



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
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<http://www.dilg.gov.ph>



**GUIDELINES FOR THE IMPLEMENTATION OF THE  
RESETTLEMENT GOVERNANCE ASSISTANCE FUND (RGAF) OF FY 2019  
TO LOCAL GOVERNMENT UNITS (LGUs) WITH RESETTLEMENT SITES  
IN REGIONS III, IV-A AND THE NATIONAL CAPITAL REGION (NCR)**

**Memorandum Circular No. 2019-161**

Reference Number:

Date **25 SEP 2019**

Rev. No.

**1. Background**

In 2016, the Department of the Interior and Local Government (DILG), through the Capacitating Local Government Units (LGUs) on Resettlement Governance - Project Management Office (formerly Informal Settler Families - PMO), started the Resettlement Governance (RG) Program that aimed to strengthen the capacity of LGUs on resettlement governance by providing 1.) Technical assistance to enhance local structures, policies and programs; and 2.) Financial assistance for the provision of basic services and facilities in the resettlement sites to address disaster risk reduction and management, solid waste management, and peace and order concerns.

The RG Program is the DILG's intervention for LGUs burdened by the massive relocation of Informal Settler Families (ISFs) from waterways and danger areas of the National Capital Region (NCR) under the Php50 Billion Alternative Housing Program and People's Plan Fund (AHPFP) or OPLAN LIKAS Program.

In the General Appropriations Act (GAA) 2017, the provision of the Resettlement Governance Assistance Fund (RGAF) to LGUs was intended for putting up facilities for disaster management, maintenance of peace and order, and solid waste management; setting up of livelihood projects; and the provision of services, subsidies, and programs that address the immediate needs of the relocated families during their adjustment stage in their new communities.

For FY 2019, as per GAA 2019, the RG Program shall continue its role of enhancing the capacities of LGUs on resettlement governance which is also to contribute to the achievement of the DILG-LG Sector outcome areas 1.) Peaceful, Orderly, and Safe LGUs: Building Peaceful, Orderly, and Safe Communities and 2.) Socially Protective LGUs: Ensuring Effective, Responsive and Resilient Social Protection Services and Local Infrastructure. The RGAF 2019 aims to sustain and expand the initial interventions and projects funded by the RGAF 2017.

To ensure that the LGUs and partner offices and agencies will properly implement the RGAF 2019, these guidelines are hereby issued in accordance with Republic Act (RA) 7160, otherwise known as the Local Government Code of 1991 (LGC), Republic Act (RA) 7279, otherwise known as Urban Development and Housing Act (UDHA) of 1992, and other related laws and policies.

## **2. Purpose**

The policy intends to guide participating LGUs and the concerned DILG Field Offices in the implementation of the RGAF 2019 and to distinguish its difference from the implementation of the RGAF 2017, as guided by the DILG MC 2017-91.

Included in these guidelines is the simplified Monitoring and Evaluation system which was made as a response to the feedback of implementing personnel, and the experience of monitoring the implementation of RGAF 2017.

The policy also reiterates the encouragement given to LGUs in forging inter-LGU cooperative agreements in accordance to Article 61 of the Implementing Rules and Regulations (IRR) of the LGC of 1991.

## **3. Legal Compliance**

- 3.1** Section 21, Article V of Republic Act No. 7279, otherwise known as the Urban Development and Housing Act of 1992 states that socialized housing or resettlement areas shall be provided by the local government units or the National Housing Authority in cooperation with the private developers and concerned agencies, and shall provide basic services and facilities
- 3.2** Section 23, Article V of the UDHA states that the local government units, in coordination with the Presidential Commission for the Urban Poor and concerned government agencies, shall afford Program beneficiaries or their duly designated representatives an opportunity to be heard and to participate in the decision-making process over matters involving the protection and the promotion of their legitimate collective interest which shall include appropriate documentation and feedback mechanisms. They shall also be encouraged to organize themselves and undertake self-help cooperative housing and other livelihood activities. They shall assist the Government in preventing the incursions of professional squatters and members of squatting syndicates into their communities
- 3.3** Section 33 of RA No. 7160 states that LGUs may, through appropriate ordinances, group themselves, consolidate, or coordinate their efforts, services, and resources for purposes commonly beneficial to them/

