

[EXECUTIVE ORDER NO. 123, January 30, 1987]

**REORGANIZING THE MINISTRY OF SOCIAL SERVICES AND
DEVELOPMENT, NOW REFERRED TO AS MINISTRY OF SOCIAL
WELFARE AND DEVELOPMENT**

RECALLING that the reorganization of the government is mandated expressly in Article II, Section 1 (a), and Articles III of the Freedom Constitution;

HAVING IN MIND that, pursuant to Executive Order No. 5 (1986), it is directed that necessary and proper changes in the organizational and functional structures of the government, its agencies and instrumentalities, be effected in order to promote efficiency and effectiveness in the delivery of public services;

CONSIDERING that the right to welfare is a basic right which is enshrined in the Constitution;

BELIEVING that welfare encompasses a range of services which addresses the needs of the extremely disadvantaged individual, family, group and community in a holistic manner;

BELIEVING that the desired scheme is for welfare and development to be a shared concern between the State and its people;

NOW, THEREFORE, I, CORAZON C. AQUINO, President of the Philippines, by virtue of the powers vested in me by the sovereign will of the Filipino people and the Freedom Constitution, do hereby order:

SECTION 1. Title. This Executive Order shall otherwise be known as the Reorganization Act of the Ministry of Social Services and Development.

SECTION 2. REORGANIZATION. The Ministry of Social Services and Development, hereby renamed the Ministry of Social Welfare and Development and hereinafter referred to as Ministry, is hereby reorganized, structurally and functionally, in accordance with the provisions of this Executive Order.

SECTION 3. DECLARATION OF POLICY. The State is committed to the care, protection, and rehabilitation of that segment of the country's population (individual, family and community) which has the least in life and needs social welfare assistance and social work intervention to restore their normal functioning and participation in community affairs.

SECTION 4. MANDATE. The agency vested with the responsibility for the implementation of the foregoing policy is the Ministry. Its fundamental strategy shall be to provide a balanced approach to welfare whereby the needs of interests of the population are addressed not only at the outbreak of crisis but more importantly at

the stage which would inexorably lead to such crisis. Following such strategy, the Ministry's objectives shall be to:

- (a) Care, protect and rehabilitates the physically and mentally handicapped and the socially disabled constituents, for effective social functioning;
- (b) Provide an integrated welfare package to its constituents on the basis of their needs and coordinate the service facilities required from such ministries/agencies, governmental and non-governmental, which can best provide them;
- (c) Arrest the further deterioration of the socially disabling or dehumanizing conditions of the disadvantaged segment of the population at the community level;
- (d) Advocate for policies and measures addressing social welfare concerns.

SECTION 5. Powers and Functions. To accomplish its mandate and objectives, the Ministry shall have the following powers and functions:

- (a) Formulate, develop and implement plans, programs and projects in the field of social welfare and development;
- (b) Adopt policies to ensure effective implementation of programs for public and private social welfare services;
- (c) Promote, support and coordinate the establishments, expansion and maintenance of non-governmental social welfare facilities, projects and services;
- (d) Establish, operate, maintain and otherwise support institutional facilities, projects and services for its constituents;
- (e) Promote, build and strengthen people's organizations for a self-directing welfare system at the grassroots level;
- (f) Promote, support and coordinate networks and facilities for the identification and delivery of appropriate intervention to its welfare constituents;
- (g) Accredite institutions and organizations engaged in social welfare activities and provide consultative and information services to them;
- (h) Undertake researches and studies on matters pertaining to its constituency;
- (i) Initiate, promote and maintain bilateral and multilateral linkages for technical cooperation, in coordination with the Ministry of Foreign Affairs;

- (j) Provide advisory services and develop and implement training standards and programs for personnel, social workers and students and third-country participants for career and staff development in social welfare activities;
- (k) Disseminate information and publish technical bulletins on social welfare and development;
- (l) Deputize law enforcement agencies to assist in the implementation of laws, rules and regulations for the protection of the rights of the exploited, abused and disadvantaged;
- (m) Regulate fund drives, public solicitations and donations for charitable/welfare purposes;
- (n) Set standards, accredit and monitor performance of all social welfare activities in both public and private sectors;
- (o) Exercise functional and technical supervision over social workers in other government settings/agencies like courts, hospitals, schools and housing projects;
- (p) Deputize local government and other agencies of government as are necessary in providing disaster relief;
- (q) Coordinate all activities pertaining to the implementation of programs and services for disables, the aging and other socially disadvantaged.

