



Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR
TANDAG CITY

Office of the Governor

RELEASED
PGO-SURIGAO DEL SU.

SIGNATURE OVER PRINTED NAME
CONTROL NO: DATE: 1-15-26 TIME: 9:50 AM

January 15, 2026

HONORABLE SANGGUNIAN PANLALAWIGAN MEMBERS

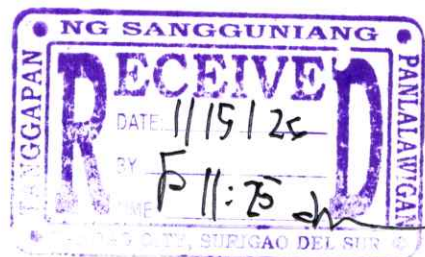
Tanggapan ng Sanggunian Panlalawigan
Tandag City
This Province

UB Refer To: Committee on Laws and Justice and
Human Rights/Disaster Risk Reduction
and Climate Change Adaptation
Noted OK AGA

Thru: **HON. MANUEL O. ALAMEDA, SR.**
Vice Governor

Dear Honorable SP Members,

Greetings of peace and solidarity.



I am writing to respectfully request your **urgent** attention to a matter of significant importance. Enclosed herewith is a Memorandum of Agreement on the implementation of the FY 2026 Risk Resiliency Program (RRP) titled **"Project LAWA at BINHI or Local Adaptation to Water Access and Breaking Insufficiency through Nutritious Harvest for the Impoverished"**, at the municipalities of Barobo, Bayabas, Hinatuan, Lanuza and Lingig, all of this province. The said agreement is to be executed by and between the Office of the Department of Social Welfare and Development (DSWD) through the Regional Director, Mari-flor A. Dollaga-Libang, and the Provincial Government of Surigao del Sur.

In light of the urgency of this matter, I respectfully request your assistance in expediting the necessary resolution authorizing yours truly to sign the Memorandum of Agreement on behalf of the Provincial Government of Surigao del Sur. The project has a significant impact on our community and necessitates swift action to ensure its timely implementation.

Your prompt attention to this request is greatly appreciated. Please find the attached draft Memorandum of Agreement for your reference.

Thank you for your attention and cooperation.



PROVINCE OF SURIGAO DEL SUR

Office of the Secretary to the
Sangguniang Panlalawigan

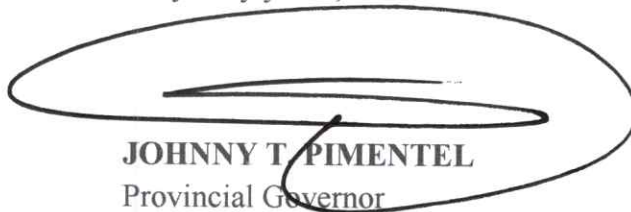
Tel. No.: 086-2115832
Email: ossp@surigaodelsur.gov.ph

Date: _____

Time: _____

Received by: _____

Very truly yours,


JOHNNY T. PIMENTEL
Provincial Governor

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **Memorandum of Agreement** is made and entered into by and between the following parties:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE CARAGA**, a national agency of the Republic of the Philippines, with its principal address at Batasan Pambansa Complex, Diliman, Quezon City, herein represented by **MARI-FLOR A. DOLLAGA-LIBANG**, in her capacity as Regional Director, hereinafter referred to as "**DSWD FO CARAGA**".

AND

The **PROVINCE OF SURIGAO DEL SUR**, a provincial local government unit (LGU) duly organized and existing under the laws of the Republic of the Philippines, with its principal address at Capitol Hills, Telaje, Tandag City, Surigao del Sur, herein represented by **JOHNNY T. PIMENTEL**, Provincial Governor, hereinafter referred to as "**PLGU**".

WITNESSETH:

WHEREAS, the Philippine Development Plan (PDP) 2023-2028 identifies climate change as one of the main challenges to achieving inclusive rapid, and sustainable growth;

WHEREAS, the cross-sectoral nature of climate and disaster response necessitates operational collaboration among government agencies and aims to strengthen convergence across programs. The Climate Change Adaptation, Mitigation, and Disaster Risk Reduction Cabinet Cluster (CCAM-DRR Cluster), a cross-departmental mechanism, serves as a venue and platform for coordination, harmonization, complementation, and synergy among departments and other government instrumentalities in delivering the national vision on climate change adaptation, mitigation, and disaster risk reduction;

WHEREAS, as member of the CCAM-DRR Cabinet Cluster, the Department of Social Welfare and Development (DSWD) is mandated as the lead agency in the government's social protection, climate change and disaster management systems. DSWD aims to improve food security and water sufficiency by supporting and strengthening existing social protection systems, building resilience, mitigating disaster risks, and managing emergency preparedness and response actions in the Philippines through the Risk Resiliency Program Cash-for-Training and Work (RRP-CFTW);

WHEREAS, the RRP-CFTW is a convergence program of the CCAM-DRR Cabinet Cluster that aims to contribute to the attainment of the PDP goal of inclusive growth by minimizing the impacts of disasters on the national economy, the environment and natural resources, and the communities through adaptation, disaster prevention and preparedness, and climate change mitigation;

WHEREAS, Project LAWA at BINHI or Local Adaptation to Water Access and Breaking Insufficiency through Nutritious Harvest for the Impoverished, a project under RRP-CFTW, is a proactive intervention and sustainable solution to combat hunger, alleviate poverty, and decrease the economic vulnerability of the communities by addressing food insecurity and water scarcity exacerbated by climate change and disasters;

WHEREAS, as per Climate Outlook (January – June 2026) of the Department of Science and Technology - Philippine Atmospheric, Geophysical and Astronomical

Services Administration (DOST-PAGASA), has indicated suggest a shift from La Niña-effects to ENSO-neutral conditions, bringing near-normal to above-normal rainfall and warmer-than-average temperatures, especially peaking in April to May, with potential for 2-8 tropical cyclones in the Philippines and regional heatwaves;

WHEREAS, based on the latest forecast from the Department of Science and Technology - Philippine Atmospheric, Geophysical and Astronomical Services Administration (DOST-PAGASA) S&T Media Service, Quezon City last December 4, 2025, La Niña is likely to persist until the first quarter of 2026;

WHEREAS, the projected rainfall conditions for January 2026 indicated that most parts of the country will experience above-normal to near-normal rainfall, except in western portions of Luzon, where below-normal rainfall is most likely to be experienced. By February to May 2026, near-normal rainfall conditions are expected across most parts in Visayas and Mindanao, while below-normal to way below-normal rainfall is likely over Luzon. The probability of above-normal conditions in the next 6 months is high across the country;

WHEREAS, the La Niña condition increases the likelihood of above-normal rainfall conditions, which could lead to adverse impacts such as heavy rainfall, floods, flash floods, and rain-induced landslides in vulnerable areas. These conditions pose significant risks to infrastructure and agriculture, with some crops potentially benefiting from the increased moisture. However, the region's overall vulnerability to extreme weather—including tropical cyclones and heavy rains—is expected to rise, increasing the threats to both the environment and local communities;

WHEREAS, it is forecasted that the weather systems affecting the country from January to June 2026 will include the northeast monsoon, shearline, frontal system, low-pressure areas (LPA), tropical cyclones, localized thunderstorms, easterlies, ridge of high-pressure areas (HPA), and the inter-tropical convergence zone;

WHEREAS, in response to the expected impacts of La Niña and other extreme weather events, and to strengthen social protection, climate change, and disaster management systems, **DSWD FO CARAGA** has expressed its intent to engage its five (5) covered provinces in initiatives aligned with Project LAWA at BINHI. The Provincial Local Government Unit (PLGU) of **SURIGAO DEL SUR** is among the identified recipients of the project;

