 Series of 2021	Chair: Assistant Secretary	PEAD	<p>Shepherds the harmonization of plans, programs, budget, as well as performance review and assessment of the Department's Mental health initiatives.</p> <p>Consolidates the mental health efforts across the various Field Offices. Approves disposition along mental health efforts.</p>	PEAD (PDPB) as the secretariat  PMB as secretariat too.
Seal of Good Governance TWG on Social Protection and Sensitivity	Secretariat	PEAD	<p>The Council of Good Local Governance (Council) was established by Section 4 of RA 11292 or the Seal of Good Local Governance (SGLG) Act. It is chaired by the DILG and composed of representatives from nine national government agencies and a representative from the basic sectors nominated by the National Anti-Poverty Commission (NAPC). The Council is the policy-making and advisory entity to ensure proper implementation, primarily on: a) promulgating, reviewing and/or revising performance indicators of each criteria; and b) deliberating final assessment results to determine acceptability prior to approval of the Council Chairperson.</p> <p>For the area of Social Protection (SP) and Sensitivity, the DSWD serves as the TWG Chair.</p>	Briefers Inputs and updates on the SGLG Indicators

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Child Development Technical Working Group	Member: PDPB	PMD	To have a central and focal point on children within DSWD, Special Order No. 2917 Series of 2020 was approved creating the DSWD Child Development Technical Working Group (CDTWG). The purpose of the creation is mainly to facilitate the development and management of the Department's Early Childhood Care and Development (ECCD), Child Protection and Social Policy initiatives.	The TWG is proposed to be expanded as the Child Protection and Development TWG, with PPG ASec as Chair and PDPB as Secretariat. The Creation of sub-committees is also being proposed.
CWC Sub-Committee on Children with Disabilities	Member PDPB	PEAD	<p>The SC-CWD is a coordination forum for government institutions, agencies, international and national civic society organizations with mandates and initiatives on children with disabilities.</p> <p>To ensure relevance to the implementation of its goals, the SC-CWD shall review its membership every 3 years or as deemed necessary by the body. the SC-CWD may create internal working core groups to support the implementation of its targets. DSWD serves as the Vice Chair.</p>	<p>Quarterly Meetings</p> <p>Feedback Reports</p> <p>Status Report of DSWD Commitments to the Sub-Committee Strat Plan with corresponding budget.</p>
Inter-agency Task Force-Sub-Technical Working Group on Data Analytics	Member: PDPB	RED	Provide accurate and timely aggregation and analysis of all relevant data regarding COVID 19 and relevant policy recommendations to the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) along Decision framework for community quarantine, LGU Risk Classification and National situationer	<p>Weekly meetings</p> <p>Recommends areas for escalation and deescalation.</p> <p>Policy on the granular lockdown.</p>
Zero Hunger TWG	Member: PDPB	PEAD	Review and rationalization of existing policies, rules and regulations related to the Executive Order	Consolidated policies and IRR



AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Dangerous Drug Board- Philippine Anti-Illegal Drugs Strategy	Support to OUSSWD	RED	The issuance of EO No. 66 or Institutionalizing the Philippine Anti-Illegal Drug Strategy (PADS) mandated all government agencies to implement the PADS in accordance with their respective mandates. The DDB shall be the lead agency in the implementation of the PADS. Each government agency is directed to formulate and submit to the DDB their respective implementing and operational plans relative to the PADS.	Quarterly Meetings  DSWD PADS Implementation Plan  DSWD PADS Implementation Plan Accomplishment Report
National Steering Committee on Women, Peace and Security (NSCWPS)	Member: PDPB	PEAD	The DSWD is one of the nine (9) Executive Committee members of the NSCWPS per EO 865 series of 2010 which spearheads the implementation of the National Action Plan on Women, Peace and Security, 2017-2022. The NAPWPS Plan serves as the explicit articulation of the incorporation of the gender perspective in the Six-Point Peace and Development Agenda of the Duterte Administration.	Quarterly meetings scheduled by the OPAPP;  provides comments on WPS related documents;  Submission of Annual Accomplishment Report and Agency Specific Action Plan (ASAP) for the succeeding year
Inter-Agency Council on Violence Against Women and Children (IACVAWC)	Member: PDPB	PEAD	IACVAWC was established by virtue of Republic Act (RA) 9262 to ensure effective implementation of the law and be the lead coordinator and monitoring body on VAWC initiatives. The Council is composed of 12 member agencies: CSC, CHR, DepEd, DOH, DILG, DOJ, DOLE, DSWD, PCW, CWC, PNP and NBI. These agencies are tasked to formulate programs and projects to eliminate VAWC based on their mandates, as well as develop capacity building programs for their employees to become more gender sensitive to the needs of their clients	Meeting as scheduled by the IACVAWC Secretariat from PCW

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Philippine Commission on Women (PCW) Board	GAD TWG Chair serves as a representative of the Secretary  PDPB provides technical support	PMD	The PCW board is a collegial body which formulates policies to address gender issues and concerns in accordance with the agency mandate. The DSWD Secretary seats as a member of the PCW Board	Quarterly meeting
Nutrition Research Technical Working Group	Member: PDPB	RED	The Technical Working Group shall perform the following roles and responsibilities: 1. Provide guidance in the formulation and overall management of the PPAN Research Agenda. 2. Monitor conduct of nutrition and nutrition-related researches and promote dissemination through conduct of research forum and appropriate activities. 3. Recommend the approval of the PPAN Research Agenda and other related outputs to the NNC Technical Committee and resource mobilization for the implementation of the research agenda. 4. Draft the Strategic Plan for PPAN Research Agenda for approval of NNC Governing Board. 5. Monitor and assess implementation of the PPAN Research Agenda for appropriate adjustments and action.	Quarterly meetings  Nutrition Research Forum

