



OFFICE OF THE SANGGUNIANG BAYAN

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF SIAYAN,
ZAMBOANGA DEL NORTE HELD AT THE MUNICIPAL SESSION HALL ON THE 24TH DAY OF JULY 2023.**

PRESENT:

Hon. Josecor S. Gepolongca, Presiding Officer	Municipal Vice Mayor
Hon. Raul P. Dominise, Presiding Officer Pro-Tempore	Sangguniang Bayan Member
Hon. Daisy A. Limbang, Majority Floor Leader	-do-
Hon. Wilfredo A. Siasico, Asst. Majority Floor Leader	-do-
Hon. Roel J. Fabiran,	-do-
Hon. Wencito B. Intoy,	-do-
Hon. Billynel C. Catig,	-do-
Hon. Estrella S. Zapatos, Minority Floor Leader	-do-
Hon. Maribel C. Okay, LIGA President	-do-
Hon. Phil A. Saraga, SK Fed. President	-do-

ABSENT:

Hon. Rey L. Anugon	-do-
Hon. Johnny C. Anugon, Sr. IPMR	-do-

**"RESOLUTION NO. 191
Series of 2023**

RESOLUTION AUTHORIZING THE LOCAL GOVERNMENT UNIT OF SIAYAN, ZAMBOANGA DEL NORTE, REPRESENTED BY THE HON. MUNICIPAL MAYOR ALBERTO J. BONGCAWEL TO ENTER INTO AND SIGN A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD) REPRESENTED BY ITS REGIONAL DIRECTOR RIDUAN P. HAJIMUDDIN, CESO IV FOR THE IMPLEMENTATION OF STRATEGIC HELPDESKS FOR INFORMATION EDUCATION, LIVELIHOOD AND OTHER DEVELOPMENT INTERVENTIONS (SHIELD) AGAINST CHILD LABOR TO ENSURE PROTECTION OPTIMUM PARTICIPATION, GROWTH AND DEVELOPMENT OF CHILD LABORERS AND THEIR FAMILIES IN THIS MUNICIPALITY.

WHEREAS, the covenant, duties and functions of both parties are stipulated in the Memorandum of Agreement;

WHEREFORE, premised of the foregoing consideration, and on motion of Hon. Daisy A. Limbang, duly seconded by Hon. Wencito B. Intoy, Hon. Raul P. Dominise and Hon. Roel J. Pabiran, it was

RESOLVED, as this body hereby resolved by **AUTHORIZING THE LOCAL GOVERNMENT UNIT OF SIAYAN, ZAMBOANGA DEL NORTE, REPRESENTED BY THE HON. MUNICIPAL MAYOR ALBERTO J. BONGCAWEL TO ENTER INTO AND SIGN A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD) REPRESENTED BY ITS REGIONAL DIRECTOR RIDUAN P. HAJIMUDDIN, CESO IV FOR THE IMPLEMENTATION OF STRATEGIC HELPDESKS FOR INFORMATION EDUCATION, LIVELIHOOD AND OTHER DEVELOPMENT INTERVENTIONS (SHIELD) AGAINST CHILD LABOR TO ENSURE PROTECTION OPTIMUM PARTICIPATION, GROWTH AND DEVELOPMENT OF CHILD LABORERS AND THEIR FAMILIES IN THIS MUNICIPALITY.**


RESOLVED FINALLY, to furnish copies of this resolution to all offices concerned for information and appropriate action.

Carried unanimously"

I HEREBY CERTIFY to the correctness of the foregoing Resolution.


WILFREDO G. DOMPALES
Sangguniang Bayan Secretary

**CERTIFIED CORRECT
AS TO ITS PASSAGE:**


ATTY. JOSECOR S. GEPOLONGCA
Municipal Vice Mayor
(Presiding Officer)

JUL 26 2023

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This is a **Memorandum of Agreement (MOA)** made and executed this ____ day of _____, in _____ by and between:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT- FIELD OFFICE IX**, with office located at General Vicente Alvarez Street, Zamboanga City, Zamboanga Del Sur, duly represented in this agreement by its **REGIONAL DIRECTOR, RIDUAN P. HADJIMUDDIN, CESO IV**, hereinafter referred to as the **"FIRST PARTY"**;