WHEREAS, during a series of consultation and planning sessions, both parties have agreed on the implementation of RRP-CFTW, focusing on water management, flood resilience, climate-smart agriculture, improving food security and enhancing community adaptive capacities by utilizing the resources of **DSWD FO CARAGA** and **PLGU** to address effects on the poor communities during La Niña, El Niño or any other extreme weather disturbances;

NOW THEREFORE, for and in consideration of the foregoing premises and for mutual consent in the agreement set forth, the parties have agreed to the following commitments:

TERMS AND CONDITIONS

ARTICLE 1 – SCOPE AND COVERAGE

Section 1. Target Areas

- a. Priority areas exposed to the effects of El Niño and La Niña based on the Climate Outlook of DOST-PAGASA with the highest number of poor families based on Listahanan 3;

- b. Provinces and selected Local Government Units (LGUs) implementing RRP-CFTW;
- c. Assessment and recommendations from the local cluster or TWG of the **PLGU** may be considered by **DSWD FO CARAGA** to ensure that the priority target areas are aligned with their Climate Change Mitigation and Adaptation programs; and,
- d. Inclusion of sectoral targets and areas as per directives of the DSWD Secretary.

Section 2. Target Partner-beneficiaries

Partner-beneficiaries are those that reside in the target areas, and shall meet all the following conditions:

Section 2.1. Eligibility Criteria

- a. Priority will be given to the families classified as poor under the DSWD Household Targeting System for Poverty Reduction (NHTS-PR) or Listahanan, whose member is part of the following sectors:
 - a.1. **Poor Farmers** - a person whose livelihood is the cultivation or the production of agricultural crops and/or livestock/poultry, either by himself/herself with the assistance of his/her immediate farm household, whether the land is owned by him/her, or by another person under a leasehold or share tenancy agreement or arrangement with the owner thereof, and whether for sale for home consumption. This also includes, a person who renders service for value as an employee or laborer (farm workers or kasama') in an agricultural enterprise or farm, regardless of whether his/her compensation is paid on a daily, weekly, monthly or "pakyaw or quota" basis and includes regular and seasonal farm workers;
 - a.2. **Poor Fisherfolks** - people directly or personally and physically engaged in taking and/or culturing fishery and/or aquatic resources", whether for commercial purposes or for household consumption. It also includes fish vendors, fish processors, stevedores in fish ports, pump boat operators, fishery/aquaculture caretakers, and others;
 - a.3. **Persons with Disabilities** - refer to individuals who have long-term physical, mental, intellectual, or sensory impairments that, in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others.
 - a.4. **Indigenous Peoples** - refer to a group of people or homogenous societies identified by self-ascription and ascription by others, who have continuously lived as an organized community on communally bounded and defined territory, and who have, under claims of ownership since time immemorial, occupied, possessed and utilized such territories, sharing common bonds of language, customs, traditions, and other distinctive cultural traits, or who have, through resistance to political, social and cultural inroads of colonization, non-indigenous religions, and cultures, became historically differentiated from the majority of Filipinos. Usually, they are the sectors in our society who are minorities such as the Lumads and Manobos.

- b. Families that are not included in the Listahanan, but are identified as poor, and disadvantaged upon assessment and validation of the Local Social Welfare and Development Office (LSWDO), with a member belonging to the farmers, fisher folks, persons with disabilities (PWD), and indigenous people (IP) sectors; and,
- c. Other climate and disaster-vulnerable families classified as poor under Listahanan by the **DSWD FO CARAGA**, or validated as poor by the LSWDOs in the target areas within the **PLGU**.

Section 2.2. Inclusion

- a. Activities should observe gender parity and promote the participation of persons with disabilities, indigenous people, women, youth, solo parents, parents from public schools, heads of households, senior citizens, LGBTQ+ individuals, and other vulnerable groups based on their capacity to perform work;
- b. All partner-beneficiaries shall be paid fairly and equally for the agreed units of work;
- c. Enrolled projects and their actual implementation must not contribute to child labor, child abuse, or any form of discrimination or abuse;
- d. Ensure that physically and socially vulnerable groups are assigned appropriate tasks commensurate with their capabilities and competency; and,
- e. Establish a culturally-sensitive work schedule.

Section 2.3. Exclusion

- a. Regardless of economic and employment status, elected and appointed individuals (i.e. permanent, contractual, casual, coterminous) and personnel contacted under Memorandum of Agreement, Contract of Service, Job Order and other similar arrangement/s in any National Government Agency (NGA), Government-Owned and Controlled Corporations (GOCC), and Local Government Units (LGUs) are not eligible to join the program.

ARTICLE 2 – MODALITIES AND FEATURES OF IMPLEMENTATION

Section 1. Modalities

The **DSWD FO CARAGA RRP-CFTW** shall be implemented through a combination of Cash-for-Training (CFT) and Cash-for-Work (CFW) modalities.

Section 2. Definitions

- a. Cash-for-Training (CFT) aims to build capacities in climate change adaptation, disaster mitigation, and management, and provide livelihood opportunities through skills training, and gainful employment for economically disadvantaged and climate- and disaster-vulnerable families and communities.
- b. Cash-for-Work (CFW) is a short-term intervention that provides additional income opportunities to economically disadvantaged, and climate and disaster-vulnerable families in exchange for their participation in community work.

Section 3. Objectives

The program aims to:

- a. Provide proactive intervention and sustainable solutions designed to address food insecurity and water scarcity exacerbated by climate change and disasters;
- b. Address social protection issues while strengthening community and family resilience, adaptive capacity, and response capabilities of poor, vulnerable, and marginalized especially the indigenous people, person with disabilities, farmers, fisherfolks, and women, from the impacts of climate-related hazards and disaster risks aligned with the priority agenda of the administration - Walang Gutom 2027 and the Buong Bansa Handa;
- c. Ensure Food Security and Water Sufficiency to combat hunger and economic vulnerability through Cash-For-Training and Work; and,
- d. Strengthen partnerships with LGUs, communities, and other stakeholders through effective coordination, collaboration, cooperation, and project sustainability.

Section 4. Features

- a. **Registration of families:** Each targeted family will be registered through FACED, providing a profile of each family member.
- b. **Characteristics of labor:** Only one representative per family shall participate in the project each implementation year, regardless of modality. The family representative must be at least 18 years old on the date of participation, and able to perform moderate to intense physical work.
- c. **Duration of services:** Each eligible family will be assigned 20 days of service, with one designated partner-beneficiary per family. The selected family member is required to complete five days of Community-Based Training (CFT) and 15 days of Cash for Work (CFW). If the designated representative is unable to work on a specific day, up to two other family members, aged 18 or older, may be trained and work on behalf of the family. However, only one family member will be permitted on any given day throughout the 20-day service period.
- d. **Cash assistance rate:** In exchange for the training completed and work rendered, the partner-beneficiaries will be provided with cash assistance equivalent to 100% of the prevailing Regional Daily Minimum Wage Rate (RDMWR), based on the approved budget. The budget allocation for the **PLGU** will be determined by the approved Work and Financial Plan (WFP) of **DSWD FO CARAGA** for the fiscal year. Any increase in the regional daily cash assistance rate will not override or affect the approved rate.
- e. **Computation:** Cash Assistance Rate = Regional Daily Minimum Wage Rate x Number of Days.
- f. **Cash assistance payment arrangements:** Payments shall be made by **DSWD FO CARAGA** through direct cash payout, in close coordination with the **PLGU**.
- g. **Implementation timeline:** CFTW is implemented from January to December, with a designed implementation timeframe for each phase, all of which should be fully disbursed within the fiscal year.