## Annex 2: List of Internal Committees and Technical Working Groups

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Management Committee (ManCom)	Vice Chair: PDPB  Technical Secretariat	PEAD	A consultative mechanism/ policy making body to institute a closely coordinated work across OBSUs. It is an independent body representing the middle management of DSWD.	Every second and fourth Tuesday of the month.  4. Minutes of SOA of the Meeting 5. Accomplishment Report 6. Comments and Resolutions
National Management Development Conference (NMDC)	PPG Undersecretary as Executive Officer  Technical Secretariat	PEAD	The NMDC serves as a national forum for discussion, consultation, consensus building and decision making on policies, plans, issues and resources pertaining to the operations of the Department.  Functions of the Technical Secretariat: <ul style="list-style-type: none"> <li>• Prepare the project proposals, memo correspondence and advisories.</li> <li>• Prepare administrative arrangements, logistics requirements and technical documents for the NMDC.</li> <li>• Facilitate coordination and TWG meetings</li> <li>• Collect, review/ deliberate and finalize meeting agenda in coordination with OSEC and disseminate related conference</li> </ul>	NMDC is usually conducted twice a year (mid-year and year-end). Special meetings may also be conducted subject to the instruction of the Secretary.  Expected Outputs: <ol style="list-style-type: none"> <li>1. Conference proceedings/ highlights/ consolidated agreements.</li> <li>2. Correspondence, advisories and feedback updates from related coordination.</li> <li>3. Working/ technical documents of the conference including agenda, briefers, reports.</li> </ol>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			<p>documents to participants.</p> <ul style="list-style-type: none"> <li>Consolidate presentations in preparation for the conference and follow up status of actions taken based on the conference agreements and directives of the Secretary.</li> </ul>	
DSWD National Total Quality Management Steering Committee	Vice Chair: PPG	PMD and RED	The DSWD National Total Quality Management Steering Committee is a high-level management group that will lead in the development and implementation of the Quality Management Program.	Quality Management Plan
DSWD Change Management Team (CMT)	Technical Secretariat	PEAD	The DSWD-PDPB serves as the Secretariat to DSWD CMT	Quarterly Meetings and Special Meetings <ol style="list-style-type: none"> <li>SOA</li> <li>Minutes of the Meetings</li> </ol>
DSWD Working Group on National Committee on the Filipino Family (i.e. Subcommittee on Plans and Programs and Subcommittee on Policy and Research)	Member: PDPB	PMD PEAD RED	A DSWD Working Group constituted to support the initiatives of the NCFF along plans, policy and research.	Meetings Guidelines Terms of Reference Research

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Senior Officials Meeting on Social Welfare and Development (SOMSWD)	Technical Secretariat  Support to the PH SOMSWD	PEAD	<p>All activities undertaken under the ASEAN cooperation on social welfare and development come under the purview of the SOMSWD including cross-sectoral collaboration and coordination.</p> <p>Functions of the Technical Secretariat:</p> <ul style="list-style-type: none"> <li>• Provide technical support to PH SOMSWD Leader to SOMSWD Related matters including engagements / commitments on the following: (1) ASEAN Social Work Consortium (ASWC); (2) ASEAN Children's Forum (ACF); (3) ASEAN Commission on the Promotion and Protection of Women and Children (ACWC)</li> <li>• Monitor and facilitate related coordinations in implementing PH Commitments to SOMSWD Work Plan as well as ASWC and ACWC Work plans</li> </ul>	<p>Inputs, briefers, correspondence, country reports/interventions, recommendations</p> <p>Status reports of SOMSWD projects and commitments</p> <p>Activity Proposals</p>
Gender and Development (GAD) TWG	Secretariat	PMD	DSWD Central Office TWG that drives gender mainstreaming within the agency. The Chairperson is the Undersecretary of Policy and Plans.	<p>Quarterly Meetings</p> <p>Expected Deliverables:</p> <ol style="list-style-type: none"> <li>1. Minutes of Meetings</li> <li>2. Technical Assistance on GAD</li> <li>3. Coordination on related GAD concerns.</li> </ol>



AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			Secretariat functions include meeting preparations, documentation, etc. Technical assistance on GAD for FOs is also done per direction of the Bureau Director.	
DSWD Annual Report Committee (ARC)	Technical Secretariat	PMD	Special Order No. 4356 Series of 2016 Headed by Undersecretary for Policy and Plans Vice Chair Director Social Marketing Service with representatives from Central Office OBSUs.	Quarterly Meetings  Expected Outputs 1. Minutes of Meeting 2. Comments on the Zero Draft Annual Report 3. Finalization of Annual Report
Performance Management Technical Working Group (PM-TWG) Committee	Technical Secretariat	PMD	Special Order No. 2533, series of 2018, the DSWD Performance Management Team (PMT) shall oversee tasks related to the effective implementation of the DSWD Strategic Performance Management System (AO No. 23 series of 2018)	Source: Administrative Order No. 23, series of 2018- The DSWD Strategic Performance Management System (DSPMS)  Special Order No. 2533, series of 2018, Composition of the DSWD Performance Management Team (PMT)
Task Force on Ease of Doing Business	Member: PDPB	PMD RED	<p>This is an inter-office technical working group committee which was created for the implementation of RA 11032 or ease of doing business in the Department. The PDPB is one of the Task Force Members while GRD serves as Secretariat. (Special Order No. 535 issued February 22, 2019)</p> <p>Develop internal policy for the DSWD Ease of Doing Business Monitor the status of streamlining and process improvement in the Department</p>	<p>Frequency of Meetings- No mention on the schedule of meetings per SO</p> <p>Expected outputs:</p> 1. Minutes of the Meeting 2. Working/ technical documents including agenda, briefers 3. Report on the streamlining and process improvement of the Department's critical services.