-and-

The **LOCAL GOVERNMENT OF SIAYAN, ZAMBOANGA DEL NORTE** a local government unit with office located at _____, duly represented in this agreement by its **MUNICIPAL MAYOR, HON. ALBERTO J. BONGCAWEL**, hereinafter referred to as the **"SECOND PARTY"**

Each as **"Party"**, and collectively as the **"Parties."**

WITNESSETH

WHEREAS, the **PARTIES** are fully cognizant of the need to collaborate and forge partnership between and among national government agency and local government unit to address the plight of the child laborers, particularly those in the worst forms and in the blanket ban, through holistic, multi-layered and inter-disciplinary approaches;

WHEREAS, the **DSWD Administrative Order No. 14**, Series of 2018 entitled "Omnibus Guidelines on Social Technology Development", mandates the **DSWD Social Technology Bureau**, to formulate social welfare and development models of interventions and enhance existing programs and services to address emerging social issues;

WHEREAS, the **DSWD STB – CO** with the assistance of the identified Field Offices had developed, pilot tested and evaluated a model of intervention entitled, "Strategic Helpdesks for Information, Education, Livelihood and other Developmental Interventions (SHIELD) against Child Labor" to respond to the needs of the child laborers and their families;

WHEREAS, the **DSWD** recognizes the role of other government agencies and nongovernment organization in ensuring the success of the implementation of the program, particularly through exchange of vital information, technical assistance, and provision of support services to child laborers and their families;

MEMORANDUM OF AGREEMENT

WHEREAS, the Second Party, agreed to replicate the Strategic Helpdesks for Information, Education, Livelihood and other Developmental Interventions (SHIELD) against Child Labor to ensure protection, optimum participation, growth and development of child laborers and their families.

WHEREAS, the First Party provides capability building activities, technical assistance and other activities related to the implementation of the project.

WHEREAS, in line therewith, the PARTIES have agreed to execute this Memorandum of Agreement (MOA) that will embody the terms and conditions governing their relationships as set forth below.

NOW, THEREFORE, for and in consideration of the foregoing premises hereunder enumerated, the Parties to the agreement hereby agree that:

SECTION 1: GENERAL PRINCIPLES

1. This MOA defines the roles and responsibilities of the DSWD Field Office IX and the replicating LGU in implementing the SHIELD against Child Labor project.
2. The Parties shall at all times take all necessary action to cooperate with each other, perform their respective duties and assume their respective responsibilities in order to sustain the implementation of the project.
3. The Parties shall carry out properly all mechanisms, systems and activities in place and ensure adequate resources and technical support which are required in the institutionalization of the project.

SECTION 2: ROLES AND RESPONSIBILITIES OF THE PARTIES

Section 2.1 the DSWD-Field Office IX shall:

1. Monitor the project implementation in the region and in the replicating LGU;
2. Conduct consultation, orientation, environmental scanning and resource profiling in target LGUs in coordination with DSWD Program Management Bureau (PMB) and LGU in the area;
3. Participate in the community preparation such as the validation of qualified beneficiaries/families/communities, in coordination with LGU partners;
4. Coordinate and attend the capability building and other critical activities for project implementers;
5. Regularly monitor the implementation including the profiling of child laborers, delivery of services, advocacy, capacity building and other critical activities; and submit monitoring reports to the DSWD PMB on a quarterly basis or as needed;

MEMORANDUM OF AGREEMENT

6. Organize and convene the regional Local Technical Working Group/ Multi-Disciplinary Team (MDT) for technical support, monitoring progress and updates of the project, and ensure immediate and effective delivery of services to identified child laborers and their families;
7. Assist the LGU in organizing and convening the local multi-disciplinary team (MDT);
8. Assist in the provision of technical assistance to partner LGU relative to the implementation of the project;
9. Ensure the signing of the Non-Disclosure Agreement (NDA) by the LGU for access to the Child Labor Local Registry (CLLR) System;
10. Consolidate LGUs' accomplishment reports and CLLR data for submission to the DSWD PMB;
11. Lobby and recommend the approval of the municipal Annual Investment Plan which include fund for SHIELD against Child Labor project;
12. Participate in the conduct of project review and evaluation, as well as assist in the preparation of project documentation;
13. Document good practices identified during the project implementation;
14. Submit quarterly report to DSWD PMB on the implementation of the project;
15. Conduct advocacy activities to elicit support and awareness of the community to respond/support the project implementation.
16. *Extend financial assistance amounting to P 500.00/ month x 10 months to 20 Child Laborers identified and endorsed by DOLE Field Offices.*