Section 5. Projects and Activities

All partner-beneficiaries will implement both CFT and CFW, following the three stages and two phases of interventions. These may be carried out in coordination and collaboration with other government agencies and stakeholders:

a. Stage 1: Advancing Climate Action

All partner-beneficiaries will undergo Learning and Development Sessions (LDS) on Climate Change Adaptation and Mitigation (CCAM) and Disaster Risk Reduction and Management (DRRM) through CFT. These sessions will include

training and seminars on Risk Resiliency, Climate Change Adaptation and Mitigation (CCAM), Disaster Risk Reduction (DRR), the establishment of water harvesting facilities, the rehabilitation or repair of water infrastructure, the planting of vegetables, disaster-resilient crops, fruit-bearing trees, and other activities supporting water sufficiency and food security.

This three (3)-day activity provides a foundation for families and communities to raise awareness of all DRR and CCAM vulnerabilities. It also offers an opportunity to orient partner-beneficiaries on the identified projects and activities, incorporating traditional/indigenous knowledge, which is essential for the continuity and sustainability of the program.

b. Stage 2: Cash-For-Work Project Implementation

The implementation of Projects and Interventions focusing on:

- Phase 1:** Water Sufficiency, and
- Phase 2:** Food Security through Cash-For-Work (CFW)

DSWD FO CARAGA and **PLGU** will collaboratively implement both phases of the project. The selected partner-beneficiaries will be involved in the Water Sufficiency-related and Food-Security-related activities, as follows:

Phase 1 – Water Sufficiency	Phase 2 – Food Security
• Construction of Small Farm Reservoir or LAWA; • Repairs and rehabilitation of Water Harvesting Facilities; • Repairs of Multipurpose water infrastructures; • Diversification of water supplies; and, • Other activities supporting water sufficiency	• Communal vegetable gardening; • Urban Gardening; • School-based and community-based vegetable gardening; • Community-Based Diversified Integrated Farming; • Planting of disaster-resilient crops, fruit-bearing trees, and mangroves; • Aqua/Hydroponics; • Aquaculture; • Vermicomposting; and • Other activities supporting food security

c. Stage 3: Sustainability Programming Strategy

Upon completion of project implementation, the partner-beneficiaries will be oriented on various strategies for the sustainability of the projects. This two-day CFT on sustainability will focus on livelihoods related to food and water security, such as product development, maintenance/rehabilitation of constructed facilities, organization of community groups, the passage of local ordinance, turn-over ceremony, and other activities.

Section 6. Non-allowable Projects and Activities/Negative List

The following are specified activities that are not to be undertaken such as:

- a. Environmentally damaging activities (i.e cutting of trees, slash-and-burn, etc.);
- b. Payment of government salaries;
- c. Any funding for political parties, political activities, campaigns, etc.;
- d. Recurrent costs and minor maintenance (sweeping/clearing/cleaning/dredging, etc.);

- e. Activities aimed at developing private household assets or private institutions, except those that benefit the community supported any binding agreements with the property owner; and,
- f. Activities pursuing military or defense ends.

Section 7. Implementation Timeline

Timeframe	Activities
January to July	- Social Preparation - Actual Project Implementation (CFTW, monitoring, payout, liquidation)
August to September	- Post-Implementation Monitoring - Provision of Technical Assistance to Provincial/Municipal LGUs
October to December	- Documentation of Best Practices, Challenges and Recommendations - Program Review and Evaluation Workshop - Planning for the next fiscal year

ARTICLE 3 – INSTITUTIONAL ARRANGEMENTS

Section 1. The **DSWD FO CARAGA** is responsible for spearheading the overall management and coordination of the RRP-CFTW. Its specific roles are:

- a. Lead the project management at the regional, provincial, and municipal level;
- b. Lead the conduct of meetings, workshops, planning activities, project implementation reviews, among others in close coordination with the **PLGU**;
- c. Assign provincial focal person and staff to monitor and provide program support, coordinate and assist the **PLGU** in the preparation, implementation, monitoring, and reporting of the RRP-CFTW;
- d. Coordinate with implementing **PLGU** and other local stakeholders for the following preparatory activities:
 1. Notification on general guidance and/or implementing updates, as well as the conduct of technical assistance and orientations, if deemed necessary;
 2. Co-lead the review of the project proposal submitted by **PLGU**;
 3. Co-lead the actual site validation for related activities in project areas;
 4. Review and submission of feedback/recommendations to the **PLGU** based on the results of the review and site validation; and,
 5. Further validation of the partner-beneficiaries, as deemed necessary, and acceptance of the masterlist.
- e. Conduct orientation, field monitoring, and provision of technical assistance to the **PLGU** and recipient LGUs;
- f. Undertake direct payment of cash assistance to the partner-beneficiaries in close coordination with **PLGU**;
- g. Coordinate with the provincial counterpart of the Department of Agriculture for continuous learning exchange and technical assistance; and,
- h. Conduct performance assessment of the **PLGU** implementation of projects to its recipient LGUs, in consultation with the Technical Working Group (TWG).

Section 2. The **PLGU** shall:

- a. Lead the implementation of the project and all related activities detailed in the project proposal;
- b. Designate an RRP-CFTW focal person and organize a TWG to coordinate with

DSWD FO CARAGA in the conduct of meetings, workshops, planning activities, project implementation reviews, and other related tasks, as part of the preparation, implementation, monitoring, evaluation, and reporting of RRP-CFTW target and accomplishments;

- c. Pro-actively and closely coordinate with **DSWD FO CARAGA** and other stakeholders for the following project-related activities;
 1. Notification on implementing updates, as well as the conduct of technical assistance, orientation, and other social preparatory activities, if deemed necessary;
 2. Preparation, revision, and submission of project proposal, work plan, project timeline for review and assessment;
 3. Integration of project proposal into local plans;
 4. Provision of resource augmentation through counterparting, as deemed necessary;
 5. Conduct of actual site validation for related activities in project areas;
 6. Endorsement of the validated list of barangays and eligible partner-beneficiaries, submitted by the recipient LGUs;
 7. Mobilization of LGUs and coordination with the LGU counterpart of the Department of Agriculture for continuous provision of learning exchange and technical assistance;
 8. Monitoring of identified project sites and activities and provision of technical assistance to LGUs;
 9. Documentation and consolidation of all activities and submission of documentary and reportorial requirements related to RRP-CFTW implementation;
 10. Conduct of payouts to partner-beneficiaries in coordination with **DSWD FO CARAGA**;
 11. Draft and pass ordinance/s relevant to ensure the sustainability of the implemented project/s; and,
 12. Conduct of performance assessment with technical assistance from **DSWD FO CARAGA**.

Section 3. Special Provision

- a. **DSWD FO CARAGA** may directly engage with or coordinate with the Provincial or City/Municipal LGUs to ensure the inclusivity, flexibility, and suitability of the implementation of the RRP-CFTW.

ARTICLE 4 – DOCUMENTARY REQUIREMENTS

The following documentary and reportorial requirements shall be submitted/endorsed by **PLGU**:

Section 1. Pre-Implementation Phase.

- a. **Project Proposal:** A tool that assists and guides the **PLGU** in crafting their proposed projects with in-depth information. This information provides readers and monitoring personnel with clear baseline data, a description of pressing issues and concerns related to risks and disaster resilience initiatives, as well as the identified solutions.
- b. **Memorandum of Agreement (MOA):** Prior to the start of any social preparation activities related to RRP-CFTW, the **PLGU** shall signify their interest by formalizing a partnership through this document.
- c. **Breakdown of Allocation:** A tool used by the **PLGU** to break the number of partner-beneficiaries and the proposed budget allocation per municipality and barangay level.