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			Provide technical support to the Task Force	
National Research and Evaluation Technical Working Group (NR&E-TWG)	Chairperson : PPG Assistant Secretary  Vice Chairperson : PDPB Director	RED	<p>An inter-office body tasked to oversee and provide advisory roles to all Department-initiated and external researches &amp; evaluations (MC No. 9 s. 2019). This TWG is also expected to partake in the development and implementation of the Department's Research &amp; Evaluation Agenda.</p> <p>The NR&amp;E-TWG is composed of representatives from all clusters of the Department, as well as from the Core Group of Specialists (CGS) on Research and M&amp;E. It is chaired by the Assistant Secretary for PPG, while PDPB shall provide secretariat services.</p> <p>Special Order No. 3390, series of 2020 or the Establishment of NRE-TWG will be amended to reconstitute/restructure the technical working group since some of the members are no longer connected with the Department.</p>	<p>Expected Outputs:</p> <p>Updated Terms of Reference and Approved Special Order</p> <p>DSWD Calendar of R&amp;E activities</p> <p>Minutes of the meetings/ Proceedings Reports of all research and evaluation-related activities covered by the TWG.</p> <p>Databank of completed and ongoing research and evaluation studies/ documents.</p> <p>DSWD Research &amp; Evaluation Agenda Capacity Building organized/ conducted.</p> <p>Frequency of meetings-semestral; may hold special meetings as deemed necessary.</p>
DSWD Research Ethics Committee (**Pending approval of the amended MC 9, s.2019)	Technical Secretariat	RED	The amended MC 9, s.2019 (Research and Evaluation Policy) shall institute the creation of the DSWD REC as the overall ethics approving and clearing body for all research and evaluation	<p>Expected Output:</p> <p>Minutes of the meetings/ Proceedings Reports of all REC regular and deliberation meetings.</p> <p>Issuance of ethical clearance to DSWD-initiated R&amp;E studies</p>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			<p>studies conducted by the Department.</p> <p>A Special Order on the constitution of the DSWD REC has yet to be issued; awaiting the approval of the MC 9, s.2019 amendment.</p>	<p>Frequency:</p> <p>At least 1 regular meeting per semester; deliberation meetings as needed.</p>
Planning Monitoring and Evaluation Technical Team (PMETT)	<p>Chair: Assistant Secretary</p> <p>Technical Secretariat</p>	RED and PMD	<p>As provided for in AO 8 s. 2019 or the Guidelines for the Harmonized Planning, Monitoring and Evaluation System (HPMES), the members of the PMETT, as the Department's core group on Planning and M&amp;E, shall:</p> <p>(1) Ensure and partake in the overall implementation of the Harmonized Planning, Monitoring and Evaluation System (HPMES) particularly in the development of the Results Matrices as well as submission of other HPMES forms.;and (2) Ensure coordination, data sharing, tracking and monitoring within and across OBs and FOs of the Department.</p>	<p>Expected Outputs:</p> <p>Minutes of the meeting</p> <p>Issues, concerns and good practices on HPMES Implementation discussed</p> <p>Data, reports shared and coordinated.</p> <p>Updates on HPMES implementation shared with the OBs.</p> <p>Capacity Building for the PMETT organized/ conducted.</p> <p>Frequency of meetings- Quarterly or as often as deemed necessary.</p>
Devolution Transition Committee	Technical Secretariat	PEAD PMD RED	<p>Pursuant to the Implementing Rules and Regulations of E.O. 138, Full Devolution of Certain Functions of the Executive Branch to Local Governments, Creation of a Committee On Devolution, and for Other Purposes, directing each Department to organize and assign a Devolution Transition Committee to coordinate and oversee the</p>	<p>Monthly Meetings</p> <p>Outputs:</p> <ul style="list-style-type: none"> <li>- SOA</li> <li>- Highlights of the Meeting</li> <li>- Updates on the DTP</li> <li>- Correspondence</li> <li>- Inputs / Response to related policies / guidelines / For Action</li> </ul>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			entire devolution transition process.	
Planning and Budgeting Steering Committee (PBSC) and Technic Working Group	Co-Chair: Undersecretary  Technical Secretariat	PMD	<p>As provided in AO 1 series of 2020, the PBSC Secretariat is tasked to assist the PBSC in coordinating and integrating activities related to planning, programming, budgeting and execution</p> <p>The Secretariat also provides data with analysis and recommendation on the PAPs targets and implementation before the budget hearing and deliberation. It also monitor execution of all activities to comply and ensure alignment with DBM deliverables and timelines</p>	<p>Quarterly Meeting</p> <ul style="list-style-type: none"> <li>- SOA</li> <li>- Highlights of the Meeting</li> <li>- Regular monitoring and Physical and Financial Accomplishments of PAPs</li> <li>- Budget documents</li> </ul> <p>Other meetings are conducted as often as necessary in preparation for the budget hearings.</p>
DSWD Central Office Drug-Free Workplace Committee (CO-DFWC) S.O. 3950 series of 2018	Member: PDPB	RED	The function of the CO-DFWC member is to review, formulate and implement an anti-drug abuse policy and programs in the Department in accordance with pertinent national agency policies such as that promulgated by the Civil Service Commission. The DSWD Administrative Order NO. 14 series of 2017 (Enhanced Guidelines in the Implementation of a Drug-Free Workplace Program in the DSWD) is the pertinent policy that directs the Committee's task.	<p>Policy Formulation, Implementation and Monitoring</p> <p>Sample size calculation and Random selection of DSWD Personnel for Drug Testing.</p> <p>ANA</p>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
TWG Alternative Family Care	Member: PDPB	PEAD	DSWD TWG-focus on the adoption, foster care, legal guardianship, annulment program of the Department. Discuss about existing policies and program that protect the best welfare and interest of the children. It is participated by the Bureaus, FOs representatives and other attached agencies, NGOs catering children. Push work (1) pushing the Alternative Family Bill. (2) Revisiting Policies on children product of illicit affair abroad (SWATO lead on the crafting) (3) Policies and procedures on PAPs simulated birth certificates of the Child (PSA led), PDPB members and technical staff (case to case basis).	Regular Meeting: Monthly  Feedback Reports Comments on the Draft Policies Resource Person (ANA)
TWG for the Establishment of the Social Welfare and Development Academy S.O. 131 series of 2019	Member: PDPB	RED	The Director of PDPB is a TWG permanent member and her alternate is a staff from RED. The TWG aims to establish a Social Welfare and Development Academy.	ANA
Knowledge Management Focal Persons	Member: PDPB	RED	Administrative Order s. 2011 or the KM Framework of the DSWD provides that OBSUs shall be the sources of data and knowledge as well as a partner of SWIDB in knowledge product development and sharing.  PDPB has a permanent and alternate focal person for the KM.	Input to plans, activity programs on KM Sharing of Bureau knowledge products to this SWIDB's program.



AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Yakap Bayan TWG	Member: PDPB	RED	The TWG is mainly concerned on the Implementation of the Yakap Bayan Program. The Yakap Bayan Framework of Intervention is a rehabilitation and reintegration intervention framework developed by the DSWD to guide the member agencies of the Inter-Agency Committee Against Illegal Drugs (ICAD) Cluster on Rehabilitation and Reintegration in the strategic and coordinated provision of intervention to drug surrenders, their families and communities.	Monthly Meeting  YAKAP BAYAN Results Framework and M&E Plan.  Research Study and Development of Assessment Tool for RPWUDS and RCWUDS.  Assists on the formulation of YBIS, specifically on the calculation of scores and other metrics.
TWG for HR-OD Tool Development (Pantawid)	Member: PDPB	RED	A TWG composed of representatives from various offices (e.g. HRDMS, PDPB, SWIDB and Pantawid) was created to provide advisory role and technical assistance in the development of an HR-OD Audit Tool for Pantawid (DFAT Project).	Comments on the tools TA/ Additional manpower during pilot testing (ANA)
TWG for EO-70	Member: PDPBPMD	PMD	DSWD TWG on the National Task Force to End Local Communist Armed Conflict (NTF-ELCAC-TWG) was created in response to Executive Order No. 70, series of 2018. It functions are to develop an implementation plan for the Department's contribution to the Whole-of-Nation Approach-driven National Peace Framework as part of the institutionalization of Executive Order No. 70; Integrated the DSWD Action	Policies recommended to OBs on issues raised during program implementation.  Technical assistance to FO in the implementation of the plan.

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			Plan on Women, Peace and Security to the Department's plan along EO No. 70 and collaborate with the DSWD Gender and Development TWG to ensure that GAD perspective is integrated in program management specifically in the planning, implementation, monitoring and evaluation of the Department's plan on EO 70 and ensure implementation of the approved plan across the organization and within the field offices;	
TWG on Electronic Case Management	Member: PDPB	PEAD	The TWG was created to primarily ensure that the case management process is implemented to assist the program beneficiaries improve their level of well-being or achieve quality of life. It shall oversee the harmonization or integration of the web-based electronic case management implemented by the STB for LGUs, the Pantawid Pamilyang Pilipino Program for Pantawid beneficiaries and Program Management Bureau for CIU clients.	<p>Inputs to the web-based version of the CM.</p> <p>Recommends policies to streamline and enhance the reporting, M and E system and operational functions.</p> <p>Conduct Training to key personnel and system users.</p> <p>Render TA relative to the program implementation.</p>
Personnel Development Committee	Member: PDPB	PEAD and RED	As per AO 16 s. 2018 or the Enhanced Guidelines on Educational Support for DSWD Employees, the Functions of the PDC members includes among others are to: Develop, implement and enhance the screening process and criteria in the selection of	<p>Meetings attended</p> <p>Criteria reviewed/formulated</p> <p>Scholarship nominees interviewed, rated</p> <p>Resolutions reviewed, approved</p>

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			nominees to ensure equitable distribution of educational and personnel development opportunities among employees of the Department; Evaluate and deliberate on the qualifications of candidates.	
Technical Management Group (CWC)	PEAD	Member: Bureau Director  Representative Aira Leyda	The TWG is tasked to deliberate on the findings and the recommendations of the Com/ SCom and submit recommendations to the Council on needed policy guidelines, projects and activities for the welfare of children. It also performs other tasks and activities as may be directed by the Council.	Attendance to quarterly meetings Feedback reports Input to technical documents.
National Network to End Violence Against Children	Member: PDPB	PEAD and PMD	The NNEVAC is a coordination forum for government institutions, agencies, international and national civil society organizations with mandate and initiatives on VAC.	Quarterly
DSWD Change Management Team	Member: PDPB	PEAD	The DSWD-CMT shall be the over-all overseer of the TWGs tasks and main coordination with the National Commission of Senior Citizens. The CMT shall ensure the immediate, smooth and seamless turn-over of functions, programs, projects and activities to the NCSC.	Secretariat to the DSWD CMT meeting. ANA
Unified Beneficiary Database Technical	Member: PDPB	RED PMD	The Technical Working Group shall: develop a business process for the Unified Beneficiary Database in order	Attendance to Meetings Provision of Technical Assistance and Input