- 3.4** Title VI, Book III of the LGC provides for the organization of leagues of local government units, the primary purpose of which is to determine the representation of the Liga in the Sanggunians and for ventilating, articulating and crystalizing affecting local government administration and securing, through proper and legal means, solutions thereto

#### **4. Scope/Coverage**

This policy covers the twelve (12) LGUs hosting three (3) in-city and fifteen (15) off-city NHA resettlement sites in the National Capital Region (NCR), and in the provinces of Bulacan in Region III, and Cavite and Rizal in Region IV-A.

All concerned DILG Regional, Provincial, and Field Offices, and local chief executives (LCEs) are mandated to comply with these guidelines for the implementation of the Resettlement Governance Assistance Fund (RGAF) for FY 2019.

#### **5. Definitions**

For purposes of this policy, the following definitions apply, unless otherwise stated:

- 5.1** *Augmentation Fund* - shall mean the financial assistance to LGUs that would cover the establishment of community facilities for disaster preparedness, peace and order, and solid waste management.
- 5.2** *Homeowners' Association (HOA)* - refers to a non-governmental and community-based people's organization or group of homeowners/ awardees within the resettlement site, registered with the Housing and Land Use Regulatory Board (HLURB), and/or duly accredited by the barangay or city/municipal government.
- 5.3** *Local Inter-Agency Committee (LIAC) for Region III and Region IV-A / Project Coordinating Inter-Agency Committee (PCIAC) for NCR* - is a multi-stakeholder body consisting of representatives from the concerned local government unit (LGU), national government agencies (NGAs), homeowners associations or sectoral organizations from the resettlement sites, non-government organizations (NGOs), and from the private sectors, charged with the implementation and monitoring of the Resettlement Action Plan (RAP), including the Resettlement Governance Assistance Fund (RGAF) at the resettlement sites/

- 5.4** *Local Housing Board (LHB)* - is a local special body created by cities and municipalities outside of the Autonomous Region in Muslim Mindanao (ARMM) pursuant to DILG Memorandum Circular (MC) No. 2008-143 and Joint Memorandum Circular No. 1, s.2013 that is tasked to formulate, develop, implement, and monitor policies on the provision for integrated sustainable housing and resettlement areas, and on the observance of the right of the underprivileged and homeless to a just and humane eviction and demolition.
- 5.5** *Local Project Management Committee (LPMC)* - is a local special sub-committee under the LIAC, headed by the homeowners' association, established in each resettlement site composed of representatives from the concerned LGU, barangay council, sectoral organizations, and key implementing agencies which shall monitor and ensure the implementation of the projects in the community.
- 5.6** *People's Organization (PO) / Community Organization (CO) / Sectoral Organization (SO)*—Refers to independent community and/or groups of women, youth, senior citizens, PWD and other vulnerable sectors organized to protect and advance their common interest for adequate shelter and social services registered with any of the following: the Securities and Exchange Commission (SEC), the Department of Labor and Employment (DOLE), the Presidential Commission for the Urban Poor (PCUP) and/or duly accredited by the barangay or LGU.
- 5.7** *Project* - Shall mean the Capacitating LGUs on Resettlement Governance under the 2019 General Appropriations Act entitled "Capacitating LGUs on Housing and Resettlement."
- 5.8** *Receiving LGUs* - Refers to the LGU, in or outside of Metro Manila, which consented to the resettlement of ISFs to sites/areas under its jurisdiction. A Memorandum of Agreement (MOA) with the sending LGU strengthens this consent, and includes provisions for basic welfare services and request for support from concerned national agencies whenever needed before resettlement.
- 5.9** *Resettlement Governance Assistance Fund (RGAF)* - The technical and financial assistance provided to LGUs by the DILG in the establishment of community facilities such as peace and order facilities, community development programs, sustainable livelihood development and other capacity building activities for receiving LGUs and the resettlement sites under its jurisdiction.
- 5.10** *Resettlement Action Plan (RAP)* - Refers to the comprehensive plan for the resettlement site which stipulates the necessary activities, expected outputs, timeframe, focal persons/offices/agencies, needed resources, and allocated budget. It is prepared by the Local

Housing Board (LHB) and/or Local Inter-Agency Committee (LIAC), endorsed by the Local Chief Executive (LCE), and duly adopted by the Sanggunian Bayan/Panlungsod through a resolution.

