

# Devolution Transition Plan

LOCAL GOVERNMENT UNIT OF  
SAN FERNANDO, CAMARINES SUR



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## Message from the Local Chief Executive

### ALL ROADS LEAD TO SAN FERNANDO!

It is with distinct privilege to have had the opportunity to map out the development blueprint in this part of the Province of Camarines Sur when I served as Provincial Administrator in the Province of Camarines Sur years back. The blueprint included criss-crossing highways which all pass by our beloved Municipality. These however, present only opportunities which we have to capitalize on. We need economic programs, modern technology and local infrastructure to complement the economic inroads already thriving in our midst.

The significant increase in our local resources starting fiscal year 2022 through the National Tax Allocation (NTA) brought about by the Mandanas Ruling of the Supreme Court will certainly be of great help to enable us grab the economic opportunities already in place. With the additional devolved services from National Government Agencies (NGA's), we will continue to prioritize empowering basic sectors through infrastructure, livelihood opportunities, and farming technologies. We shall improve on enabling services on education health and welfare services. We cannot afford to squander these great opportunities and we look forward to a more progressive San Fernando in the near foreseeable future.

Let me therefore offer humbly to my constituents this Municipal Devolution Transition Plan (DTP) which contain this Administration's clear roadmap in realizing our mutually shared vision for our locality. This complies the directive in Executive Order No. 138 and the DBM-DILG Joint Memorandum Circular No. 2021- 01 mandating us to come up with definite plan to phase assumption of devolved services.

**AREGLADO, SAN FERNANDO!**



  
**FERMIN M. MABULO**  
Municipal Mayor



Republic of the Philippines  
Province of Camarines Sur  
Municipality of San Fernando

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## OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG BAYAN OF SAN FERNANDO, CAMARINES SUR HELD ON NOVEMBER 11, 2021 AT THE SANGGUNIANG BAYAN SESSION HALL.

### Resolution No. 2021-125

**RESOLUTION APPROVING THE DEVOLUTION TRANSITION PLAN OF THE MUNICIPALITY OF SAN FERNANDO, CAMARINES SUR, PROVIDING THIS LOCAL GOVERNMENT WITH A ROADMAP TO ENSURE STRATEGIC, SYSTEMATIC, AND COHERENT ACTIONS TOWARDS THE FULL IMPLEMENTATION OF FUNCTIONS, SERVICES AND FACILITIES TO BE FULLY DEVOLVED BY NATIONAL GOVERNMENT AGENCIES (NGA'S) CONCERNED, STARTING IN FY 2022.**

**WHEREAS**, Section 25, Article II of the Constitution provides that the State shall ensure the autonomy of local governments;

**WHEREAS**, Section 6, Article X of the Constitution provides that local government units (LGUs) shall have a just share, as determined by law, in the national taxes which shall be automatically released to them;

**WHEREAS**, Section 2 (a) of the Local Government Code (LGC) of 1991 (Republic Act No. 7160) provides that the State shall provide for a more responsive and accountable local government structure instituted through a system of decentralization whereby local government units (LGUs) shall be given more powers, authority, responsibilities and resources. The process of decentralization shall proceed from the national government (NG) to the local government units LGUs;

**WHEREAS**, Section 3 (d) of the LGC further provides that "the vesting of duty, responsibility, and accountability in local government units shall be accompanied with provision for reasonably adequate resources to discharge their powers and effectively carry out their functions; hence, they shall have the power to create and broaden their own sources of revenue and the right to a just share in national taxes and an equitable share in the proceeds of the utilization and development of the national wealth within their respective areas";

**WHEREAS**, the Supreme Court (SC) decision in the consolidated cases of Congressman Hermilando I. Mandanas, et al. vs. Executive Secretary Paquito N. Ochoa, Jr. et al. and Honorable Enrique T. Garcia, Jr. vs. Executive Secretary Paquito Ochoa, et al. clarifies the basis for the computation of local government shares and ordered the national government to include all collections of national taxes in the computation of the base amount for the just share of LGUs;

**WHEREAS**, Executive Order No. 138, s. 2021 orders the full devolution of functions, services, and facilities by the national government (NG) to Local Government Units (LGUs) no later than the end of FY 2024. These shall include those devolved responsibilities indicated in Section 17 of RA 7160 and in other existing laws which subsequently devolved functions of the NG to LGUs. These fully devolved responsibilities shall be funded from the share of the LGUs in the proceeds of the national taxes and other local revenues;