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
Working Group			to have a single source of data on beneficiaries of DSWD programs; collect information about DSWD beneficiaries into a single database; and, monitor and evaluate the implementation of the Unified Beneficiary Database Project.	
Committee on Anti-Red Tape	Member: PDPB	RED and PMD	Per Special Order No. 2969, s.2020, the CART shall ensure the Department's compliance to the requirements of RA 11032, its IRR and subsequent issuances by ARTA and DSWD's internal issuances such as the DSWD AO 20, s.2019, among others. FMS-Management Division serves as Secretariat of this Committee.	Attendance to meetings Concurrence/provision of technical inputs on draft policies, systems, reports related to the Department's compliance to RA 11032
Joint Standardization, Streamlining, Reengineering, Digitalization/Automation (SSRDA) and Regulatory Impact Assessment (RIA) Technical Working Group	Member: PDPB	RED and PEAD	The Joint SSRDA-RIA TWG shall ensure the Department's compliance covered by Section 5 of the RA 11032 particularly to provide guidance and oversee the conduct of SSRDA for critical services and RIA for priority regulations.  CART Secretariat serves as secretariat of this Joint TWG.	Amendment to DSWD Guidelines on EODB (AO 20, s.2019, SSRDA and RIA Action Plan, list of priority services for SSRDA and regulations for RIA, periodic monitoring
PRAISE-CO Committee	Member: PDPB	PMD and RED	Special Order 2846 s. 2021 Reconstitution of the Program on Rewards and Incentives for Service Excellence (PRAISE) Central Office Committee	Meetings attended  Relevant documents reviewed, deliberated  Criteria formulated

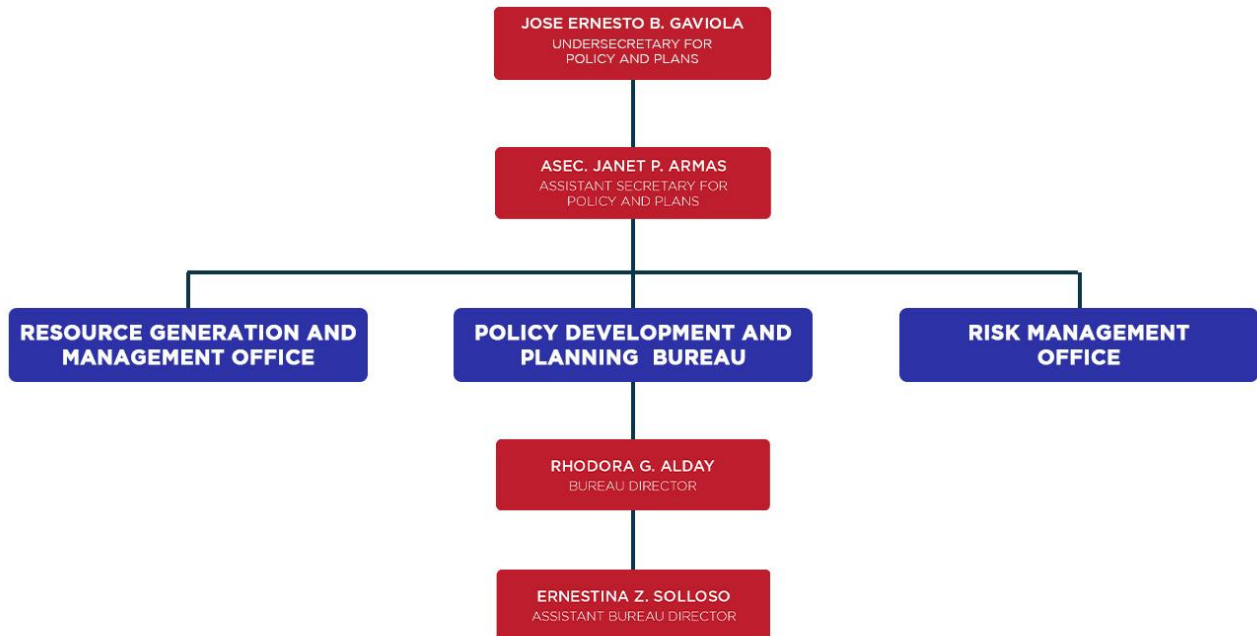
AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			Functions are stipulated in AO 6 s. 2015. In summary, the major functions are to conduct screening of OBS nominees to the PRAISE given a criteria & rating scale, validate and assess shortlisted nominees and recommend per category awardees to the PRAISE National Committee through a PRAISE Resolution.	Nominees rated  Resolution formulated, issued
PRAISE Sub-Committee on Best Knowledge Management Initiatives	Member: PDPB	RED	To assist the DSWD PRAISE National Committee in performing the appropriate tasks stipulated in DSWD AO No. 6, series of 2015. This includes formulation/amendment of internal policies and procedures to govern the conduct of incentives and rewards system, prepare plans and develop assessment tools and criteria of the assigned category.	Meetings attended  Relevant documents reviewed, deliberated  Criteria formulated  Nominees rated  Resolution formulated, issued
TWG for the Implementation of Periodic Assessment of the Pantawid Pamilyang Pilipino Program	Member: PDPB	RED	With PDPB as the overall monitor of the Department's research and evaluation activities, the Bureau was recommended to be part of the TWG.  The members of the TWG will spearhead the implementation of periodic assessment of the 4Ps pursuant to Sections 10 and 14 of Republic Act No. 11310, or the "4Ps Act", mandating the Philippine Institute for Development Studies (PIDS) to conduct an impact	Attendance and participation to TWG meetings  Provision of inputs and comments to evaluation questions, evaluation design, sampling strategy, methodology and list of outcome indicators  Review and provision of inputs to the output of PIDS (evaluation report)  Feedback reports on TWG meetings