- 5.11** *One-Stop Shop Processing Center* - A temporary physical center for the processing of documentary requirements needed in applying for the registration of HOAs or people's/community/sectoral organizations, transfer of voter's registration, issuance of government identification cards, registration of business/livelihood, and other documents which the resettled families may need to access resources and services.
- 5.12** *Relocatees or resettled families* - Refers to the ISFs from the National Capital Region (NCR) relocated to various socialized housing projects of the NHA under the P50 Billion Fund.
- 5.13** *Resettlement sites* - These are the off-city housing projects in the Provinces of Bulacan, Cavite and Rizal including the three (3) in-city Low Rise Buildings (LRBs) in the Cities of Caloocan, Manila and Valenzuela which were established by the NHA for the ISFs of the NCR under the P50 Billion Fund.
- 5.14** *Sending LGUs* - Refers to the LGU from where, in cases of evictions and voluntary resettlement actions, the ISFs originate and sought to be resettled, in compliance with MC. No. 008-143, 2009-005, MC No. 2010-134, Section 27 of RA 7279, Section 481 (4) of the Local Government Code and the Joint Memorandum Circular No. 1, s. 2013
- 5.15** *Transitional Fund Support* - Is the financial assistance to LGUs to augment local resources in the operationalization of community facilities and in the provision of better social services and other community development programs to address the specific needs specially of vulnerable sectors.

## **6. Implementing Guidelines**

### **6.1. Technical Assistance**

The Department, through the CLRG-PMO in coordination with the DILG Regional Offices, shall continuously conduct capacity-building activities on housing and resettlement governance for the Local Special Bodies to enhance the capability of the LGUs in handling relocation and resettlement activities. The Office will provide the following activities on:

- 6.1.1. Support to LGUs on Institutional Building** - This assistance aims to supplement the needs of the relocatees by creating

and/or strengthening of local structures, policies, programs and plans that are geared towards the effective implementation of relocation and resettlement to promote resilient and sustainable resettled communities. This assistance will lead the LGUs to enhance the existence of Local Shelter Plans (LSP), Resettlement Action Plans (RAP), and other policies relevant to housing and urban development.

**6.1.2. Inter-LGU Cooperative Arrangements** - The sending and receiving LGUs shall conduct bilateral meetings in order to identify and agree on specific kinds of assistance such as basic social services, education, livelihood etc.

**6.1.3. Sustainable Livelihood Development (Business Development Services)** - The RG-Sustainable Livelihood Program (RG-SLP) is created to strengthen the capacity of the LGUs in generating economic opportunities for the resettled communities.

## **6.2. Financial Assistance**

The Resettlement Governance Assistance Fund (RGAF) is divided into the following components:

**6.2.1. Augmentation Fund Support.** The fund will assist the LGUs in developing resiliency among its resettlement sites through the procurement of equipment, tools, and facilities for the promotion of peace and order, enhancement of disaster preparedness mechanisms, and implementation of efficient solid waste management within the resettlement sites. The fund can be used to finance projects jointly identified by the resettled community, the concerned LGU, and other stakeholders, through the LIAC, such as, but not limited to:

### **6.2.1.1. Peace and Order:**

- a) Maintenance and improvement of Existing Barangay Outposts;**
- b) Procurement and installation of CCTVs;**
- c) Procurement and installation of Street Lights;**
- d) Maintenance of Patrol Vehicles; and**
- e) Procurement of Peace and Order Equipment and Supplies (see Annex A)**

### **6.2.1.2. Disaster Preparedness:**

- a) Construction or improvement of evacuation center/s, multi-purpose hall, health center, and other facilities within the resettlement site; and**

- b) Purchase of essential tools and equipment for early preparation and response during calamities and other natural and man-made hazards (see Annex A)

**6.2.1.3. Solid Waste Management:**

- a) Purchase of equipment for the operationalization of Materials Recovery Facilities (see Annex A); and
- b) Other relevant projects in accordance with the DILG Memorandum Circular No. 2018-112 to be used within the resettlement sites

**6.2.2. Transitional Fund Support** - The fund seeks to support the receiving LGUs in providing the necessary basic social services, assistance for community development, livelihood and employment as well as to subsidize operational costs of community facilities and vehicles (see Annex A).