Section 2. Implementation Phase

- a. **Monitoring, Evaluation, and Reporting (MER) Form:** A complex matrix providing a multi-set of in-depth monitoring data across a series of sheets, ranging from financial to physical targets. It includes actual accomplishments, community works, and other key result areas related to plans, policies, capacity building, and convergence at the barangay level.
- b. **Master list of Eligible Beneficiaries:** A tool used to collect and manage reliable data, including data disaggregation, for the development of appropriate strategies and approaches related to the RRP-CFTW. This initiative will assist other program-implementing agencies in complementing and/or initiating convergence projects and activities, offering holistic interventions to vulnerable sectors. The master list shall be certified by the Local Social Welfare and Development Officer (LSWDO) and endorsed by the LCE for the approval of the Regional Director.
- c. **Photodocumentation and Geotagged Photos:** Geotagging of the project sites for data gathering, monitoring, and evaluation of implementation status and photo-documentation of the project sites in all stages of implementation (pre, during, and post), in close coordination with **DSWD FO CARAGA**.
- d. **Family Assistance Card for Emergencies and Disasters (FACED):** A registration tool that captures critical data on disaster-affected families including sex, age, special needs, and assistance received.

Section 3. Post-Implementation Phase

- a. **Time Tally Sheet/Attendance Sheet:** The attendance sheet tracks the number of days and hours spent by the partner-beneficiaries during RRP-CFTW implementation. It serves as the basis for payment and activity documentation.
- b. **Work Accomplishment Report (WAR):** The RRP-CFTW covers key activities and related tasks carried out before and during the execution of community works, which are outlined in this report as part of the documentation and further acknowledgment of RRP-CFTW-related efforts. The report must be submitted within ten (10) days after the completion of the projects.
- c. **Cash Assistance Payroll:** This document provides proof of the actual payments made to select partner-beneficiaries for their participation in RRP-CFTW activities.
- d. **Government-Issued Identification Cards:** The **PLGU** shall require and ensure that RRP-CFTW partner-beneficiaries bring their government-issued identification cards and a photocopy with an affixed signature specimen during the payout. **DSWD FO CARAGA** will consolidate this document for liquidation purposes.
- e. **Qualitative Performance Assessment (QPA) Result/Scorecard:** A tool used to evaluate the yearly implementation of the RRP-CFTW. It is conducted to assess the project's reliability, sustainability, and its contribution to the RRP-CFTW.
- f. **Project Completion, Turn-over, and Acceptance:** This document provides quantitative and qualitative information on project implementation and the end user's acceptance, commitment, and responsibility for the operation, maintenance, and sustainability of the project/s.

Section 4. Special Provisions

- a. Project proposal of the **PLGU** shall be submitted prior to implementation. The reviewed and approved project proposal submitted by the **PLGU** will serve as the basis for the inclusion of the **PLGU** in the RRP-CFTW implementation by **DSWD FO CARAGA**. The **PLGU** must provide a justification for any late submission of the project proposal beyond the set deadline; and,

- b. Amendments or changes to the signed proposal of the **PLGU** (e.g. identified projects and activities, target areas, target beneficiaries, and target indicators) may be allowed within the implementation year, provided that documentary requirements such as a justification letter and proposal revision summary are submitted, subject to the approval of **DSWD FO CARAGA**.

ARTICLE 5 – FUND SOURCE AND MANAGEMENT

Section 1. Fund Source and Allocation

- a. **DSWD FO CARAGA** shall provide fund/cash assistance as labor wages for the partner-beneficiaries amounting to **Nine Million Three Hundred Nine Thousand Pesos (Php 9,309,000.00)**, for the implementation of RRP-CFTW, subject to the approved Work and Financial Plan (WFP), Monthly Disbursement Plan (MDP) and/or Catch-up Plan, and in accordance with usual government accounting rules and regulations.
- b. **PLGU** shall provide a cash or in-kind counterpart of at least 5% of the total project cost, equivalent to **Four Hundred Sixty-Five Thousand Four-Hundred Fifty Pesos (Php 465,450.00)**, for the materials and other operational costs to be incurred or utilized in the implementation of the RRP-CFTW, as reflected in the approved Project Proposal of the **PLGU**.

Section 2. Fund Utilization

- a. The **PLGU** should ensure fund disbursement to partner-beneficiaries by the end of July of the implementation year.
- b. To ensure proper allocation, management, and disbursement of funds, any funds programmed for disbursement by the end of July that are not obligated will be redirected to other PLGUs, thus avoiding instances of lapsed funds and enabling the reallocation of resources to PLGUs with requests for additional funding.
- c. A catch-up plan will be submitted by the **PLGU** for unutilized funds vis-a-vis the targets reflected in the baseline Monitoring, Evaluation, and Reporting (MER) tool and shall be completed by the third quarter of the fiscal year.
- d. Payment shall commence within 30 calendar days after completion of the project and submission and/or endorsement of the required documents by the **PLGU**.
- e. Assistance to partner beneficiaries shall be released in full immediately upon completion of the agreed deliverables under the approved program of works.
- f. The delivery of assistance to partner-beneficiaries shall be through a direct cash-based scheme (pay-out), disbursed by a Special Disbursing Officer (SDO) of **DSWD FO CARAGA**.
- g. Failure to meet the conditions required for the **PLGU** to implement RRP-CFTW will result in non-funding or termination of the program for the budget year.

Section 3. Fund Liquidation

- a. **PLGU** and **DSWD FO CARAGA**, through their respective provincial focal persons, shall submit liquidation documents in accordance with government accounting and auditing rules and regulations.

ARTICLE IV – DURATION, EFFECTIVITY AND AMENDMENTS

Section 1. This **Memorandum of Agreement** is effective from the date of signing and shall remain in force until the full utilization of the entire amount or until terminated earlier in writing by both parties.

Section 2. This agreement shall be updated annually or at the end of each project cycle.

Section 3. The provisions contained herein may be modified, altered, or supplemented, subject to the mutual agreement of the parties.

IN WITNESS WHEREOF, the parties herewith affixed their signatures this _____ day of _____, 2026, in _____, Philippines.

**DEPARTMENT OF SOCIAL WELFARE
AND DEVELOPMENT (DSWD)**

**FOR THE PROVINCIAL
GOVERNMENT UNIT OF SURIGAO
DEL SUR**

By:

MARI-FLOR A. DOLLAGA-LIBANG
Regional Director

JOHNNY T. PIMENTEL
Provincial Governor

WITNESSETH:

ALDIE MAE A. ANDOY
SWO IV, OIC-Division Chief
Disaster Response Management Division

TONTON G. MACAPALA
(RRP-CFTW Provincial Focal in PLGU)
Province of Surigao del Sur

Republic of the Philippines]
_____ SS]

ACKNOWLEDGMENT

Subscriber and sworn to before me this _____ day of _____, 2026 in
affiants exhibiting to me their competent proof of identities indicated below.

Name	Identification No.	Date/Place Issued
MARI-FLOR A. DOLLAGA-LIBANG		
JOHNNY T. PIMENTEL		

Known to me as the same person who executed the foregoing instrument, and they
acknowledge to me that the same is their free act and deed.

This instrument consisting of thirteen (13) pages, including the page on which this
acknowledgment is written has been signed on the left margin of each page thereof by
sealed with my notarial seal.

In witness whereof, I have hereunto set my hand, the day, year, and place above written.