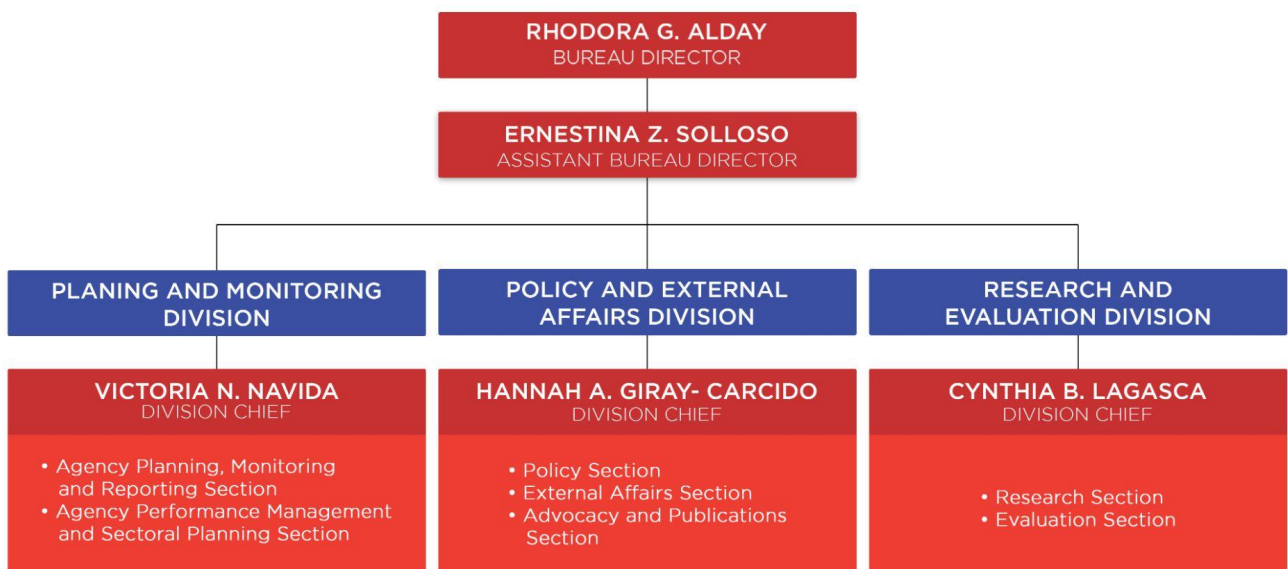
AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
			assessment to evaluate the effectiveness of the 4Ps, the veracity of the list of household beneficiaries, and the program implementation every three years after the effectivity of the Act and the DSWD to serve as the central planning, coordinating, implementing and monitoring body of the Program.	
DSWD CO Focal and Alternate Focal Persons for Freedom of Information (FOI)	Member: PDPB	PMD RED	Special Order 284 s. 2021 Designation of the DSWD's Central Office Focal and Alternate Focal Persons for Freedom of Information (FOI)	
DSWD QMP-PMT	Member: PDPB	PEAD	Per SO No. 806 s. 2021, the QMP-PMT is constituted to provide technical support and operational management in the implementation of the Quality Management Program	Quarterly meetings Special meetings Policies and activities in relation to the DSWD-wide ISO Certification Project
Integrity Management Program	Member: PDPB	RED	Special Order No. 1500 s. 2021 Subject: Amendment. To continually improve and strengthen the planning, implementation, monitoring and evaluation of the Integrity Management Program at the Central Office, SO 378 s. 2020 is amended.	PDPB plans and reports using prescribed IMP Forms accomplished and submitted to IMC (annually)

AREA	PPG/PDPB ROLE	FOCAL DIVISION	BRIEF DESCRIPTION AND MAIN FUNCTION AS SECRETARIAT	EXPECTED OUTPUT AND FREQUENCY
DSWD COVID-19 Response Task Group	Member: PDPB  PDPB is a member in two (2) different Subcommitt ees in this Task Group.	PEAD and RED	Special Order No. 1068 s. 2021: Creation of DSWD COVID-19 Response Task Group. To harmonize, integrate and synchronize all efforts of Committees and Groups involved on COVID-19 response in the Department, this committee is created.  Ms. Lagasca of the PDPB is a member of the <i>COVID-19 Action Team</i> , Ms. Carcido is a member of the <i>COVID-19 Vaccine Immunization Team</i>	Meetings participated/attended  Recommendations provided  Policies formulated  Take action on emerging concerns
Task Force Consolidated Annual Audit Report	Member: PDPB	RED	Monitor the complete and timely submission of the management responses to the COA Audit Observation Memorandum (AOM)	Management response