**6.2.2.1. Wages/Honoraria for Community Workers:**

Augmentation for wages/honoraria of community workers (hired and volunteer residents from their respective resettlement sites) such as *lupong tagapamayapa*, health workers, tanods, garbage collectors, street sweepers, drivers, and other personnel whose services are directly related to the management of the resettlement project which must be included in the RAP. The use of the funds shall not be limited or exhausted on a "one-time, big-time" scale, or a single program/activity.

**6.2.2.2. Operation and Maintenance of Community Facilities and Vehicles** such as:

- a) Power and water supply for community facilities, including application for connection of said utilities;
- b) Gasoline for fire trucks, dump trucks, patrol cars, ambulance; and
- c) Maintenance and minor repairs of facilities and vehicles.

**6.2.2.3. Community Development Assistance Fund (CDAF):**

Community-based capacity-building activities that are not covered by regular DILG programs and the procurement of necessary items can be supplemented through this fund (see Annex A).

**6.2.2.4. Access to Capital:**

The fund shall provide start-up capital to support the operationalization of identified and approved livelihood projects of

the Start-up Entrepreneurs (RG-SE) through the Resettlement Governance – Sustainable Livelihood Program.

The RG-SLP Operations Manual is created to ensure the proper implementation of the program.

## **7. Institutional Arrangements (Roles and Responsibilities)**

The DILG, through the concerned Regional Office shall:

1. Conduct a pre-qualification assessment on LGUs based on the following eligibility criteria:
  - a. Presence of any of the identified priority resettlement sites for ISFs from the NCR under the Php 50 Billion Alternative Housing Program and Peoples' Proposals (AHPPP) Fund;
  - b. Established Local Housing Office (LHO) or at the minimum, a designated local housing officer who shall coordinate, monitor, and ensure the efficient implementation of plans and projects;
  - c. Established LHB or if there is none, a LIAC/PCIAC focused on resettlement programs, with membership from the concerned barangay/s, and with at least 50% representation from the homeowners' associations or sectoral/peoples' organizations that are based in the priority resettlement sites. It is, however, at the discretion of the LGU to create a LIAC specifically focused on the concerns of the established resettlement sites, despite already having an established LHB;
  - d. Established sub-committee on livelihood or Public Employment Service Office (PESO)/focal person;
  - e. Registered HOA or sectoral/peoples' organizations or its equivalent in the resettlement sites;
  - f. Established LPMC in the case of Regions III and IV-A, and a PCIAC for in-city resettlement sites of the NCR, in each resettlement site that shall oversee the implementation of the projects in their respective communities
  
2. Collect, review, and approve submitted project proposals based on the standards set forth in these guidelines. When there are concerns or issues that cannot be resolved by the regional office, it shall not yet approve the same. Instead, it shall endorse the project proposal and/or technical designs to the RG-PMO within 3 days from receipt thereof. If the RG-PMO also cannot resolve the matter on its level, the proposal will be forwarded to a DILG Bureau with expertise on the matter for review within 5 days upon receipt thereof. Said DILG Bureau shall make a recommendation on the



matter for approval of the Secretary of the Interior and Local Government.