Section 2.2 the LGU shall:

1. Designate a permanent Focal Person for the implementation of SHIELD against Child Labor Project;
2. Sign the Non-Disclosure Agreement for the use of the Child Labor Local Registry (CLLR) System;
3. Adopt, establish and maintain the CLLR System;
4. Provide for a designated workstation/ desktop computer/ laptop for the installation of the CLLR System offline version and ensure the presence of anti-virus and anti-malware applications in the said equipment;
5. Ensure the confidentiality of all documents pertaining to the cases of validated child laborers and store these in locked filing cabinets;

MEMORANDUM OF AGREEMENT

6. Organize a multi-disciplinary team to ensure immediate and effective delivery of services to identified child laborers and their families;
7. Ensure the establishment of helpdesks for child laborers and their families based on the approved project design;
8. Ensure immediate provision of services to child laborers in coordination with the multidisciplinary team;
9. Allocate/provide funds to provide the necessary services to identified beneficiaries, through the C/MSWDO as included in the Annual Investment Plan (AIP);
10. Ensure that the child laborers and their families identified are those who are most in need of the service and provide other support services such as counseling, medical, crisis intervention, educational assistance, among others;
11. Submit quarterly report and annual report to DSWD Field Office for onward submission to DSWD PMB;
12. Organize the community to support the project implementation of SHIELD against Child Labor by complementing their resources;
13. Coordinate with employers (including financiers, landowners, contractors, among others) to ensure successful implementation of the project;
14. Ensure active participation of the barangay officials, particularly the Barangay Council for the Protection of Children, and community volunteers in the operationalization of the Child Labor Local Registry (CLLR) and Help Desks for Child Laborers;

SECTION 3. EFFECTIVITY AND AMENDMENTS TO THIS AGREEMENT

Exception to or matters not covered in this agreement shall be subjected to supplementary memorandum of agreement among parties concerned in consultation with representatives of agencies involved in the foregoing of this document.

This Memorandum of Agreement shall take effect immediately upon signing of the document and shall remain in force until the project is terminated.

MEMORANDUM OF AGREEMENT

IN WITNESS WHEREOF, the Parties through their respective representatives have hereto set their hands on the date and at the place first above written.

REPUBLIC OF THE PHILIPPINES

RIDUAN P. HADJIMUDDIN, CESO IV
Regional Director
DSWD Field Office IX

HON. ALBERTO J. BONGCAWEL
Local Chief Executive
Local Government of Siayan
Zamboanga del Norte

BEFORE ME, a Notary Public for the Philippines, personally appeared the following:

NAME	Witnesses:	ID. No.	Date/Place Issued
RIDUAN P. HADJIMUDDIN			
HON. ALBERTO J. BONGCAWEL			
<u>DIR. SALMA BASHER, CScN, CESE</u> Assistant Regional Director for Operations DSWD Field Office IX			
<u>MR. JOSE EDISON A ADAZA, RSW</u> City Social Welfare and Development Officer Local Government of Siayan			

known to me to be the named persons who executed the foregoing instrument and acknowledged to me that the same is their own free will and voluntary act and deed.

This instrument consists of _____ pages including this page wherein this Acknowledgement is written, and is signed the parties and their instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL, this _____ day of _____, 2022 at _____, Philippines.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of 2021

MEMORANDUM OF AGREEMENT

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES

(_____) S.S.

BEFORE ME, a Notary Public for and in the above jurisdiction, personally appeared the following;

NAME	ID. No.	Date/Place Issued
RIDUAN P. HADJIMUDDIN		
HON. ALBERTO J. BONGCAWEL		

known to me to be the named persons who executed the foregoing instrument and acknowledged to me that the same is their own free will and voluntary act and deed.

This instrument consists of _____ (_____) pages including this page wherein this Acknowledgement is written, and is signed the parties and their instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL, this _____ day of _____ 2022 at _____, Philippines.

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Doc. No. ____
Page No. ____
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Series of 2021