**WHEREAS**, Section 10 of Executive Order No. 138, s. 2021 orders all local governments to prepare their Devolution Transition Plans (DTPs) in close coordination with the NGAs concerned especially with regard to devolved functions and services that are critical to them;

**WHEREAS**, the DBM-DILG Joint Memorandum Circular (JMC) No. 2021-01 dated August 11, 2021 requires all LGUs to prepare their DTPs to ensure a strategic perspective and systematic and coherent actions towards their full assumption of devolved functions and services starting in FY 2022;

**NOW THEREFORE**, on motion of Councilor Cora June B. Lagasca-Solano and duly seconded by all members present, be it;

**RESOLVED**, as it is hereby resolved, to approve the Devolution Transition Plan providing the Local Government with a roadmap to ensure strategic, systematic, and coherent actions towards the full implementation of functions, services, and facilities to be fully devolve by national government agencies concerned starting in FY 2022.

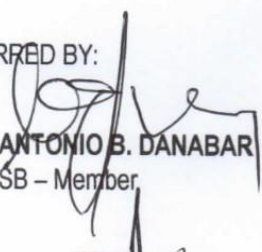
**RESOLVED FURTHER**, that copies of this Resolution be furnish to the Honorable Mayor Fermin M. Mabulo, the members of the Devolution Transition Committee, NGAs concerned and the local office of DILG.


**UNANIMOUSLY APPROVED.** November 11, 2021

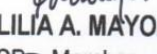
I HEREBY CERTIFY to the  
Correctness of the foregoing resolution


  
**NOEL PORTUGUEZ**  
Secretary to the Sanggunian

CONCURRED BY:

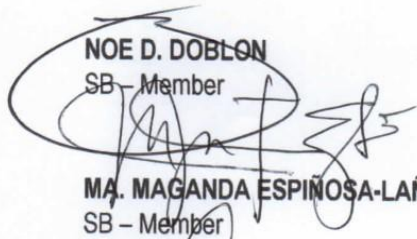
  
**ANTONIO B. DANABAR**  
SB - Member

  
**ROFERTH DA. DAYAO**  
SB - Member

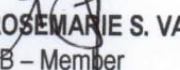
  
**LILIA A. MAYORES**  
SB - Member

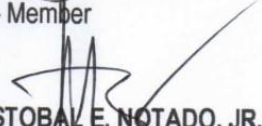
  
**CORA JUNE B. LAGASACA-SOLANO**  
SB - Member

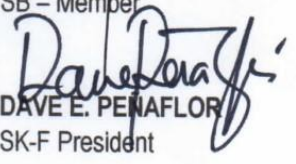
  
**WILLIAM F. MASAPOL**  
Liga President

  
**NOE D. DOBLÓN**  
SB - Member

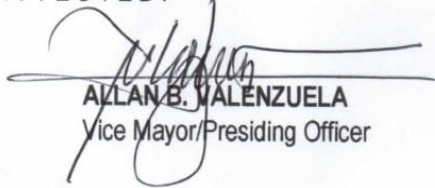
  
**MA. MAGANDA ESPINOSA-LAÑADA**  
SB - Member

  
**ROSEMARIE S. VALE**  
SB - Member


  
**CRISTOBAL E. NOTADO, JR.**  
SB - Member

  
**DAVE E. PENAFLOR**  
SK-F President

ATTESTED:

  
**ALLAN B. VALENZUELA**  
Vice Mayor/Presiding Officer

APPROVED:

  
**FERMIN M. MABULO**  
Municipal Mayor

## BRIEF INFORMATION

The province of Camarines Sur consists of various agricultural domain primarily contribute on the cultivation of domestic agrarian products ranging from seasonal to perennial crops. The majority of municipalities of the province adapt numerous farming practices which includes subsistence farming, commercial farming as well as extensive farming that depends on the season of the state. With boosting effort and prevailing natural resources, the province has majorly provide wide array of programs and projects to support the agricultural characteristics of the region.

As part of the agricultural domain of Camarines Sur, the municipality of San Fernando covers a part of more than five thousand square kilometers of the land area of the province. The municipality is blessed by various and numerous forms of land bodies like mountain ranges usually sheltered with diverse variety of forest products as well as arable lands suited for large variety of agricultural yields ranging from different kinds of communal harvests, seasonal produce, and high value crops. It also consists of lengthy range of shorelines which outlines the coastal areas of San Fernando and producing a large quantity of marine and aquatic resources usually vended in the poblacion or nearby municipalities. With these finite natural resources, the inhabitants of the municipality attained a staple and permissible source of their basic necessities.