3. Facilitate the conduct of the capacity building activities and provide technical assistance when necessary to the LGUs and their partner community organizations in the resettlement sites.
4. Release the funds to the LGUs upon compliance with the following documentary requirements:
  - a. Approved project proposal with corresponding attachments such as technical design, physical and financial workplan, etc.;
  - b. Signed Memorandum of Agreement (MOA) between the DILG RO and the concerned LGU;
  - c. *For LGUs that have previously availed of the 2017 RGAF but have **not** fully utilized the fund or have **not** completed all projects funded under the 2017 RGAF:*
    - i. A catch-up plan, duly signed by the Local Chief Executive (LCE), with a corresponding timeline of implementation on top of their RAP to facilitate the immediate completion of the delayed project(s); and
    - ii. Physical and Financial Status Reports duly signed by the LCE
  - d. *For LGUs that have previously availed of the 2017 RGAF and **have fully utilized the fund or have completed all projects funded under the RGAF:***
    - i. A Project Summary Report/Terminal Report showing financial and physical accomplishments and outputs of the project/s, and relevant learning areas encountered throughout the project implementation.
5. Monitor the implementation of the approved projects and in doing so:
  - a. Assist the proponent HOA/LGU in complying with the reportorial requirements of the Program. A template/format has been provided by the RG-PMO (*See Annex B*);
  - b. Conduct regular spot-checks/inspections of the approved projects;
  - c. Attend regular LIAC (or equivalent) meetings; and
  - d. Collect, consolidate, and submit monthly physical and financial reports to the DILG, through the RG-PMO (*See Annex C*)
6. Submit the necessary terminal report, including liquidation of funds, to the DILG, through the RG-PMO, upon project completion./

The proponent LGU shall:

- a. Comply with the documentary requirements set forth in these guidelines and submit the same to the DILG Regional Office;
- b. Submit corresponding eligibility requirements set forth in these guidelines to the DILG Regional Office (*See Annex B*);
- c. Prepare, in consultation with the concerned community associations, LPMC and LIAC, a comprehensive project proposal with corresponding technical designs, physical and financial workplan, timeline of implementation, among others, and submit the same to the DILG Regional Office;
- d. Sign a MOA with the DILG Regional Office for the implementation of the approved project proposal and the subsequent transfer of funds;
- e. Maintain the Trust Account which has been put up for the RGAF;
- f. Immediately notify and seek the approval of the DILG Regional Office Focal Person should there be proposed revisions in the approved project proposal;
- g. Provide counterpart fund support leveraged from its own local funds for project components which shall not be covered by the RGAF;
- h. Comply with the monitoring and reportorial requirements of the Fund (*See Annex C*);
- i. Regularly convene the LHB/LIAC/PCIAC/LPMC/Sub-Committee on Livelihood to fast track the implementation of the approved projects under the RGAF;
- j. Establish a grievance mechanism through its LHB/LIAC/PCIAC/LPMC/Sub-Committee on Livelihood, to immediately resolve conflicts and issues among project stakeholders relative to the implementation of the approved projects.

## **8. Monitoring and Evaluation System and Tools**

The monitoring of the projects and activities under the RGAF will be a joint undertaking of the DILG RG-PMO, Regional, Provincial and Field Offices and the LGUs through the LIAC and PCIAC. It shall cover all activities/projects both under the technical and financial assistance provided to the LGUs.

Some of the activities to be conducted are:

- 1. Site Inspection.** Refers to spot check and site visitation activities to monitor the actual implementation of projects. This will also validate the

LGU's reported status of accomplishments and shall be periodically conducted by the DILG Regional Office and RG-PMO.

- 2. Monthly Reporting.** Monthly reports prepared by the LGUs will be submitted to the DILG Regional Offices for consolidation and endorsement to DILG RG-PMO.
- 3. Mid-year and Year-end Assessments.** These activities will be facilitated by the DILG RG PMO together with the Regional Offices and LGUs.
- 4. Assessment, evaluation, and other related activities.** Any assessment or evaluation by any external institution such as other NGAs, NGOs or private sector will be done in coordination with the DILG, and the result of which shall be subject to the validation of the latter.

Further, the DILG RG-PMO shall prepare the M&E tools and provide a copy thereof to the DILG Regional Offices as well as the LGUs through the latter's respective LIACs and PCIACs. The following are:

**Form 1: Monitoring Tool on LGU Compliance of Documentary Requirements**

Form 1 outlines the documentary requirements that will also assess the LGU's readiness to proceed with the availment of the RGAF. Form 1 shall be filled out by the DILG Regional Office and submitted to the DILG RG-PMO prior to the download of funds (one month before the target downloading of funds) (*see Annex B*).