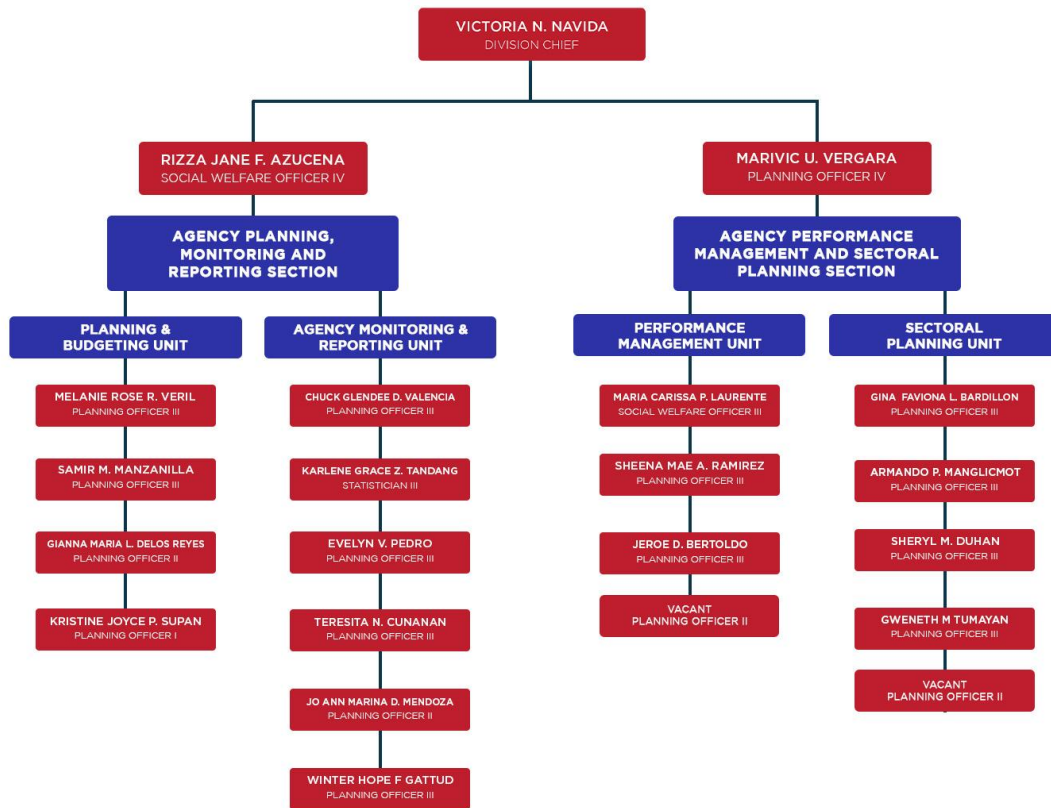
### Annex 3: Policy and Plans Organizational Structure



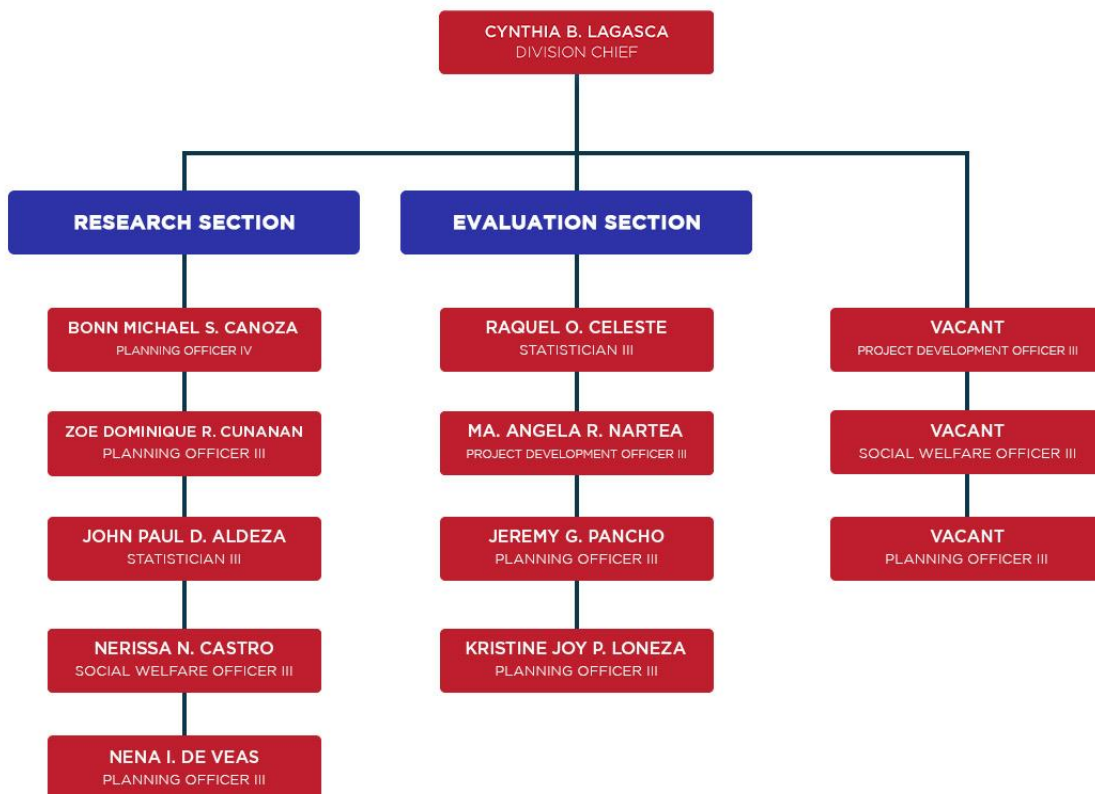
### Annex 4: PDPB Organizational Structure