Notary Public

Reg. No. _____
Page No. _____
Book No. _____
Series of 2026

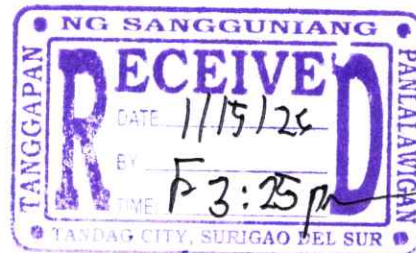


Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR

Office of the Provincial Vice Governor



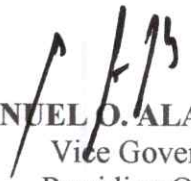
1ST Endorsement
January 15, 2026



Respectfully forwarded to Mr. Edgar G. Perez II, JD., Secretary to the Sangguniang Panlalawigan, a request for the urgent attention of Memorandum of Agreement on the implementation of the FY 2026 Risk Resiliency Program (RRP) through the office of the DSWD.

Attached is a copy of the draft of the Memorandum of Agreement for your perusal.

For your information and appropriate action.


MANUEL O. ALAMEDA, SR.
Vice Governor
Presiding Officer
21st Sangguniang Panlalawigan



Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR
TANDAG CITY

Office of the Governor

RELEASED
PGO-SURIGAO DEL SU

SIGNATURE OVER PRINTED NAME
CONTROL NO: DATE: 1-15-26 TIME: 9:50

January 15, 2026

HONORABLE SANGGUNIAN PANLALAWIGAN MEMBERS

Tanggapan ng Sanggunian Panlalawigan
Tandag City
This Province

VICE GOVERNOR'S OFFICE
(RECEIVED)
DATE: 01/15/26 TIME: 11:20 AM BY: [Signature]

Thru: **HON. MANUEL O. ALAMEDA, SR.**
Vice Governor

Dear Honorable SP Members,

Greetings of peace and solidarity.

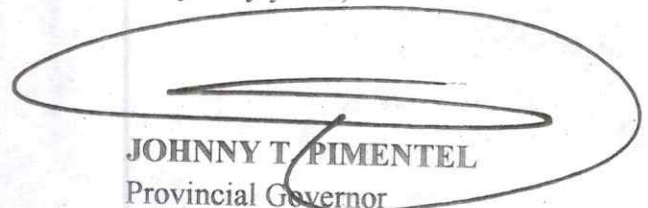
I am writing to respectfully request your urgent attention to a matter of significant importance. Enclosed herewith is a Memorandum of Agreement on the implementation of the FY 2026 Risk Resiliency Program (RRP) titled *"Project LAWA at BINHI or Local Adaptation to Water Access and Breaking Insufficiency through Nutritious Harvest for the Impoverished"*, at the municipalities of Barobo, Bayabas, Hinatuan, Lanuza and Lingig, all of this province. The said agreement is to be executed by and between the Office of the Department of Social Welfare and Development (DSWD) through the Regional Director, Mari-flor A. Dollaga-Libang, and the Provincial Government of Surigao del Sur.

In light of the urgency of this matter, I respectfully request your assistance in expediting the necessary resolution authorizing yours truly to sign the Memorandum of Agreement on behalf of the Provincial Government of Surigao del Sur. The project has a significant impact on our community and necessitates swift action to ensure its timely implementation.

Your prompt attention to this request is greatly appreciated. Please find the attached draft Memorandum of Agreement for your reference.

Thank you for your attention and cooperation.

Very truly yours,


JOHNNY T. PIMENTEL
Provincial Governor

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement is made and entered into by and between the following parties:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE CARAGA**, a national agency of the Republic of the Philippines, with its principal address at Batasan Pambansa Complex, Diliman, Quezon City, herein represented by **MARI-FLOR A. DOLLAGA-LIBANG**, in her capacity as Regional Director, hereinafter referred to as **"DSWD FO CARAGA"**.

AND

The **PROVINCE OF SURIGAO DEL SUR**, a provincial local government unit (LGU) duly organized and existing under the laws of the Republic of the Philippines, with its principal address at Capitol Hills, Telaje, Tandag City, Surigao del Sur, herein represented by **JOHNNY T. PIMENTEL**, Provincial Governor, hereinafter referred to as **"PLGU"**.

WITNESSETH:

WHEREAS, the Philippine Development Plan (PDP) 2023-2028 identifies climate change as one of the main challenges to achieving inclusive rapid, and sustainable growth;

WHEREAS, the cross-sectoral nature of climate and disaster response necessitates operational collaboration among government agencies and aims to strengthen convergence across programs. The Climate Change Adaptation, Mitigation, and Disaster Risk Reduction Cabinet Cluster (CCAM-DRR Cluster), a cross-departmental mechanism, serves as a venue and platform for coordination, harmonization, complementation, and synergy among departments and other government instrumentalities in delivering the national vision on climate change adaptation, mitigation, and disaster risk reduction;

WHEREAS, as member of the CCAM-DRR Cabinet Cluster, the Department of Social Welfare and Development (DSWD) is mandated as the lead agency in the government's social protection, climate change and disaster management systems. DSWD aims to improve food security and water sufficiency by supporting and strengthening existing social protection systems, building resilience, mitigating disaster risks, and managing emergency preparedness and response actions in the Philippines through the Risk Resiliency Program Cash-for-Training and Work (RRP-CFTW);

WHEREAS, the RRP-CFTW is a convergence program of the CCAM-DRR Cabinet Cluster that aims to contribute to the attainment of the PDP goal of inclusive growth by minimizing the impacts of disasters on the national economy, the environment and natural resources, and the communities through adaptation, disaster prevention and preparedness, and climate change mitigation;

WHEREAS, Project LAWA at BINHI or Local Adaptation to Water Access and Breaking Insufficiency through Nutritious Harvest for the Impoverished, a project under RRP-CFTW, is a proactive intervention and sustainable solution to combat hunger, alleviate poverty, and decrease the economic vulnerability of the communities by addressing food insecurity and water scarcity exacerbated by climate change and disasters;

WHEREAS, as per Climate Outlook (January – June 2026) of the Department of Science and Technology - Philippine Atmospheric, Geophysical and Astronomical

Services Administration (DOST-PAGASA), has indicated suggest a shift from La Niña-effects to ENSO-neutral conditions, bringing near-normal to above-normal rainfall and warmer-than-average temperatures, especially peaking in April to May, with potential for 2-8 tropical cyclones in the Philippines and regional heatwaves;

WHEREAS, based on the latest forecast from the Department of Science and Technology - Philippine Atmospheric, Geophysical and Astronomical Services Administration (DOST-PAGASA) S&T Media Service, Quezon City last December 4, 2025, La Niña is likely to persist until the first quarter of 2026;

WHEREAS, the projected rainfall conditions for January 2026 indicated that most parts of the country will experience above-normal to near-normal rainfall, except in western portions of Luzon, where below-normal rainfall is most likely to be experienced. By February to May 2026, near-normal rainfall conditions are expected across most parts in Visayas and Mindanao, while below-normal to way below-normal rainfall is likely over Luzon. The probability of above-normal conditions in the next 6 months is high across the country;

WHEREAS, the La Niña condition increases the likelihood of above-normal rainfall conditions, which could lead to adverse impacts such as heavy rainfall, floods, flash floods, and rain-induced landslides in vulnerable areas. These conditions pose significant risks to infrastructure and agriculture, with some crops potentially benefiting from the increased moisture. However, the region's overall vulnerability to extreme weather—including tropical cyclones and heavy rains—is expected to rise, increasing the threats to both the environment and local communities;

WHEREAS, it is forecasted that the weather systems affecting the country from January to June 2026 will include the northeast monsoon, shearline, frontal system, low-pressure areas (LPA), tropical cyclones, localized thunderstorms, easterlies, ridge of high-pressure areas (HPA), and the inter-tropical convergence zone;