**Form 2: Monthly Status Report of the LGU**

Form 2 documents the status of implementation of the RGAF program. This form is to be filled out by the LGU. The LGU will determine its focal person for accomplishing this form. This will be consolidated by the DILG Regional Office and submitted to the DILG RG-PMO not later than the 5<sup>th</sup> of the succeeding month (*see Annex C*).

**Form 3: RG-SLP Tracker**

Specifically for RG-SLP, the RG-SLP Operations Manual was developed to guide LGUs in implementing and monitoring the RG-SLP activities in the resettlement sites. Each SE shall create and maintain its own monitoring system of all business transactions and the minutes of any meetings using the prescribed tools stated in the manual. Form 3 simply reflects the net income and working capital of the RG-SEs. This form will be accomplished by the LGU after consolidating the RG-SEs' submitted monthly reports. The RG-SLP Tracker will be consolidated by the DILG RO and submitted to the DILG RG-PMO not later than the 5<sup>th</sup> of the succeeding month.

**Form 4: Project Summary Report/Terminal Report**

This is a consolidation of all submitted Monthly Reports for the entirety of the project implementation. It shall be accomplished by the DILG RO for submission to the DILG Central Office through the RG-PMO at the end of the project implementation and/or every year-end. The accomplished form shall provide a simple illustration of the overall fund utilization ✓

major accomplishments and outputs of the project/s, and relevant learning areas encountered throughout the project implementation.

The outline of which might include the following parts:

- (1) Executive Summary;
- (2) Project or Activity Proceedings which refers to the monthly status updates;
- (3) Observations and/or Recommendations; and
- (4) Attachments such as but not limited to: Project Proposal, Technical Design, Liquidation Report, Inspection Report, Minutes of the Meeting, Attendance, Advisory/Memo, Photo Documentation, copy of Official Receipts and others.

## **9. Penal Provisions**

The DILG is authorized to execute sanctions such as:

Terminate, cancel, or suspend the implementation of the project in the following instances:

1. Non-compliance of LGUs to project processes, standards and requirements;
2. Corruption and fraudulent practices;
3. When situations/circumstances make it improbable for the carrying out of the project; and
4. Upon request of the LGU, in case the project is partially or fully cancelled due to the fault of the LGU or its functionaries, the LGU shall be obliged to return the unexpended balance of the released portion of the funds or the pertinent portion related to the cancelled component of the project.

Suspend and withhold the release of funds if any of the following occurs:

1. The DILG, during the conduct of M&E activities determines that the LGU or the agent of the LGU is performing unsatisfactorily in the implementation and execution of the projects or in the event that substantial slippage in implementation is incurred;
2. Extraordinary conditions such as *force majeure*, fortuitous events and the like which shall make it necessary to suspend the implementation of the projects; and
3. The LGU will be given a period of one (1) to resolve the issue, improve performance or remedy the situation. Termination is the final recourse if the LGU, having been duly notified, does not make any effort to institute measures that will address issues at hand ✓

## **10. Annexes**

Annex A. Other Tools/Equipment/Supplies/Activities that can be supplemented through the RGAF


Annex B. Monitoring Tool on LGU Compliance to Documentary Requirements



Annex C. RGAF Monthly Status Report

### 11. Effectivity

This Memorandum Circular shall take effect upon signing, following its posting on the DILG website. The validity of the RGAF shall be one (1) year upon the downloading of funds from the DILG Regional Offices to the concerned LGUs as per the National Budget Circular no. 577 released by the Department of Budget and Management.

### 12. Approving Authority

  
**EDUARDO M. AÑO**  
Secretary

   
DILG-08EC 11052018-08114

### 13. Feedback

Inquiries concerning the document should be directed/ addressed to the DILG Office of the Undersecretary for Operations through the Resettlement Governance - Project Management Office (RG-PMO) or email at [dilgresettlementgovernance@gmail.com](mailto:dilgresettlementgovernance@gmail.com) for appropriate action. ✓