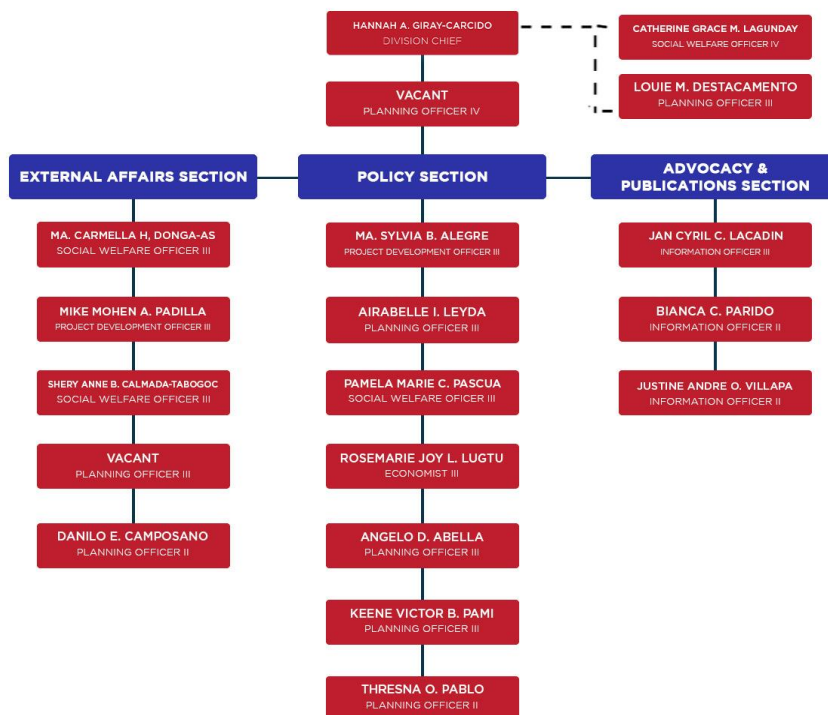
## Division 1: Planning and Monitoring Division



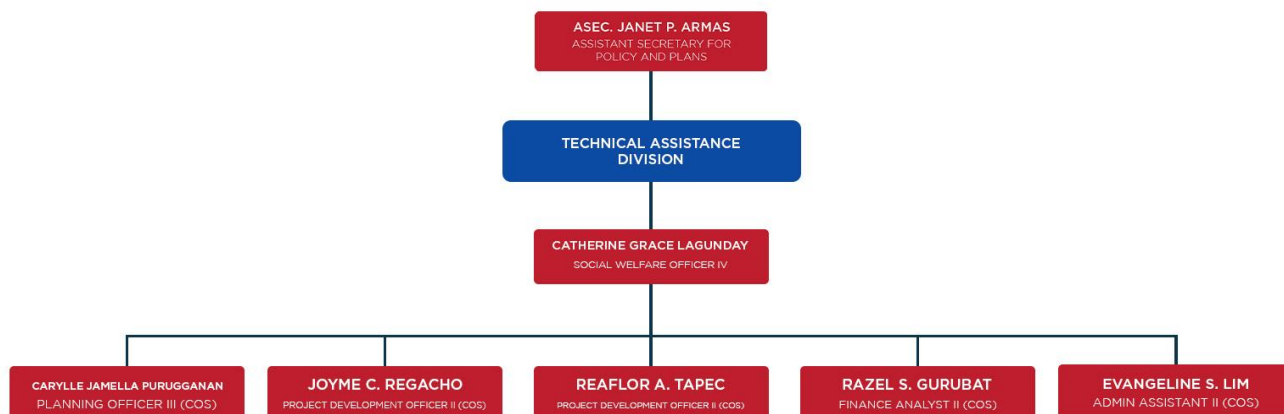
## Division 2: Research and Evaluation Division



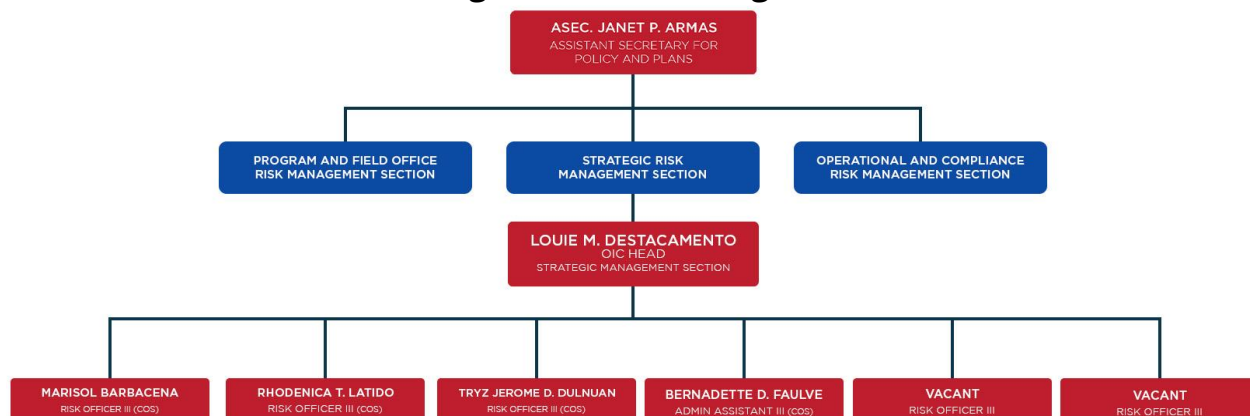
## Division 3: Policy and External Affairs Division



## Annex 5: Resource Generation Management Office Organizational Structure



## Annex 6: Risks Management Office Organizational Structure





## **Annex 7: ACKNOWLEDGEMENT**

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