

**[OWWA MEMORANDUM OF INSTRUCTION NO.
137 s. 1991, September 09, 1991]**

**ADDENDUM/AMENDMENTS TO MOI NOS. 99* & 100* s.1990,
PRESCRIBING IMPLEMENTING GUIDELINES FOR IMPACT
PROJECT DEVELOPMENT UNDER THE INTEGRATED RPO AND
LOAN REPAYMENT TERMS OF ELDP**

In the interest of the service and to provide clear-cut policy guidelines to enhance the implementation of Impact Project Development of the Integrated Return Program for Overseas Contract Workers (IRPO) and for more responsive policies regarding ELDP repayment terms, the following guidelines are hereby prescribed:

IMPACT PROJECTS

I

Implementing Units

The program shall be implemented by the Reintegration Programs Department (RPD) through the Expanded Livelihood Development Division (ELDD) which shall be responsible in recommending program policies to the undersigned and the regional units and Operations Division (OD-RPD) for actual program implementation. The Social Reintegration Programs Division (SRPD) shall accredit Client Organization (CO) and shall assess their viability in undertaking group endeavors. The Finance Management Division (FMD) shall provide financing to the qualified CO.

II

Client Coverage/Qualifications

Impact projects shall be open to all organized groups. Total membership must at least be eighty percent (80%) overseas contract workers (OCW) or their dependents and shall occupy all key positions in the organization. The organized group shall be referred to as the Client Organization (CO). To be qualified, the CO shall have no existing obligations.

III

Program Components

A. *Social Preparation* - This component is envisioned to cluster enterprising OCWs for socio-economic endeavor, to serve as vehicle for OCWs' participation in community oriented undertakings. Social preparation shall entail the conduct and/or implementation of trainings/projects aimed at recruiting members and consolidating the group towards a single vision/goal.

A Community Development Officer (CDO) shall immerse in the community to closely assist in the organizational development until such time that the group is cohesive and ready to undertake livelihood projects.

B. *Technical Assistance* - This component shall assist the client in the documentation of their socio-economic project proposals. Subsequent project evaluation also falls under this component. Aside from the documentation and evaluation, appropriate trainings may also be availed of in this component. All this technical assistance is embodied in MOI No. 99.

C. *Financing* - Financial requirement for the program shall be sourced from the Expanded Livelihood Development Program Fund. All funds approved and subsequent releases for Impact Project Development shall be maintained under this account and shall be disbursed in accordance to its provision.

D. *Industrial/Technical Information* - This component aims to address further the need of our enterprising OCWs particularly in the area of technological information. Activities included in this component are as follows:

- Preparation of investment profiles of livelihood projects in both urban and rural areas; and
- Establishment and/or preparation of appropriate technology for urban and rural enterprises.

E. *Market Development* - This component shall assist OCWs in the identification of market tie-up. Linkages with the different government agencies and non-government (NG) agencies shall be undertaken to come up with a master list of suppliers and corresponding products to facilitate networking. It shall also establish a venue which shall showcase products of OCW entrepreneurs for product promotion.

IV Process

A. *Social Preparation* - Three types of organizations shall be serviced under the program namely:

1. Walk-in clients composed of loose groups of OCWs seeking assistance;
2. Existing OCW groups registered with the Cooperatives Development Authority (CDA) or Securities Exchange Commission (SEC);
3. OCW groups organized thru the Social Reintegration Programs (SRP).

For client types # 1 & 3, the entry point for organizing shall be socio-cultural factors and not economic considerations. Although the CO may opt to immediately venture into socio-economic endeavor this should not be used to encourage membership to organization. The CDO assigned shall ascertain compliance of the provision. In cases, wherein a group of OCW requested for assistance using socio-economic activities as entry point; the CO shall first implement organizational activities as pre-requisite to qualify for Impact Project Financing.

A participatory action research shall be conducted to identify the pressing needs of the OCWs which will then be validated through group discussions. The output of this activity are the following: organizational profile, community profile, and the organizational development plan. Incorporated therein are the various activities that the group may wish to venture to answer their felt needs.