WHEREAS, in response to the expected impacts of La Niña and other extreme weather events, and to strengthen social protection, climate change, and disaster management systems, **DSWD FO CARAGA** has expressed its intent to engage its five (5) covered provinces in initiatives aligned with Project LAWA at BINHI. The Provincial Local Government Unit (PLGU) of **SURIGAO DEL SUR** is among the identified recipients of the project;

WHEREAS, during a series of consultation and planning sessions, both parties have agreed on the implementation of RRP-CFTW, focusing on water management, flood resilience, climate-smart agriculture, improving food security and enhancing community adaptive capacities by utilizing the resources of **DSWD FO CARAGA** and **PLGU** to address effects on the poor communities during La Niña, El Niño or any other extreme weather disturbances;

NOW THEREFORE, for and in consideration of the foregoing premises and for mutual consent in the agreement set forth, the parties have agreed to the following commitments:

TERMS AND CONDITIONS

ARTICLE 1 – SCOPE AND COVERAGE

Section 1. Target Areas

- a. Priority areas exposed to the effects of El Niño and La Niña based on the Climate Outlook of DOST-PAGASA with the highest number of poor families based on Listahanan 3;

- b. Provinces and selected Local Government Units (LGUs) implementing RRP-CFTW;
- c. Assessment and recommendations from the local cluster or TWG of the PLGU may be considered by **DSWD FO CARAGA** to ensure that the priority target areas are aligned with their Climate Change Mitigation and Adaptation programs; and,
- d. Inclusion of sectoral targets and areas as per directives of the DSWD Secretary.

Section 2. Target Partner-beneficiaries

Partner-beneficiaries are those that reside in the target areas, and shall meet all the following conditions:

Section 2.1. Eligibility Criteria

- a. Priority will be given to the families classified as poor under the DSWD Household Targeting System for Poverty Reduction (NHTS-PR) or Listahanan, whose member is part of the following sectors:
 - a.1. **Poor Farmers** - a person whose livelihood is the cultivation or the production of agricultural crops and/or livestock/poultry, either by himself/herself with the assistance of his/her immediate farm household, whether the land is owned by him/her, or by another person under a leasehold or share tenancy agreement or arrangement with the owner thereof, and whether for sale for home consumption. This also includes, a person who renders service for value as an employee or laborer (farm workers or kasama) in an agricultural enterprise or farm, regardless of whether his/her compensation is paid on a daily, weekly, monthly or "pakyaw or quota" basis and includes regular and seasonal farm workers;
 - a.2. **Poor Fisherfolks** - people directly or personally and physically engaged in taking and/or culturing fishery and/or aquatic resources", whether for commercial purposes or for household consumption. It also includes fish vendors, fish processors, stevedores in fish ports, pump boat operators, fishery/aquaculture caretakers, and others;
 - a.3. **Persons with Disabilities** - refer to individuals who have long-term physical, mental, intellectual, or sensory impairments that, in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others.
 - a.4. **Indigenous Peoples** - refer to a group of people or homogenous societies identified by self-ascription and ascription by others, who have continuously lived as an organized community on communally bounded and defined territory, and who have, under claims of ownership since time immemorial, occupied, possessed and utilized such territories, sharing common bonds of language, customs, traditions, and other distinctive cultural traits, or who have, through resistance to political, social and cultural inroads of colonization, non-indigenous religions, and cultures, became historically differentiated from the majority of Filipinos. Usually, they are the sectors in our society who are minorities such as the Lumads and Manobos.

- b. Families that are not included in the Listahanan, but are identified as poor, and disadvantaged upon assessment and validation of the Local Social Welfare and Development Office (LSWDO), with a member belonging to the farmers, fisher folks, persons with disabilities (PWD), and indigenous people (IP) sectors; and,
- c. Other climate and disaster-vulnerable families classified as poor under Listahanan by the **DSWD FO CARAGA**, or validated as poor by the LSWDOs in the target areas within the **PLGU**.

Section 2.2. Inclusion

- a. Activities should observe gender parity and promote the participation of persons with disabilities, indigenous people, women, youth, solo parents, parents from public schools, heads of households, senior citizens, LGBTQ+ individuals, and other vulnerable groups based on their capacity to perform work;
- b. All partner-beneficiaries shall be paid fairly and equally for the agreed units of work;
- c. Enrolled projects and their actual implementation must not contribute to child labor, child abuse, or any form of discrimination or abuse;
- d. Ensure that physically and socially vulnerable groups are assigned appropriate tasks commensurate with their capabilities and competency; and,
- e. Establish a culturally-sensitive work schedule.

Section 2.3. Exclusion

- a. Regardless of economic and employment status, elected and appointed individuals (i.e. permanent, contractual, casual, coterminous) and personnel contacted under Memorandum of Agreement, Contract of Service, Job Order and other similar arrangement/s in any National Government Agency (NGA), Government-Owned and Controlled Corporations (GOCC), and Local Government Units (LGUs) are not eligible to join the program.

ARTICLE 2 – MODALITIES AND FEATURES OF IMPLEMENTATION

Section 1. Modalities

The **DSWD FO CARAGA RRP-CFTW** shall be implemented through a combination of Cash-for-Training (CFT) and Cash-for-Work (CFW) modalities.

Section 2. Definitions

- a. Cash-for-Training (CFT) aims to build capacities in climate change adaptation, disaster mitigation, and management, and provide livelihood opportunities through skills training, and gainful employment for economically disadvantaged and climate- and disaster-vulnerable families and communities.
- b. Cash-for-Work (CFW) is a short-term intervention that provides additional income opportunities to economically disadvantaged, and climate and disaster-vulnerable families in exchange for their participation in community work.

Section 3. Objectives

The program aims to:

- a. Provide proactive intervention and sustainable solutions designed to address food insecurity and water scarcity exacerbated by climate change and disasters;
- b. Address social protection issues while strengthening community and family resilience, adaptive capacity, and response capabilities of poor, vulnerable, and marginalized especially the indigenous people, person with disabilities, farmers, fisherfolks, and women, from the impacts of climate-related hazards and disaster risks aligned with the priority agenda of the administration - Walang Gutom 2027 and the Buong Bansa Handa;
- c. Ensure Food Security and Water Sufficiency to combat hunger and economic vulnerability through Cash-For-Training and Work; and,
- d. Strengthen partnerships with LGUs, communities, and other stakeholders through effective coordination, collaboration, cooperation, and project sustainability.

Section 4. Features

- a. **Registration of families:** Each targeted family will be registered through FACED, providing a profile of each family member.
- b. **Characteristics of labor:** Only one representative per family shall participate in the project each implementation year, regardless of modality. The family representative must be at least 18 years old on the date of participation, and able to perform moderate to intense physical work.
- c. **Duration of services:** Each eligible family will be assigned 20 days of service, with one designated partner-beneficiary per family. The selected family member is required to complete five days of Community-Based Training (CFT) and 15 days of Cash for Work (CFW). If the designated representative is unable to work on a specific day, up to two other family members, aged 18 or older, may be trained and work on behalf of the family. However, only one family member will be permitted on any given day throughout the 20-day service period.
- d. **Cash assistance rate:** In exchange for the training completed and work rendered, the partner-beneficiaries will be provided with cash assistance equivalent to 100% of the prevailing Regional Daily Minimum Wage Rate (RDMWR), based on the approved budget. The budget allocation for the **PLGU FO CARAGA** for the fiscal year. Any increase in the regional daily cash assistance rate will not override or affect the approved rate.
- e. **Computation:** $\text{Cash Assistance Rate} = \text{Regional Daily Minimum Wage Rate} \times \text{Number of Days}$.
- f. **Cash assistance payment arrangements:** Payments shall be made by **DSWD FO CARAGA** through direct cash payout, in close coordination with the **PLGU**.
- g. **Implementation timeline:** CFTW is implemented from January to December, with a designed implementation timeframe for each phase, all of which should be fully disbursed within the fiscal year.