The municipality has developed in various aspects especially focusing on the physical features that brought economic growth amongst the residents of the area. With institutional and legislative development, the San Fernando has proven its competitiveness and adaptation to the unceasing and unparalleled changes which were usually partaken and experienced by a developing municipality. This necessary advancement was part of the municipality's track in addressing the demands of its citizen and the challenge that will be brought by urbanization in the near future.

With recent efforts of different government administrations, the municipality of San Fernando has been continuously revolutionized and transform into a place befitting for settlement. The advances of technology, the population growth as well as the economic competition played a great role on the formulation and implementation of various ordinances, programs and projects which will benefit the municipality and its residents. Additionally, these transitions which were also experienced by other developing municipalities have been transpired and may lead to a negative impacts and adverse repercussions on both sociological and economical aspect of the municipality.

With this realization, San Fernando has to take essential developmental plans and strategies for the challenges pertaining to the persistent urbanization of the municipality. One approach of development is the Agropolitan concept or "Agropolis", coming from two Greek words "agro" which means agriculture and "polis" which means city. Agropolitan development means developing people, agriculture products (both production and productivity), market shares, developing existing institutional farming through consultation training and equipment for production and post-production, and also through building proper public facilities (e.g. production road, market building, production house, storage house, etc) which were essential on elevating and boosting agro-economic welfare in the municipality. Agropolis is a strategy of integrating advancement of technology and development of the municipality yet sustaining the environment. The municipality has great potentials for this type of development primarily because of its wide region of agricultural lands and wide range of natural resources.

Other than sustaining the environment, it will also promote and "cultivate" agricultural produce and harvests. Its development will eliminate or prevent the migration of people from the rural to the metropolis thus decongesting nearby municipalities and city, specifically Naga City. This development will nurture the environment yet heeds the call for progress without hurting nature. Furthermore, San Fernando will be a preferential source of the agricultural products of nearby municipalities and cities, thus developing and expanding the economic growth of the municipality. The Agropolitan development will not only decongest metropolis but also employ barren lands for productive use. This will open more opportunities for jobs, business, and tourism potentials.

As the realization of the goal to make San Fernando a Premier Agropolis of Camarines Sur, current efforts by both the municipal government and its empowered citizenry are now directed towards making the municipality the Camarines Sur Agropolis. With the various ordinances and developmental plans as well as the integration of environmental stability and urbanization strategies, and the climate change and disaster risk adaptability and resilience plan execution, the dream of the municipality is one step closer to reality. The Municipal Government of San Fernando under the leadership of Mayor Fermin M. Mabulo will continue to play important roles in meeting the municipal population's basic needs as it continues to work towards making San Fernando become more than just a third rate municipality but the Camarines Sur's Premier Agropolis that will be known also for its beauty, caring and nurturing qualities.

In partnership with the private, civic, academic, professional and business sectors, San Fernando is now intensifying programs, projects and activities that address urbanization and the problems associated with it. It is responding to the problems on in-migration, blight, sprawl, environmental stress, low economic productivity, slum area expansion, unemployment, underemployment, inadequate basic services and vulnerabilities to climate change impacts and disaster risks.

## HISTORICAL BACKGROUND

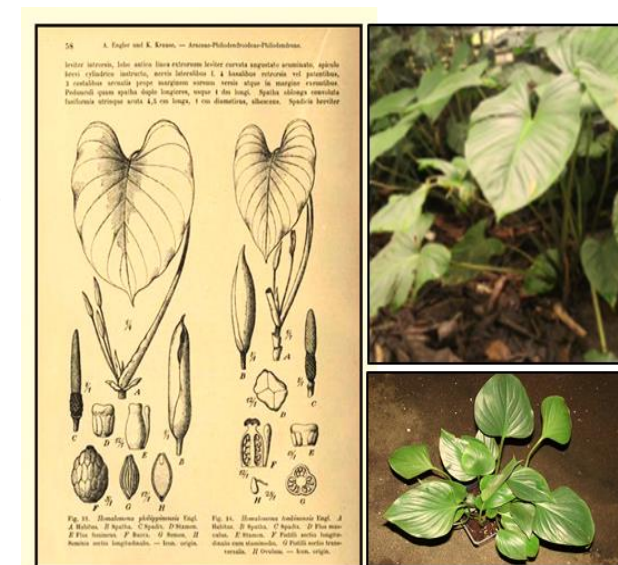
Accounts from historical documents found in the National Archives were stating that during the Spanish Colonization, originally, that this place was called MAYAOPAYAON – a dialect from the word PAYAO (*Homalomena philippinensis*), an indigenous “gabi” plant with a peculiar odor and endemically blooming along the banks of River Cadlom (now part of Bicol River).

