

**[DSWD DEPARTMENT ORDER NO. 26, S. 1997,
September 18, 1997]**

**POLICIES/GUIDELINES ON THE DEVOLUTION OF DSWD
CENTERS/INSTITUTIONS AND PROGRAMS**

RATIONALE

Republic Act No. 7160, otherwise known as the Local Government Code of 1991, transfers the responsibility for the delivery of basic services and the related facilities from the National Agencies concerned to the Local Government Units. It also promotes the establishment and operation of Peoples' Organizations (POs) and Non-Governmental Organizations (NGOs) to become partners in the pursuit of local autonomy through joint ventures and other cooperative arrangements in the delivery of basic services to enhance the economic and social well-being of the people.

Section 17 of the Local Government Code of 1991 states that the basic services and facilities being devolved by the National Agencies, in this case the DSWD, are programs/services on the welfare and development of the child and youth, family and community, women, the elderly and disabled persons, community based rehabilitation programs for mendicants/street children, juvenile delinquents, strandeers, abandoned and neglected children/ elderly/persons with disabilities (PWDs); livelihood and other pro-poor projects; nutrition services; and family planning services.

This will be accompanied by the turn-over of personnel, centers, records, equipment, assets and facilities to ensure the continuity of the delivery of the devolved basic services. The LGU shall acknowledge receipt of transfer and responsibilities appurtenant thereto, of personnel, assets and liabilities including pertinent records and equipment.

In accordance with RA 7160, the devolution on the delivery of the basic services from DSWD to the Local Governments concerned began on 1992. After five (5) years, the Department's efforts are now focused towards enabling the LGUs and turning-over to them centers/institutions within their jurisdiction, in terms of clients, programs/services, resources and manpower requirements, according to their absorptive capacities.

IMPLEMENTING GUIDELINES

To ensure smooth devolution of the DSWD centers/institutions to the LGUs/NGOs, DSWD shall be guided by the following processes:

1. *Pre-implementation*

1.1 Assessment Evaluation and Social Preparation

1.1.1. *Evaluation Committee.* The Regional Field Offices shall organize an Evaluation Committee composed of five (5) members consisting of: two (2) from DSWD, two (2) from the LGU and one (1) from the NGO, with the Regional Director as the Chairperson.

1.1.2. The DSWD Evaluation Committee shall meet with the Municipal/City Mayor/Governor and Sangguniang Bayan/Panglungsod officials and other significant officials of the LGUs and/or officers/representatives of the NGOs, and propose the devolution of the center's/institution's facility/program, presenting the objectives including assessment reports of the program undertaken in the centers/institutions for each participant;

1.1.3. *Planning.* The Regional Evaluation and Assessment Committee will hold consultative sessions to further discuss the assessment report and agree on a plan for the phases of devolution.

1.1.4. Draft a Memorandum of Agreement (MOA) spelling out the expectations and responsibilities of the contracting parties, time table/phasing of transfer and other requirements.

1.2. *Procedures*

A. The concerned Field Office shall organize and analyze data gathered from audit monitoring, or evaluation reports conducted by the DSWD on the status of centers/institutions in terms of meeting the set standards and the capability of the LGUs/NGOs to assume the responsibility of assuming the operation of the centers/institution.

B. The region shall submit its recommendations to the Central Office on the readiness of the LGUs/NGOs to assume responsibility over the operation of the centers/institutions on the following levels of devolution:

Level 1 — Can assume the "Full Take Over" of the operations;

Level 2 — Can only share part of the expenses, e.g., manpower, supplies and materials, transportation/subsistence allowance, etc., as the case may be, but with DSWD still maintaining management of the center IDAaCc

Level 3 — Can undertake the management of the center but needs fund augmentation from DSWD.

C. The Central Office thru the Bureau concerned shall assess and validate the recommendations of the Regional Office. A report would then be made regarding Central Office Management's final decision.