SECTION 6. Minister of Social Welfare and Development. The authority and the responsibility for the exercises of the mandate of the Ministry and for the discharge of its powers and functions shall be vested in the Minister of Social Welfare and Development, hereinafter referred to as Minister, who shall have supervision and control over the Ministry and shall be appointed by the President.

SECTION 7. Organization Structure. The Ministry, aside from the Ministry Proper comprising the Office of the Minister, the Offices of the Deputy Ministers and Assistant Ministers and the Services, shall consist of the Bureaus, Regional Offices, Provincial/City Offices and Municipal/District Offices.

SECTION 8. Office of the Minister. The Office of the Minister shall consist of the Minister, and the Minister's immediate staff, and the Public Affairs and Liaison Service.

SECTION 9. Deputy Ministers. The Minister shall be assisted by two (2) Deputy Ministers, at least one of whom must belong to the career executive service who shall be appointed by the President upon the recommendation of the Minister. One Deputy Minister shall supervise internal operations while the other Deputy Minister shall handle the liaison between the Minister and the attached agencies of the Ministry.

SECTION 10. Assistant Ministers. The Minister shall also be assisted by three (3) career Assistant Ministers who shall be appointed by the President upon the

recommendation of the Minister, and who shall perform the following respectively:

- (a) Supervise the Personnel Development Service; Administrative Service and Financial Service;
- (b) Supervise the Bureau of Child and Youth Welfare; Bureau of Woman's Welfare; Bureau of Family Community Welfare; Bureau of Emergency Assistance; and Bureau of Disabled Persons' Welfare;
- (c) Supervise the Planning and Monitoring Service and the Legal Service, and assist the Deputy Minister and the Minister in matters pertaining to regional/field operations.

SEC. 11. Services of the Ministry. The services listed in Section 10 (a) and (c) hereof and the Public Affairs and Liaison Service shall have the following functions, respectively:

- (a) The Personnel Development Service shall provide the Ministry with services relating to manpower, career planning and development, personnel transactions, and employee welfare;
- (b) The Financial Service shall provide the Ministry with services relating to budget, collection disbursement, and other financial matters;
- (c) The Administrative Service shall provide the Ministry with services relating to records, correspondence, supplies, property and equipment, security and general services;
- (d) The Planning and Monitoring Service shall provide technical services to the Ministry in the areas of overall policy formulation, strategic and operational planning, management systems/procedures, and the evaluation and monitoring of Ministry programs, projects and internal operations;
- (e) The Legal Service shall provide the Ministry with services on legal matters, especially on proposed legislations;
- (f) The Public Affairs and Liaison Service in the Office of the Minister shall provide services along public information, publications and the coordination and mobilization of volunteers, non-governmental organizations and cause-oriented groups in partnership with the Ministry of Social Welfare, programs, projects and activities.

Each of the Services shall be headed by a Staff Director and may have divisions whenever necessary for the performance of its functions.

SEC. 12. Staff Bureaus. The staff bureaus listed in Section 10 (b) hereof shall be essentially staff in character and as such shall exercise technical supervision over the Regional Offices, shall be primarily involved in the development of policies and programs within their respective functional specializations and shall formulate and develop related policies, guidelines and standards necessary in guiding the Regional

Offices in the proper implementation of such policies and programs.

Each of the staff bureaus shall have the following functions:

- (a) Formulate programs, policies, rules, regulations and standards relative to the implementation of their respective functional specialization;
- (b) Initiate and administer pilot or special projects for demonstration of the corresponding policies, programs, services, strategies, methods, procedures and guidelines prior to nationwide implementation;
- (c) Audit, evaluate, and provide technical assistance and consultative services to operating units and field offices and local government welfare departments on program implementation;
- (d) Develop standards and assess agencies for licensing and accreditation;
- (e) Review/applications for regulatory purposes including tax exemptions for foreign donations;
- (f) Provide advisory services to non-governmental agencies implementing programs and services for welfare and development;
- (g) Formulate substantive content and assist in the orientation and training on the bureaus programs, services, strategies, procedures, methods and guidelines;
- (h) Develop indigenous literature and other media materials for clients, volunteers and other audiences;
- (i) Promote and develop a system of networking and coordination with relevant welfare councils;
- (j) Undertake studies and action researches on matters pertaining to client welfare and development and propose relevant policies and amendments for legislation;
- (k) Maintain linkages relative to welfare programs/projects for national, regional and interregional cooperation.

SECTION 13. Areas of Specialization. The substantive/functional areas of specialization of the staff bureaus shall be:

- (a) Formulate programs, policies, rules, regulations and standards relative to the implementation of their respective functional specialization;
- (b) Initiate and administer pilot or special projects for demonstration of the corresponding policies, programs,