Since 1579, during the Spanish time, this place was part of the “visita” (barrio) of Beberon of “pueblo” (town) of Milaor and of the province of Ambos Camarines (known today as Camarines Province) with a Patron Saint San Fernando where it got its name.

Beberon was two kilometers eastward. Hard-pressed by water supply and by rapid increase in population, almost all residents migrated to this place and started constructing roads along the river banks. They even build a new chapel for their most revered San Fernando in a lot donated by Don Ponciano Flordeliza.

In 1810, the union of the natives of the four settlements of Beberon, Binanayan, Balogo and Lupi, along with the Deputies of the Council of Principals petitioned the Ecclesiastical Hierarchy and the Provincial Government for a complete separation from its mother town, the Pueblo of Milaor. Foremost reasons were distance and inconvenience during rainy days wherein travelling was impossible where only via banca or boat can be used to affiliate their spiritual and business transactions.

With the favorable recommendation of Alcalde Mayor Francisco Javier de Velasco to the Very Illustrious Lord Don Manuel Gonzales, this place became a municipality on October 2, 1810 with Jacinto Felipe Clemente as the first Capitan del Pueblo. And this time was during the reign of Lord Ferdinand VII under Charles IV, King of Spain. Likewise, on January 1, 1813, the Ecclesiastical Authorities erected this town into a Parish with St. John the Baptist as patron whose feast day is celebrated on the 24th day of June in whilst the Foundation Anniversary of the Municipality on the 2<sup>nd</sup> day of October.



## The Miracle

During the migration of almost all the residents of Beberon to this place due to lack of water supply and increase in population, they build a new chapel for their most revered saint the SAN FERNANDO.

Now, to transfer the image of San Fernando to this new chapel, there were assigned a strong a husky men to carry. But as they tried with all their strength and ingenuity, they could not lift up the image much less move even for an inch.

Afraid to incur the ire of their Patron, the old folks prayed fervently and made a promise that a procession would escort the image.

As promised before the procession, again bigger men attempted to lift up the image but they found it to be too heavy. The old folks decided to entrust the image to image to the children. A miracle happened before everyone. Without exerting too much effort, these were able to lift up the image and carry it finally to the new chapel. Everybody went home with the happy taught that San Fernando was appeased long last.

However, the image was nowhere to be found the next day, the altar remain bare as before. So they search every corner of the chapel and neighborhoods, still they found nothing. When the search was at its height, an inhabitant from the former place informed them that the image was back in its old chapel.

Again the people thought that for these miraculous happenings, San Fernando does not wish to leave his home. For getting too heavy and sudden disappearance were meant that his dearest wished was to remain there forever.

To solve their problem, they just decided to install another patron saint to the new chapel and this was SAINT JOHN THE BAPTIST. But retaining SAN FERNANDO as the official name for their town as duly recognized by the Provincial Government on October 2, 1810.

*St. John the Baptist*

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The Teniente del Barrio of Beberon, Juan Mata had a very beautiful daughter. Many were attracted to her beauty even among the moros who lived around the mountains and that he did not like that his daughter will be married to a moro. He is also religious that he takes a possession of an image that bears his name, St. John the Baptizer.

This image is his personal and favorite saint. However, on that time, moros were powerful enough and planned an attack to the Teniente's family. Juan Mata decided to request a security and assistance from the Capitan del Pueblo of Milaor. Unfortunately, due to lengthy distance and appalling situation, the Capitan could not grant the request of Teniente Mata. With this series of events, the Teniete's family, along with other residents of Barrio Beberon, evacuated and moved to the trifling region of Mayaopayaon or the San Fernando.

It is so happened that the considered leader of this place has a son named exactly the same as the Teniente. The son's leader, Juan, was indeed fell in love with the Teniente's daughter and not to long decide to get married. Immediately after the marriage, Juan Mata had no more fear for his daughter's safety and decided to go back to his former residence in Beberon. Coincidentally, the residents of the Mayaopayaon were still looking for a patron saint thus, he entrusted his image of St. John the Baptizer.

Juan also lived religiously like his father-in-law and the people of Mayaopayaon, known today as San Fernando, loved him even more their patron saint, ST. JOHN THE BAPTIST.



Figure 2. The St. John the Baptist Church in Recent



## DEMOGRAPHY

The Municipality has a total population of **38,626** persons based on the latest Philippine Statistics Authority (PSA) census 2020, with a density of 540 inhabitants per square kilometre or 1,400 inhabitants per square mile, It is higher by 3,368 compared with the population of 35,258 in 2015, and by 1,977 compared with the population of 33,281 in 2010. In the year 2020, the population of San Fernando would reach to almost 39 thousand. The urban population would comprise more than 19.74% while the rural population would comprise almost 80.26% of the total population. Shown in Table 1 is the population data by urban and rural barangay.