Section 5. Projects and Activities

All partner-beneficiaries will implement both CFT and CFW, following the three stages and two phases of interventions. These may be carried out in coordination and collaboration with other government agencies and stakeholders:

a. Stage 1: Advancing Climate Action

All partner-beneficiaries will undergo Learning and Development Sessions (LDS) on Climate Change Adaptation and Mitigation (CCAM) and Disaster Risk Reduction and Management (DRRM) through CFT. These sessions will include

training and seminars on Risk Resiliency, Climate Change Adaptation and Mitigation (CCAM), Disaster Risk Reduction (DRR), the establishment of water harvesting facilities, the rehabilitation or repair of water infrastructure, the planting of vegetables, disaster-resilient crops, fruit-bearing trees, and other activities supporting water sufficiency and food security.

This three (3)-day activity provides a foundation for families and communities to raise awareness of all DRR and CCAM vulnerabilities. It also offers an opportunity to orient partner-beneficiaries on the identified projects and activities, incorporating traditional/indigenous knowledge, which is essential for the continuity and sustainability of the program.

b. Stage 2: Cash-For-Work Project Implementation

The implementation of Projects and Interventions focusing on:

Phase 1: Water Sufficiency, and

Phase 2: Food Security through Cash-For-Work (CFW)

DSWD FO CARAGA and PLGU will collaboratively implement both phases of the project. The selected partner-beneficiaries will be involved in the Water Sufficiency-related and Food-Security-related activities, as follows:

Phase 1 – Water Sufficiency	Phase 2 – Food Security
• Construction of Small Farm Reservoir or LAWA; • Repairs and rehabilitation of Water Harvesting Facilities; • Repairs of Multipurpose water infrastructures; • Diversification of water supplies; and, • Other activities supporting water sufficiency	• Communal vegetable gardening; • Urban Gardening; • School-based and community-based vegetable gardening; • Community-Based Diversified Integrated Farming; • Planting of disaster-resilient crops, fruit-bearing trees, and mangroves; • Aqua/Hydroponics; • Aquaculture; • Vermicomposting; and • Other activities supporting food security

c. Stage 3: Sustainability Programming Strategy

Upon completion of project implementation, the partner-beneficiaries will be oriented on various strategies for the sustainability of the projects. This two-day CFT on sustainability will focus on livelihoods related to food and water security, such as product development, maintenance/rehabilitation of constructed facilities, organization of community groups, the passage of local ordinance, turn-over ceremony, and other activities.

Section 6. Non-allowable Projects and Activities/Negative List

The following are specified activities that are not to be undertaken such as:

- Environmentally damaging activities (i.e cutting of trees, slash-and-burn, etc.);
- Payment of government salaries;
- Any funding for political parties, political activities, campaigns, etc.;
- Recurrent costs and minor maintenance (sweeping/clearing/cleaning/dredging, etc.);

- e. Activities aimed at developing private household assets or private institutions, except those that benefit the community supported any binding agreements with the property owner; and,
- f. Activities pursuing military or defense ends.

Section 7. Implementation Timeline

Timeframe	Activities
January to July	- Social Preparation - Actual Project Implementation (CFTW, monitoring, payout, liquidation)
August to September	- Post-Implementation Monitoring - Provision of Technical Assistance to Provincial/Municipal LGUs
October to December	- Documentation of Best Practices, Challenges and Recommendations - Program Review and Evaluation Workshop - Planning for the next fiscal year

ARTICLE 3 – INSTITUTIONAL ARRANGEMENTS

Section 1. The **DSWD FO CARAGA** is responsible for spearheading the overall management and coordination of the RRP-CFTW. Its specific roles are:

- a. Lead the project management at the regional, provincial, and municipal level;
- b. Lead the conduct of meetings, workshops, planning activities, project implementation reviews, among others in close coordination with the **PLGU**;
- c. Assign provincial focal person and staff to monitor and provide program support, coordinate and assist the **PLGU** in the preparation, implementation, monitoring, and reporting of the RRP-CFTW;
- d. Coordinate with implementing **PLGU** and other local stakeholders for the following preparatory activities:
 1. Notification on general guidance and/or implementing updates, as well as the conduct of technical assistance and orientations, if deemed necessary;
 2. Co-lead the review of the project proposal submitted by **PLGU**;
 3. Co-lead the actual site validation for related activities in project areas;
 4. Review and submission of feedback/recommendations to the **PLGU** based on the results of the review and site validation; and,
 5. Further validation of the partner-beneficiaries, as deemed necessary, and acceptance of the masterlist.
- e. Conduct orientation, field monitoring, and provision of technical assistance to the **PLGU** and recipient LGUs;
- f. Undertake direct payment of cash assistance to the partner-beneficiaries in close coordination with **PLGU**;
- g. Coordinate with the provincial counterpart of the Department of Agriculture for continuous learning exchange and technical assistance; and,
- h. Conduct performance assessment of the **PLGU** implementation of projects to its recipient LGUs, in consultation with the Technical Working Group (TWG).

Section 2. The **PLGU** shall:

- a. Lead the implementation of the project and all related activities detailed in the project proposal;
- b. Designate an RRP-CFTW focal person and organize a TWG to coordinate with

DSWD FO CARAGA in the conduct of meetings, workshops, planning activities, project implementation reviews, and other related tasks, as part of the preparation, implementation, monitoring, evaluation, and reporting of RRP-CFTW target and accomplishments;

- c. Pro-actively and closely coordinate with **DSWD FO CARAGA** and other stakeholders for the following project-related activities;
 1. Notification on implementing updates, as well as the conduct of technical assistance, orientation, and other social preparatory activities, if deemed necessary;
 2. Preparation, revision, and submission of project proposal, work plan, project timeline for review and assessment;
 3. Integration of project proposal into local plans;
 4. Provision of resource augmentation through counterparting, as deemed necessary;
 5. Conduct of actual site validation for related activities in project areas;
 6. Endorsement of the validated list of barangays and eligible partner-beneficiaries, submitted by the recipient LGUs;
 7. Mobilization of LGUs and coordination with the LGU counterpart of the Department of Agriculture for continuous provision of learning exchange and technical assistance;
 8. Monitoring of identified project sites and activities and provision of technical assistance to LGUs;
 9. Documentation and consolidation of all activities and submission of documentary and reportorial requirements related to RRP-CFTW implementation;
 10. Conduct of payouts to partner-beneficiaries in coordination with **DSWD FO CARAGA**;
 11. Draft and pass ordinance/s relevant to ensure the sustainability of the implemented project/s; and,
 12. Conduct of performance assessment with technical assistance from **DSWD FO CARAGA**.

Section 3. Special Provision

- a. **DSWD FO CARAGA** may directly engage with or coordinate with the Provincial or City/Municipal LGUs to ensure the inclusivity, flexibility, and suitability of the implementation of the RRP-CFTW.

ARTICLE 4 – DOCUMENTARY REQUIREMENTS

The following documentary and reportorial requirements shall be submitted/endorsed by **PLGU**:

Section 1. Pre-Implementation Phase.

- a. **Project Proposal:** A tool that assists and guides the **PLGU** in crafting their proposed projects with in-depth information. This information provides readers and monitoring personnel with clear baseline data, a description of pressing issues and concerns related to risks and disaster resilience initiatives, as well as the identified solutions.
- b. **Memorandum of Agreement (MOA):** Prior to the start of any social preparation activities related to RRP-CFTW, the **PLGU** shall signify their interest by formalizing a partnership through this document.
- c. **Breakdown of Allocation:** A tool used by the **PLGU** to break the number of partner-beneficiaries and the proposed budget allocation per municipality and barangay level.

