



Republic of the Philippines
Province of Cavite
CITY OF BACOR

Office of the Sangguniang Panlungsod



DISTRICT I

HON. CATHERINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

DISTRICT II

HON. ROBERTO L. ADVINCULA
City Councilor

HON. REYNALDO D. PALABRICA
City Councilor

HON. REYNALDO M. FABIAN
City Councilor

HON. ROGELIO M. NOLASCO
City Councilor

HON. ALDE JOSELITO F. PAGULAYAN
City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice-President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:
ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. REYNALDO D. PALABRICA
City Councilor/Acting Presiding Officer

Noted by:
HON. ROWENA BAUTISTA MENDIOLA
Acting City Mayor

**CITY RESOLUTION NO. CR 2024-534
SERIES OF 2024**

A RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA, TO SIGN A MEMORANDUM OF AGREEMENT WITH THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT – (CALABARZON) ON BEHALF OF THE CITY GOVERNMENT OF BACOR REGARDING THE IMPLEMENTATION OF THE 14TH CYCLE SUPPLEMENTARY FEEDING PROGRAM.

Sponsored by:
Hon. Adrielito G. Gawaran

Co-Sponsored by:
Hon. Roberto L. Advincula, Hon. Palm Angel S. Buncio, Hon. Simplicio G. Dominguez, Hon. Catherine Sarino-Evaristo, Hon. Reynaldo M. Fabian, Hon. Randy C. Francisco, Hon. Alejandro F. Gutierrez, Hon. Rogelio M. Nolasco, Hon. Alde Joselito F. Pagulayan, Hon. Michael E. Solis and Hon. Levy M. Tela.

WHEREAS, on 24 June 2024, the Office of the City Mayor requested the Sangguniang Panlungsod to pass a resolution authorizing the Hon. Strike B. Revilla to sign and enter into a Memorandum of Agreement with the Department of Social Welfare and Development (DSWD) CALABARZON.

WHEREAS, the agreement aims to include the City Government of Bacoor in the implementation of the 14th Cycle Supplementary Feeding Program (SFP) fund allocation of Department of Social Welfare and Development Field Office-Region IVA.

WHEREAS, under the proposed agreement, children 2-5 years old enrolled in the Child Development Center (CDCs) will benefit from 120 feeding days or if needed to conduct twice-a-day or thrice-a-day feeding program implementation.

WHEREAS, a copy of the draft Memorandum of Agreement (MOA) was sent to the Sangguniang Panlungsod for its review and consideration. The proposed MOA is incorporated hereto and will be made an integral part of this Resolution.

WHEREAS, the Sangguniang Panlungsod deliberated on the said request and found it beneficial to the city government and the children.



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HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. REYNALDO D. PALABRICA
City Councilor/Acting Presiding Officer

Noted by:

HON. ROWENA BAUTISTA MENDIOLA
Acting City Mayor

NOW THEREFORE, upon the motion of Hon. Adrielito G. Gawaran, unanimously seconded by the Body, **BE IT RESOLVED AS IT IS HEREBY RESOLVED**, by the 5th Sangguniang Panlungsod in regular session assembled to authorize the City Mayor, Hon. Strike B. Revilla, to sign a Memorandum of Agreement with the Department of Social Welfare and Development (DSWD) CALABARZON on behalf of the City Government of Bacoor regarding the implementation of the 14th Cycle Supplementary Feeding Program.

RESOLVED LASTLY, to furnish the Office of the City Mayor, DSWD-CALABARZON, the University of the Philippines-Office of the National Administrative Register (UP-ONAR) and other government agencies concerned with copies of this resolution.

APPROVED this 8th day of July 2024 at the City of Bacoor, Cavite by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite.

I hereby certify that the foregoing resolution was passed by the Sangguniang Panlungsod of Bacoor, Cavite on the 8th day of July 2024.