San Fernando has 22 barangays. Barangay Pamukid had the biggest population of 6,140 persons in 2020, and accounted for about 15.90% of the Municipality's population. It was followed by Barangay Lupi with 3,323, and Barangay Beberon with 2,944 persons. The combined population of these three barangays accounted for about a little bit more than 32.12% of the population of San Fernando in 2020. Barangay Calascagas was the smallest barangay in 2020, in terms of population size with 577 persons. It was followed by Barangay Tagpocol with 671 persons.

According to the Philippine income classification for provinces, cities and municipalities San Fernando is a 4th class municipality. The urbanization status of this municipality is classified as partly urban.

### POPULATION OF SAN FERNANDO BY BARANGAY (BASED ON 2000, 2010, 2015 AND 2020 CENSUSES)

BARANGAY	PSA POPULATION CENSUS			
	2000	2010	2015	2020
<b>Urban</b>				
1. Bonifacio (Pob.)	1,952	2,203	2,234	2,407
2. Buenavista (Pob.)	1,439	1,440	1,544	1,565
3. Del Pilar (Pob.)	1,418	1,571	1,687	1,759
4. Rizal (Pob.)	1,137	1,355	1,356	1,534
<b>Sub-total</b>	<b>5,946</b>	<b>6,569</b>	<b>6,821</b>	<b>7,265</b>
<b>Rural</b>				
5. Alianza	1,596	1,677	2,035	2,243
6. Beberon	2,109	2,594	2,682	2,944
7. Bical	653	969	817	874
8. Bocal	552	689	684	666
9. Calascagas	395	480	517	577
10. Cotmo	746	962	991	1,100
11. Daculang Tubig	458	664	719	844
12. Gñaran	686	886	865	1,085
13. Grijalvo	1,899	2,148	2,207	2,462
14. Lupi	2,111	2,608	3,077	3,323
15. Maragñi	1,064	1,155	1,289	1,383
16. Pamukid	3,724	5,273	5,623	6,140
17. Pinamasagan	684	837	771	854
18. Pipian	892	1,161	1,159	1,240
19. Planza	1,694	1,938	2,213	2,455
20. San Joaquin	618	813	790	955
21. Santa Cruz	1,064	1,271	1,402	1,545
22. Tagpocol	542	587	596	671
<b>Sub-total</b>	<b>21,487</b>	<b>26,712</b>	<b>28,437</b>	<b>31,361</b>
<b>TOTAL</b>	<b>27,433</b>	<b>33,281</b>	<b>35,258</b>	<b>38,626</b>

## GEOGRAPHICAL LOCATION

San Fernando is geographically located at 13°43'00.223 North Latitude and 123°08'36.940 East Longitude. It is bounded on the North by Municipality of Gainza, on the Northwest by the Municipality of Pamplona, on the Southwest by the municipality of Pasacao and Pamplona, on the East by the municipality of Minalabac and on the South of Ragay Gulf. It is traversed by the maharlika Highway and is only eight (8) kilometers away from the City of Naga.

The Municipality of San Fernando is prone and vulnerable to natural hazard such as typhoon, floods, landslide, and earthquake. It is also prone to a manmade emergencies like fire and water contamination with resulting effects on lives and properties

## LAND AREA

The Municipality's total land area, based on DENR records, is 8,271.46 hectares (ha) or 82.71 square-kilometers (km<sup>2</sup>) inclusive of the 78.03-hectare contested area with the Municipality of Milaor. For purposes of calculation of population density, the area used is 7,872.26 hectares. With a total of population of 36,924 in year 2018, the gross population density of the municipality is computed at 469 persons per square kilometer (p/km). The Municipal territory encompasses 8,271.4628 hectares and is politically subdivided into 22 barangays.

GIS calculated land area based on the Municipal Assessor's Cadastral map is used. The total land area of the Municipality is 8,308.55 hectares inclusive of the 1,039.6-hectare forestland and 140.62-hectare area claimed with the Municipality of Pasacao.