Section 2. Implementation Phase

- a. **Monitoring, Evaluation, and Reporting (MER) Form:** A complex matrix providing a multi-set of in-depth monitoring data across a series of sheets, ranging from financial to physical targets. It includes actual accomplishments, community works, and other key result areas related to plans, policies, capacity building, and convergence at the barangay-level.
- b. **Master list of Eligible Beneficiaries:** A tool used to collect and manage reliable data, including data disaggregation, for the development of appropriate strategies and approaches related to the RRP-CFTW. This initiative will assist other program-implementing agencies in complementing and/or initiating convergence projects and activities, offering holistic interventions to vulnerable sectors. The master list shall be certified by the Local Social Welfare and Development Officer (LSWDO) and endorsed by the LCE for the approval of the Regional Director.
- c. **Photodocumentation and Geotagged Photos:** Geotagging of the project sites for data gathering, monitoring, and evaluation of implementation status and photo-documentation of the project sites in all stages of implementation (pre, during, and post), in close coordination with **DSWD FO CARAGA**.
- d. **Family Assistance Card for Emergencies and Disasters (FACED):** A registration tool that captures critical data on disaster-affected families including sex, age, special needs, and assistance received.

Section 3. Post-Implementation Phase

- a. **Time Tally Sheet/Attendance Sheet:** The attendance sheet tracks the number of days and hours spent by the partner-beneficiaries during RRP-CFTW implementation. It serves as the basis for payment and activity documentation.
- b. **Work Accomplishment Report (WAR):** The RRP-CFTW covers key activities and related tasks carried out before and during the execution of community works, which are outlined in this report as part of the documentation and further acknowledgment of RRP-CFTW-related efforts. The report must be submitted within ten (10) days after the completion of the projects.
- c. **Cash Assistance Payroll:** This document provides proof of the actual payments made to select partner-beneficiaries for their participation in RRP-CFTW activities.
- d. **Government-Issued Identification Cards:** The **PLGU** shall require and ensure that RRP-CFTW partner-beneficiaries bring their government-issued identification cards and a photocopy with an affixed signature specimen during the payout. **DSWD FO CARAGA** will consolidate this document for liquidation purposes.
- e. **Qualitative Performance Assessment (QPA) Result/Scorecard:** A tool used to evaluate the yearly implementation of the RRP-CFTW. It is conducted to assess the project's reliability, sustainability, and its contribution to the RRP-CFTW.
- f. **Project Completion, Turn-over, and Acceptance:** This document provides quantitative and qualitative information on project implementation and the end user's acceptance, commitment, and responsibility for the operation, maintenance, and sustainability of the project/s.

Section 4. Special Provisions

- a. Project proposal of the **PLGU** shall be submitted prior to implementation. The reviewed and approved project proposal submitted by the **PLGU** will serve as the basis for the inclusion of the **PLGU** in the RRP-CFTW implementation by **DSWD FO CARAGA**. The **PLGU** must provide a justification for any late submission of the project proposal beyond the set deadline; and,

- b. Amendments or changes to the signed proposal of the **PLGU** (e.g. identified projects and activities, target areas, target beneficiaries, and target indicators) may be allowed within the implementation year, provided that documentary requirements such as a justification letter and proposal revision summary are submitted, subject to the approval of **DSWD FO CARAGA**.

ARTICLE 5 – FUND SOURCE AND MANAGEMENT

Section 1. Fund Source and Allocation

- a. **DSWD FO CARAGA** shall provide fund/cash assistance as labor wages for the partner-beneficiaries amounting to **Nine Million Three Hundred Nine Thousand Pesos (Php 9,309,000.00)**, for the implementation of RRP-CFTW, subject to the approved Work and Financial Plan (WFP), Monthly Disbursement Plan (MDP) and/or Catch-up Plan, and in accordance with usual government accounting rules and regulations.
- b. **PLGU** shall provide a cash or in-kind counterpart of at least 5% of the total project cost, equivalent to **Four Hundred Sixty-Five Thousand Four-Hundred Fifty Pesos (Php 465,450.00)**, for the materials and other operational costs to be incurred or utilized in the implementation of the RRP-CFTW, as reflected in the approved Project Proposal of the **PLGU**.

Section 2. Fund Utilization

- a. The **PLGU** should ensure fund disbursement to partner-beneficiaries by the end of July of the implementation year.
- b. To ensure proper allocation, management, and disbursement of funds, any funds programmed for disbursement by the end of July that are not obligated will be redirected to other **PLGUs**, thus avoiding instances of lapsed funds and enabling the reallocation of resources to **PLGUs** with requests for additional funding.
- c. A catch-up plan will be submitted by the **PLGU** for unutilized funds vis-a-vis the targets reflected in the baseline Monitoring, Evaluation, and Reporting (MER) tool and shall be completed by the third quarter of the fiscal year.
- d. Payment shall commence within 30 calendar days after completion of the project and submission and/or endorsement of the required documents by the **PLGU**.
- e. Assistance to partner beneficiaries shall be released in full immediately upon completion of the agreed deliverables under the approved program of works.
- f. The delivery of assistance to partner-beneficiaries shall be through a direct cash-based scheme (pay-out), disbursed by a Special Disbursing Officer (SDO) of **DSWD FO CARAGA**.
- g. Failure to meet the conditions required for the **PLGU** to implement RRP-CFTW will result in non-funding or termination of the program for the budget year.

Section 3. Fund Liquidation

- a. **PLGU** and **DSWD FO CARAGA**, through their respective provincial focal persons, shall submit liquidation documents in accordance with government accounting and auditing rules and regulations.

ARTICLE IV – DURATION, EFFECTIVITY AND AMENDMENTS

Section 1. This **Memorandum of Agreement** is effective from the date of signing and shall remain in force until the full utilization of the entire amount or until terminated earlier in writing by both parties.

Section 2. This agreement shall be updated annually or at the end of each project cycle.

Section 3. The provisions contained herein may be modified, altered, or supplemented, subject to the mutual agreement of the parties.

IN WITNESS WHEREOF, the parties herewith affixed their signatures this _____ day of _____, 2026, in _____, Philippines.

**DEPARTMENT OF SOCIAL WELFARE
AND DEVELOPMENT (DSWD)**

**FOR THE PROVINCIAL
GOVERNMENT UNIT OF SURIGAO
DEL SUR**

By:

MARI-FLOR A. DOLLAGA-LIBANG
Regional Director

JOHNNY T. PIMENTEL
Provincial Governor

WITNESSETH:

ALDIE MAE A. ANDOY
SWO IV, OIC-Division Chief
Disaster Response Management Division

TONTON G. MACAPALA
(RRP-CFTW Provincial Focal in PLGU)
Province of Surigao del Sur

ACKNOWLEDGMENT

Subscriber and sworn to before me this _____ day of _____, 2026 in
affiants exhibiting to me their competent proof of identities indicated below.

Name	Identification No.	Date/Place Issued
MARI-FLOR A. DOLLAGA-LIBANG		
JOHNNY T. PIMENTEL		

Known to me as the same person who executed the foregoing instrument, and they
acknowledge to me that the same is their free act and deed.

This instrument consisting of thirteen (13) pages, including the page on which this
acknowledgment is written has been signed on the left margin of each page thereof by
sealed with my notarial seal.

In witness whereof, I have hereunto set my hand, the day, year, and place above written.

Notary Public

Reg. No. _____
Page No. _____
Book No. _____
Series of 2026