Certified by:

[Signature]
HON. REYNALDO D. PALABRICA
Acting Presiding Officer

Attested by:

[Signature]
ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Noted by:

[Signature]
HON. ROWENA BAUTISTA-MENDIOLA
Acting City Mayor

MEMORANDUM OF AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

This Memorandum of Agreement made and entered into this _____ day of _____ 2024 at _____, between and among:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD)**, a national government agency created pursuant to Republic Act No. 5416, through its **FIELD OFFICE IV-A**, with the office address at Alabang-Zapote Rd., Alabang, Muntinlupa City, Philippines 1770, and represented by its **REGIONAL DIRECTOR, BARRY R. CHUA, MD** (hereinafter referred to as the "DSWD");

and

The **LOCAL GOVERNMENT UNIT OF _____** with address at _____ herein represented by its **LOCAL CHIEF EXECUTIVE, <NAME>**, (hereinafter referred to as the "LGU");

WITNESSETH

WHEREAS, the Supplementary Feeding Program (SFP) is the provision of food in addition to the regular meals to target children ages 2-5 years old enrolled in the Child Development Center (CDCs) and Supervised Neighborhood Play (SNPs) as part of the DSWD's contribution to the early childhood care and development (ECCD) program of the government;

WHEREAS, the Department of Education (DepEd) and the Department of Social Welfare and Development (DSWD), in consultation with other National Government Agencies (NGAs), Local Government Units (LGUs), Non-Government Organizations (NGOs), and development partners, are mandated by Republic Act (RA) No. 11037 also known as "Masustansyang Pagkain Para sa Batang Pilipino", to promulgate their respective rules and regulations for the efficient and effective implementation of the National Feeding Program for Public Day Care Centers (PDCCs) or CDCs, public kindergarten and elementary schools, pursuant to Section 4 of the said law to address undernutrition among Filipino children;

WHEREAS, under the Section 4(a) of RA No. 11037, the DSWD, in coordination with the LGUs, has been tasked to implement a SFP for undernourished children with ages three (3) to five (5) years which shall include the provision of at least one (1) fortified meal for a period of not less than one hundred twenty (120) days in a year;

WHEREAS, the above mentioned law also mandates DSWD in coordination with the Department of Agriculture (DA), the National Dairy Authority (NDA), the Philippine Carabao Center (PCC) and the Cooperative Development Authority (CDA) for the

BARRY R. CHUA, M.D.
Regional Director

JOSEFINA R. OLIVA
Regional Accountant

ELOISA L. ROGADO
Division Chief, Protective Services Division

<NAME OF LCE>
City/Municipal Mayor

<NAME OF ACCOUNTANT>
City/Municipal Accountant

<NAME OF C/MSWDO>

BARRY R. CHUA, M.D.
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Division Chief, Protective Services Division

<NAME OF LCE>
City/Municipal Mayor

<NAME OF ACCOUNTANT>
City/Municipal Accountant

<NAME OF C/MSWDO>
City/Municipal Social Welfare and Development Officer

incorporation of fresh milk and fresh-milk based food products in the hot meals provide to children CDCs and SNP groups.

WHEREAS, the General Appropriation Act of 2022 stated that the target outcome indicator of SFP is 80% of malnourished children in CDCs and SNPs with improved nutritional status;

WHEREAS, given the limitation in the purchasing power of most families due to pandemic and inflation of food commodities, SFP implementation shall assist in addressing the issue of hunger and food security among Filipino children and prevent regression of the current nutritional status of the beneficiaries;

WHEREAS, Section 11 of RA No. 11321 otherwise known as the "Sagip Saka Act" states that the National and Local Government Agencies shall directly purchase agricultural and fishery products from farmers and fisher folk cooperatives and enterprises provided that the said agricultural and fishery products are necessary in the performance of their respective mandates. The procurement by the national and local government agencies shall be exempt from the application of the bidding process prescribed under relevant government procurement laws provided that said agencies shall undergo a negotiated procurement under the applicable guidelines of the Government Procurement Policy Board;

WHEREAS, the DSWD adopted alternative modes of implementation such as distribution of dry rations, nutripacks, and nutribun with fresh milk to address issues on the continuous delivery of services despite the shift of the ECCD sessions from face to face to virtual learning;

WHEREAS, LGUs, as partners of the DSWD in the expeditious delivery of the social amelioration program, shall also assist in the implementation of SFP;

WHEREAS, by virtue of Sangguniang Resolution No.____, the LGU agrees to enter into a Memorandum of Agreement (MOA) with the DSWD for the implementation of the SFP, and further authorizes the LCE to represent the LGU and sign the MOA herein;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties agree to undertake the program under the following terms and conditions:

I. ROLES AND RESPONSIBILITIES:

1. DSWD shall:

- a. Manage and coordinate/supervise the regional implementation of the SFP. Designate a Focal Person for the Supplementary Feeding Program and Milk Feeding Program to provide guidance and technical assistance to the Local Social Welfare & Development Officers, CDC/SNP workers, Day Care Workers Federation (DCW) and Day Care Service Parent Group (DCSPG) in the implementation of the Program;
- b. Subject to availability of fund, inform the LGU of the conduct of the 120 feeding days or, if needed, to conduct twice-a-day or thrice-a-day feeding implementation;

- c. Provide Certificate of Availability of Funds (CAF) to LGU once SFP fund to be downloaded is obligated.
- d. Release funds to the Province/City/ Municipal LGU based on the approved number of beneficiaries by the Field Office and pertinent provision of Commission on Audit (COA) Circulars 94-013 dated December 13, 1994, COA Circular No. 2016-002 dated May 31, 2016 and 2017-002 dated October 25, 2017.;
- e. Closely monitor the fund management, utilization, program implementation and respond to operational concerns of the LGUs/DCWF/DCSPG/SNP Parents Group/CDC/DCW/SNP Workers;
- f. Consolidate LGU report and submit monthly physical accomplishment and financial report on the utilization of funds to Central Office-Program Management Bureau.
- g. Conduct a regional evaluation at the end of the implementation period of each cycle; and
- h. Identify LGUs to implement MFP based on the Memorandum Circular 29 series of 2020 or the "Guidelines in the Implementation of the Milk Feeding Program along with Supplementary Feeding Program" and latest Nutritional Status Impact Report.

2. LGU shall:

- a. Update database of children beneficiaries of the program and submit encoded masterlist of beneficiaries to the DSWD utilizing the ECCD-IS;
- b. **Submit a project proposal and signed masterlist of beneficiaries as the basis for funding allocation for the applicable school years and the 120 feeding days feeding provision for the identified beneficiaries, if necessary. The LGU shall include in the project proposal the mode of implementation they will use based on the SFP implementing guidelines;**
- c. Designate the Provincial/City/Municipal Social Welfare Development Officer (P/C/MSWDO) as Focal Person for the feeding with the task of providing guidance, technical assistance and support to the DCWF/DCSPG in coordination with the Province/City/Municipal Nutrition Action Officer (P/C/MNAO) and include in Local Nutrition Committee (LNC) meetings SF concerns;
- d. As the Focal Person, the P/C/MSWDO shall be responsible in providing administrative and technical assistance in the operationalization of the SFP and in overseeing the organization of Parents Committee in each CDCs/SNPS or in the assigned barangay;
- e. Utilize CAF issued by the FO to fasttrack the procurement process and avoid delay in the program implementation.
- f. Claim cheque within fourteen (14) working days for Geographically Isolated and Disadvantaged Areas (GIDAs) and seven (7) working days for other LGUs.
- g. Issue Official Receipt to DSWD Field Office IV-A as acknowledgement of the fund transfer;
- h. The P/C/MSWDO shall ensure that funds intended for the DCWF/DCSPG and/or parents/guardians shall be solely for the latter's feeding operation.