## CLIMATE

The Climate of the Municipality is classified as type 4 with no pronounced dry or wet season. Rainfall is more or less evenly throughout the year Three (3) wind directions prevail in the area, the Northeast Monsoon (Amihan) generally starts during the months of November to February while the Southwest Monsoon (Habagat) generally starts during the month of June and ends in September. The East Northeast Monsoon, on the other hand, prevails during the months of February, March, April, and May. February, March, and April are relatively dry months. The rest are the rainy months. San Fernando is considered in the Type B rainfall category. This is characteristically humid with rains evenly distributed throughout the year. The month of August, September, October, November, December, and January are considered typhoon months.

## SOILS

More than half of the Municipality is underlain by Faraon clay. It is common along with the hilly, mountainous and coastal areas. This topsoil is characterized by its black color, which may be attributed to organic matter. Coconut, corn, cassava, banana and other fruit trees grow well in this soil.

Pili clay loam is found at the flatter slopes of the Municipality, the riceland areas. This type of soil is highly suitable for rice production and is commonly found in the floodplains or the wetland areas of Camarines Sur. Shown in Figure 8 is the basic soil classification map of San Fernando based on the 2014 Soil Map of the BSWM.

Pili clay loam soil composition of coarse-medium texture is near the Cut-off Chanel in barangays Santa Cruz, Del Pilar, and Buenavista. This is most often the characteristic of frequently water-logged soil. Pili clay loam-medium textured soils are characteristic of the highly-productive agricultural lands in the Municipality. These can be found in barangay Planza, Bonifacio, Rizal, Beberon and portion of Pamukid and Lupi.

Faraon clay of medium textured soil is a characteristic of slopes of 18-30% or the rolling terrain. This is mostly found in Alianza, San Joaquin, Grijalvo, Lupi, Bocal, Tagpocol, Daculang Tubig, Gñaran, Pinamasagan, and Cotmo. Faraon clay soil texture in Maragñi is medium-fine, mainly because of its flatter slope.

Soils in San Fernando is further grouped into seven (7) types according to the taxonomy used by the Bureau of Soils and Water Management (BSWM). These soil types are Cumulic Humaquepts, Eutropepts, Lithic Haplustalfs, Lithic Haplustults, Mollic Tropaquepts, Ustic Tropustults and Vertic Eutropepts. They belong to the Food and Agriculture Organization (FAO) subgroups Gleyic Cambisols, Eutric Cambisols, Orthic Luvisols, Orthic Acrisols, Humic Acrisols and Vertic Cambisol, respectively.

## SLOPES

Slopes of 0-3%, or the level to nearly level terrain, cover the riceland areas of Planza, Sta. Cruz, Rizal, Bonifacio, Buenavista, Beberon and Lupi, and some portions of Calascgas and Maragñi. Slopes of 3-8%, or the gently sloping to undulating terrain, cover about half of the portions of Beberon and Lupi. Undulating to rolling terrain, or slopes of 8-18%, covers the portions of Alianza and Pamukid, Pipian, Tagpocol, and some portions of Lupi and Grijalvo.

Slopes 18-30%, or the rolling terrain, covers mostly the barangays of Bocal, Daculang Tubig, Maragñi, Calascagas, Bical, Gñaran, Pinamasagan, and Cotmo. Within the more than 18% slopes, coconuts are commonly grown. The Ragay Hills extend to this area owing to its mountainous topography. Steep to steep hilly terrain, or those slopes of 30-50%, are along the coast of Bical, Gñaran, Pinamasagan, and Cotmo. The more than 50% slopes or the very steep hilly to mountainous terrain are found in some portions of Maragñi and Daculang Tubig.

## GEOLOGY/ STRATIGRAPHY

There are five (5) major geological classifications in the Municipality. These are structures of Recent, Upper Miocene-Pliocene (sedimentary rocks), Pliocene-Pleistocene, Oligocene-Miocene, and Neogene rock formations.

Materials of Recent geological classification are found in the lowland portions of Planza, Sta. Cruz, Del Pilar, Bonifacio, Buenavista, and Rizal. These are of primary alluvial deposits covered by medium to fine and medium textured soils suitable for rice production.

Upper Miocene-Pliocene sedimentary rocks had underlain the soils of Planza, Pamukid, Grijalvo, Beberon, Lupi, Calascagas, Maragñi, Gñaran and Pinamasagan. The soilscape, originating from upland areas, is covered by medium to fine and medium textured soils which is suitable for cultivated annual crops such as rice and corn.

Pliocene-Pleistocene is the rock structure of Alianza, San Joaquin, Bocal, Tagpocol, Daculang Tubig, and Cotmo. Medium textured soilscape covered the hilly lands which are devoted to coconut and tree plantation.

Oligocene-Miocene underlain the soils cape of medium textured soils devoted to coconut and tree plantation. This can be found along the hilly land portion of Barangay Bical. Also found along the coast of Bical is Neogene rock formation.