**Annex A. Other Tools/Equipment/Supplies/Activities that can be supplemented through the RGAF**

Augmentation Fund Support			Transitional Fund Support
Peace and Order Equipment and Supplies	Disaster Preparedness Tools and Equipment	Solid Waste Management Equipment	Community Development Assistance Fund (CDAF)
<p>1. Equipment for Barangay Tanods such as:</p> <ul style="list-style-type: none"> <li>a. Communications equipment (radios, etc.)</li> <li>b. Whistles</li> <li>c. Megaphones</li> <li>d. Flashlights</li> <li>e. Raincoats</li> <li>f. Rainboots</li> <li>g. Notebooks and ballpens</li> <li>h. First aid kits</li> </ul> <p>2. Uniforms for Barangay Tanods (as prescribed by the Department)</p> <p>3. Equipment for Patrol Vehicles such as:</p> <ul style="list-style-type: none"> <li>a. Public address systems</li> <li>b. Communications equipment (radios, etc.)</li> <li>c. Dash cameras</li> </ul>	<p>1. Tools and equipment such as:</p> <ul style="list-style-type: none"> <li>a. Communications equipment (radios, etc.)</li> <li>b. Modular tents</li> <li>c. Blankets and mosquito nets</li> <li>d. Early warning devices</li> <li>e. Megaphones</li> <li>f. Combi tools</li> <li>g. Chainsaws</li> <li>h. Rubberboats</li> <li>i. Spine boards</li> <li>j. Lifebuoys (<i>salva vida</i>)</li> <li>k. Life vests</li> <li>l. Reflectorized vests</li> <li>m. Raincoats</li> <li>n. Rainboots</li> <li>o. Rescue helmets</li> <li>p. Flashlights</li> <li>q. Ropes</li> <li>r. Ladders</li> <li>s. First aid kits and medicines</li> <li>t. Sanitary and hygiene kits</li> <li>u. Cookingware and utensils for community kitchens in evacuation centers</li> </ul> <p>2. Other rescue hardware, tools or equipment which are essential for early preparation and response during calamity and other natural and man-made incidents</p>	<p>1. Street cleaning equipment such as:</p> <ul style="list-style-type: none"> <li>a. Hard brooms</li> <li>b. Soft brooms</li> <li>c. Garbage bags</li> <li>d. Heavy duty gloves</li> <li>e. Leaf blowers</li> </ul> <p>2. Street cleaners' uniform and safety gear</p> <p>3. Garbage Collection equipment:</p> <ul style="list-style-type: none"> <li>a. Industrial grade garbage dumpsters</li> <li>b. Segregated garbage bins</li> <li>c. Hazardous waste collection bins</li> </ul> <p>4. Materials Recovery Facility equipment such as:</p> <ul style="list-style-type: none"> <li>a. Shredder</li> <li>b. Bio-reactors</li> <li>c. Composting-Pit materials</li> <li>d. Composting bins</li> </ul> <p>5. Solid Waste Management Signages (i.e. Collection schedule, segregation guide, etc.)</p>	<p>6. Scholarship and Educational Assistance</p> <p>7. Skills Enhancement and Development Trainings</p> <p>8. Trainings on Disaster Risk Reduction and Management, Disaster Preparedness, Solid Waste Management, and Peace and Order</p> <p>9. Health Awareness on Nutrition, Disease Prevention, Hygiene and Sanitation, Reproductive/Sexual Health, Medical Assistance, and other health-related activities</p> <p>10. Gender and Development Activities</p> <p>11. Children's Welfare Projects</p> <p>12. Youth Development Projects</p> <p>13. Expenses for or related to placing children in conflict with the law in child-care/reform centers/institutions (i.e. Bahay Pag-Asa)</p> <p>14. Senior Citizens and Person-with-Disability Welfare Projects</p> <p>15. Community Gardening and Greening Projects</p> <p>16. Improvement of Information and Communications Technology within the resettlement sites</p> <p>17. Establishment of a One-Stop-Shop processing center</p> <p>18. Support for job opportunities through the conduct of career fairs, and provision of subsidy for the processing of requirements for job application</p> <p>19. Other relevant projects for the improvement of the lives of the resettled communities, <u>that may be</u> identified by the community through the LPMC/LIAC/PCIAC</p>