BARRY R. CHUA, M.D.
Regional Director

JOSEFINA R. OLIVA
Regional Accountant

ELOISA L. ROGADO
Division Chief, Protective Services Division

- i. Comply with the set deadline in the submission of all the required documents as basis for funding allocation;
- j. Maintain a separate subsidiary record for each account;
- k. Purchase goods in accordance with the existing laws, such as but not limited to RA No. 9184, and resolutions, such as but not limited to the Government Procurement Policy Board Resolution No. 28-2021, as well as other applicable budgeting, accounting and auditing rules and regulations;
- l. Tap the City/Municipal Nutrition Committee to assist in monitoring and providing technical assistance to the implementers of the Program monthly. The City/Municipal Health Office may also assist in providing Vitamin A Supplementation of the DOH and deworming to the target beneficiaries (children 2-5 years old);
- m. If deemed necessary, provide augmentation in the implementation of the feeding program at the city/municipal and barangay level through cash or in kind if they catered beyond the target number of beneficiaries and other SF-related activities, as mandated by Section 7, of RA No. 11037;
- n. To submit monthly Report of Checks Issued and Report of Disbursements within 10 days after the end of each month and submit full liquidation thirty (30) days after the completion of the program, the report shall be certified by the accountant and approved by the Head of Province/City/Municipal LGU in accordance with the Commission on Audit (COA) Circulars 94-013 dated December 13, 1994, COA Circular No. 2016-002 dated May 31, 2016 and 2017-002 dated October 25, 2017;
- o. The LGU shall return all the excess funds to DSWD upon the completion of the project and within thirty (30) days after the completion of the program;
- p. Consolidate and submit a monthly physical and financial accomplishment report on SFP implementation to DSWD for consolidation, copy furnished the Provincial Office;
- q. Book of accounts maintained shall be opened for inspection of any authorized representative of the DSWD and or the auditor in charge in accordance with existing COA regulations; and
- r. During the COVID-19 pandemic, provide basic Personal Protective Equipment (PPE), such as but not limited to, masks and gloves to the CDW/SNP Workers/Volunteers, before the distribution of food items to the beneficiaries.
- s. Implement MFP if identified based on the approved Masterlist consisting of undernourished children aged 3-5 years exclusive of breastfeeding children.

II. ACCOUNTABILITY

This agreement shall be observed and complied with by the **PARTIES** upon receipt of the fund transferred to the LGU, and shall be implemented for 120 feeding days within the applicable school year, and in accordance with the terms and conditions stipulated herein including the conduct of the twice or thrice a day feeding, if applicable. Failure on the part of any party to comply with the provisions of this Agreement will warrant its discontinuance without prejudice to the filing of appropriate administrative and/or criminal actions against responsible officers and employees of the erring party.

<NAME OF LCE>

City/Municipal Mayor

<NAME OF ACCOUNTANT>

City/Municipal Accountant

<NAME OF C/MSWDO>

City/Municipal Social Welfare and Development Officer

Any dispute, controversy or claim arising out of or relating to this MOA shall be settled amicably between the parties. In the event that the dispute remains unresolved the Parties shall submit the issue for arbitration and adjudication in accordance with the law.

III. AMENDMENTS

The MOA may be amended or revoked only upon mutual agreement of both parties, provided that all amendments shall be covered by Supplemental Agreement signed by both Parties, which shall be deemed incorporated as integral parts of this MOA.

IV. EFFECTIVITY

This MOA shall take effect upon signing of the **PARTIES** and shall remain valid and existing until the end of the applicable school years, providing it shall not to exceed the Extended Payment Period, as stated further under the applicable GAA General Provisions, unless otherwise revoked or terminated by either one of the parties.

In witness whereof, the parties hereby affix their signature this _____ day of _____, 2024.

**DEPARTMENT OF SOCIAL
WELFARE AND DEVELOPMENT**

LOCAL GOVERNMENT UNIT OF

BARRY R. CHUA, M.D.

Regional Director
DSWD Field Office IV-A

<NAME>

City/Municipal Mayor

SIGNED IN THE PRESENCE OF:

JOSEFINA R. OLIVA

Regional Accountant

<NAME>

City/Municipal Accountant

ELOISA L. ROGADO

Division Chief,
Protective Services Division

<NAME>

C/MSWDO Department Head

ACKNOWLEDGEMENT

Republic of the Philippines)
Province/Municipality of _____)

NAME	GOVT ID #	DATE / PLACE ISSUED
BARRY R. CHUA, M.D.	N27-00-000978	IBINGAY, MASBATE CITY, MASBATE
<NAME OF LCE>		

Before me, this _____ day of _____, 2024, personally appeared:

Who executed the foregoing Memorandum of Agreement consisting of six (6) pages signed on all pages, including this page on which this acknowledgement is written and acknowledged the same to be their own free and voluntary act and deed.

WITNESS MY HAND AND SEAL on the date place first above-written, this _____ day of _____, 2024 at _____, Philippines.

Notary Public

Doc. No. _____

Page No. _____

Book No. _____

Series No. _____