## EXISTING LAND USES

Land use in the Municipality consists of eight (8) general categories based on the 2015 Land Cover Map of the National Mapping and Resource Information Authority (NAMRIA) and GPS validation by the LGU. These are **Brush/ Shrubs, Built-Up, Coconut, Grassland, Ricelands, Beach, Inland Water and Open Forest**.

**Brush and shrub** lands are land use comprising of tree and vines. The GIS computed area under this land use category is about 119 hectares (has) which is 1.43% of the total land area (TLA) of the Municipality.

**Built-up areas** are those lands used for settlement, commercial, industrial and other uses except those for agricultural production. It has a total area of 317 has or 3.82%.

**Coconut**, intercropped with root crops, cacao and coffee, and vegetable production Coconut, vegetables are cultivated perennial crops. It comprised the largest land use at 4,155 has or 50% of the total land area.

**Ricelands** are mostly in the plain slopes and lowland vegetation comprised of irrigated and rainfed rice lands. Plain slope upland areas are included in this category. This has a land area 2,620 has or 31.55% of TLA.

**Inland waters** in the Municipality are large bodies of waters such as the Cut-off Channel, the Agos River and the river in Barangay Sta. Cruz and Bical. It occupies a land area of 12 has or 0.15% of TLA.

## EDUCATION

On education, the municipality has a various institutions that are designed to provide learning spaces and learning environments for teaching. Currently, the municipality has 25 daycares, 22 primary schools (19-public, 3-private), and 5 secondary schools which provide education to almost 30% of the total populace of San Fernando. With the adoption of K-12 curriculum for education, the education of the municipality provides a better foundation for the next generation of working force of the community. Additionally, the municipality also supported Alternative Learning System which benefits the 13 years of age and above who are not in secondary school for them to pursue higher education. Also, the municipality, with the partnership on Technical Education and Skills Development Authority (TESDA), offered vocational courses in baking, basic electronics, hairdressing, cosmetics etc.. There is also an organized and functional Local School Board, which aims to enhance partnership between allied agencies in the promotion of affordable and quality education. With the survey conducted in every barangay, the results shows that there is a high percentage of “schooling” populace with high school graduate educational attainment, however there is a low percentage of the populace that pursue their college education. There are also few cases of out-of-school youth and child labour in the municipality. Thereof, it was seen that poverty is the main cause for such incidences.

## HEALTH

On health, there is an organized Local Health Board, the presence of functional birthing facilities, and on-going services such as TB-DOTS Tuberculosis Direct observed treatment; Primary Care Benefit Package (PCBP), Maternal and Childcare Package (MCP), all of which are pre-requisite for Philhealth accreditation. The municipality also takes pride in having trained health welfares that cater various health program implementations and the strengthening of capacities of Barangay Health Workers and Nutrition Scholars. The municipality also engage on partnership with both public and private institutions to support the health and medical needs of the inhabitants. The community also engages and supports the principle of family planning and usage of natural method and contraceptives to respond the threat of overpopulation. The nutritional and health status of the preschool and school children have improved through the years with the help of the different projects and programs implemented by the municipality. During the Operation Timbang 2019, the result shows a significant change on the nutritional status of the children. However, there are still minor cases of malnutrition in San Fernando which was resulted by lack source of income and household negligence. Likewise, a couple of cases on Infant Death (ID) and Maternal Death (MD) is also evident along geographically isolated depressed areas in which majority of the constituents have inadequate information regarding health issues. Lack of education and information regarding maternal and neonatal cases, deliveries assisted by hilot, and poor pre-anatal check-up are other concerns which could be given priority attention. There are also cases of crude mortality which were derived from unavailability of equipment and modern facilities, along with the issues about cases of teenage pregnancy on the rural areas. Furthermore, the municipality also have to plan strategies and modern techniques on the management of increasing population in urban and rural areas.

## WATER AND SANITATION

On water supply and sanitation, the municipality has started to rehabilitate the existing water works system which will provide clean water to the urban population and nearby barangays. At present, as of October 2020, the water system has a total connection of **1,829** out of **8,668 HH's** of this Municipality which resulting other barangays to use alternative sources of water supplies like private water-service stations, deep-wells as well as springs. Furthermore, there are also identified cases of households which do not have sanitary toilet.