**ANNEX B. MONITORING TOOL ON LGU COMPLIANCE TO DOCUMENTARY REQUIREMENTS**

Local Government Unit (LGU): \_\_\_\_\_

Resettlement site/s: \_\_\_\_\_

Prepared by (Name and designation) \_\_\_\_\_

Date prepared: \_\_\_\_\_

*Instructions: For columns a and c, write down the answer. For column b, please check (✓) the appropriate classification of the documents.*

Documents Required	Title of the Document (a)	On File (b)			Remarks (c)
		Original	Certified True Copy	Photo Copy	
<b>I. Presence of Local Structures and/or Special Bodies</b>					
1	Ordinance/EO on the establishment of the Local Housing Unit (LHU)				
2	Ordinance/EO on the designation of a Local Housing Officer (LHO)				
3	Ordinance/EO on the establishment of the Local Housing Board (LHB)				
4	Ordinance/EO on the establishment of LIAC or PCIAC				
5	Ordinance/EO on the establishment a of Subcommittee on Livelihood or PESO				
6	Ordinance/EO on the establishment of LPMC for Regions III and IV-A, or PIAC for NCR				
7	Others, please specify: _____				
<b>II. RGAF Requirements</b>					

1	SB/SP Resolution expressing the interest to avail					
2	Project Proposal endorsed by LPMC/LIAC/PCIAC and approved by the Mayor which shall include the specific details of projects (see annex PP)					
5	Resettlement Action Plan (RAP)					
6	Others, please specify: _____					



**ANNEX C. RGAF MONTHLY STATUS REPORT**

Local Government Unit (LGU): \_\_\_\_\_

Resettlement site/s: \_\_\_\_\_

Amount downloaded: \_\_\_\_\_

Prepared by (Name and designation) \_\_\_\_\_

Date prepared: \_\_\_\_\_

*Instruction: Please provide details of the following:*





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RESETTLEMENT GOVERNANCE ASSISTANCE FUND (RGAF) OF FY 2019  
TO LOCAL GOVERNMENT UNITS (LGUs) WITH RESETTLEMENT SITES  
IN REGIONS III, IV-A AND THE NATIONAL CAPITAL REGION (NCR)**

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**MEETINGS AND PARTNERSHIPS**

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*Instructions: Please check (√) whether or not the activity was conducted. Provide details in the last column.*

Meetings and other activities	Conducted		Brief Discussion of the Agreements
	Yes	No	
1. LIAC/PCIAC meeting			a. b. c.
2. LPMC meeting			a. b. c.
3. Subcommittee on Livelihood			a. b. c.
4. Others, please specify: _____			a. b. c.



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**ATTACHMENTS**

*Instructions: Please check (✓) the appropriate item. Provide details in the remarks column if needed.*

<b>DOCUMENTARY REQUIREMENTS</b>	
<b>Attached Documents</b>	<b>Remarks</b> <i>(Note if original, certified true copy or photocopy)</i>
<input type="checkbox"/> Technical Plan	
<input type="checkbox"/> Activity Proposal	
<input type="checkbox"/> Request Letter/ Modification Letter	
<input type="checkbox"/> Site Map	
<input type="checkbox"/> NHA Certification or Certification from LGU	
<input type="checkbox"/> Authority to Purchase	
<input type="checkbox"/> Proof of Ownership	
<input type="checkbox"/> Deed of Donation/ Deed of Transfer of Acceptance	
<input type="checkbox"/> Hazard Map	
<input type="checkbox"/> Zoning Certificate	
<input type="checkbox"/> Barangay Resolution	
<input type="checkbox"/> Development Plan	
<input type="checkbox"/> Building Permit	
<input type="checkbox"/> Inspection/ Visitation Report	
<input type="checkbox"/> Certificate of Completion	
<input type="checkbox"/> Certificate of Turnover	
<input type="checkbox"/> Terminal Report	



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<input type="checkbox"/> Purchase Request/Order	
<input type="checkbox"/> Obligation Request	
<input type="checkbox"/> Delivery or Contract of Services	
<input type="checkbox"/> Voucher and/or Payroll	
<input type="checkbox"/> MOA between LGU and CSEs	
<input type="checkbox"/> LGU Tracker for RG-SLP	
<input type="checkbox"/> CSEs Monthly Report	
<input type="checkbox"/> Others, _____ please specify:	