

**[ DSWD ORDER NO. 18, S. 1997, June 03, 1997 ]**

**GUIDELINES ON THE CONSTRUCTION OF DAY CARE CENTERS  
UNDER THE COMPREHENSIVE AND INTEGRATED DELIVERY OF  
SOCIAL SERVICES PROJECT**

The following guidelines are hereby formulated on the construction of day care center under CIDSS Funds:

**I. RATIONALE**

The need for a day care center consistently surface among the top ten unmet minimum basic needs (MBNs). Consequently, it is considered as a critical service for disadvantaged families, specifically, for children, considering that the kind and quality of care given to a child during the first six years of life determine what he will be as youth and as an adult. Many parents, however, are not able to provide their children with the proper care and home environment which lead the children invariably suffer from neglect and become socially disadvantaged.

Thus, the need for day care center under CIDSS.

**II. OBJECTIVES**

The establishment of day care center in CIDSS areas aims to assist the working mothers by providing opportunities for their children under five years old in the development of their physical, intellectual, socio-emotional, spiritual and language development. Further, this service allows the parents to concentrate on their work with the assurance that their children are taken cared of in the day care center.

**III. AREA SELECTION**

The following should be considered in selecting areas for Day Care Construction:

1. Priority shall be given to targeted CIDSS barangays where MBN results indicate a need for a day care center and/or the clustering of target DCC clients require additional DCC structure.
2. Target areas should have a lot owned by the barangay, municipality or province or with a provision for tenure of at least 10 years.
3. The area where the center is to be constructed should be accessible to target beneficiaries, not located near a primary road or within a safe distance from major highways and thoroughfares, should be away from dangerous and unsanitary places, and preferably near the rural health center. It must also have open spaces with trees where the children can have outdoor activities.

**IV. PROJECT DESCRIPTION**

The day care center construction is a response to address prevalence of temporarily neglected, abused and exploited children in the form of day care service which provides supplemental parental care to promote the physical, intellectual and social well-being of 0 to 5 years old child, during part of the day when the parents cannot attend to the child's needs.

The project implementation will be facilitated by a trained worker, Day Care Parents Committee, in cooperation with the local government units (LGUs), and other non-government agencies in the locality.

#### **IV. PROPONENT AND IMPLEMENTING BODY**

The construction of day care center is primarily the function of the Barangay Council for the Protection of Children from which a Day Care Parents Committee shall be organized as a subcommittee to plan for and manage the implementation of the project. This committee shall be composed of parents of target beneficiaries, a representative of the barangay council and a representative from an NGO if applicable.

The Committee shall be responsible for the following:

A. Preparation of the project proposal with the Parents Committee as proponent. The project proposal shall contain the following:

1. Rationale/Justification
2. Proposed site/location and Deed of Donation and/or MOA
3. Description to include:
  - \* Objective/purpose
  - \* Manpower: who will undertake the construction
  - \* Procurement, management and control of construction materials
  - \* Safe-keeping, maintenance and inventory of materials
4. Program of Work
5. Detailed Estimates

B. Creation of different Sub-Committees to be responsible for specific tasks including, the manpower, labor contribution of the community for the construction.

C. Negotiation with the Local Government for the required LGU counterpart if appropriate.

#### **V. BUILDING DESIGN**

Construction of the center shall follow the standards and floor plan developed by the Bureau of Child and Youth Welfare which is appended hereto. The building should be structurally safe which can withstand strong winds/typhoons and can protect the children and the equipment and facilities from the heat of the sun and the rain.

#### **VI. INSTITUTIONAL ARRANGEMENT**

The Memorandum of Agreement (MOA) between the Municipal Government and the DSWD shall include the responsibilities of the Municipal Government, the Parents Committee, the Barangay Council and the DSWD. The following shall be considered in the preparation of MOA.