## SOLID WASTE MANAGEMENT

On the Ecological and Solid Waste Management Act for all local government to implement measures for the permanent closure of open dumpsites has not been undertaken. Consequently, the burning and dumping of solid wastes are still evident even if a local ordinance has already been enacted prohibiting such. While it is understandable that the construction and operationalization of Materials Recovery Facilities (MRFs) at the barangay level is quite costly on their part, certain strategies can be adopted to ensure compliance with this policy. Finally, a functional Municipal Ecological and Solid Waste Management Board that shall be ensured for the preparation of a Ten-Year Solid Waste Management Plan. To conclude, the environmental sectoral development consolidates the environmental implications of all development programs and projects within the municipality and provides mitigating and preventive measures for their anticipated impacts. It embodies initiatives for maintaining cleanliness of air, water and land resources and rehabilitating or preserving the quality of natural resources to enable them to support the requirements of economic development and ecological balance across generations. The current condition of the municipality in terms of environmental management is in the primal degree wherein the planning and execution of various programs and policies to conserve nature must be prioritized to avoid the necessary detriments in the future.

## PEACE AND ORDER

On the other hand, there are efforts made by the local government in partnership with appropriate agencies in maintaining peace and order. The lack of manpower/personnel to provide quality service in the maintenance of peace and order to the entire population is further aggravated by insufficient facilities and equipment for protective services. As such, there is a need to enhance the technical capacities of the Philippine National Police and the Bureau of Fire Protection to ensure public safety within the area.

The peace and order situation in the Municipality can be described as generally peaceful with few petty crime and vehicular incidents. Index crimes are crimes which are sufficiently significant and which occur with sufficient regularity to be meaningful. These include murder, homicide, physical injury, rape, robbery, and theft. Non-index on the other hand, is those crimes not considered as index crimes such as vehicular accidents.

Police headquarters and fire station are based in Bonifacio población. Three patrol cars and two motorcycles were utilized by the police. A single firetruck is being utilized by the BFP. The standards for police and fire personnel are 1:1000 and 1:2000, respectively. Both police and fire protective services are greater than the standard personnel to population ratio with 24 and 8 personnel, respectively.

## POWER

Electricity in the Municipality is served by the Camarines Sur Electric Cooperative I (CASURECO I). Based on CASURECO records, out of 6,850 households in 2017, 5,907 or 86% of the households is served with electricity. The remaining 14% or 943 households are not yet energized and thus utilizes other types of lighting.

The number of household served increase from 82% to 86%, or a total increase of 650 additional households served in 2015 to 2017, respectively. Residential users comprised the bulk of power consumption based on the 2016 to 2018 data of CASURECO I. It is 73.5% of the total kilowatt consumed in 2018, 72.80% in 2017, and 69.34% in 2016. Shown in Table is the power consumption in kilowatt by respective type of consumers from 2016 to 2018. Graphs and illustrates this comparison.

TYPE OF CONSUMERS	2016			2017			2018		
	No. of connections	KW	%	No. of connections	KW	%	No. of connections	KW	%
Residential	4,893	246,326.90	69.34	5,109	358,233.16	72.80	6,105	457,473.8	80
Commercial	152	40,418.90	11.38	159	53,909.08	10.96	169	59,967.4	11
Public Building	69	58,717.30	16.53	70	70,616.06	14.35	64	38,489.9	11
Street Lights	39	9,714.12	2.73	39	9,321.72	1.89	36	12,717.9	7
Industrial	1	46.80	0.01	-	-	0.0	-	-	2
Irrigation	-	-	0	-	-	0	-	-	0.0
<b>TOTAL</b>		<b>355,224.02</b>			<b>492,080.02</b>		<b>6,374</b>	<b>568,649</b>	

## INVENTORY OF LGU FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES

## LOCAL GOVERNMENT UNIT OF SAN FERNANDO, CAMARINES SUR

AGRICULTURAL AND FISHERY SERVICES					
Legal Basis	Functions/Services/ Facilities	Existing? (Y/N)	Programs/Projects/Activities	Implementing Office/Unit	Staff Complement/ No. of Positions
[1]	[2]	[3]	[4]	[5]	[6]
<b>RA 7160 Local Government Code</b>  <b>RA 8435 - Agricultural and Fisheries Modernization Act(AFMA) of 1997</b>	<b>A. AGRICULTURAL AND FISHERY SERVICES</b>				
	<b>1. Grains Development Programs (Rice &amp; Corn)</b>	Y	> <i>Farm Production Technology:</i>	MAO	MA -1
			a. Support to Farmers Field School on Rice Production and establishment of Techno Demo		AT-5
			b. Support to Capability building and training programs for Rice Farmers		JO -9
			c. Pest and diseases control program for Rice production		
			d. Support assistance to rice farmers' through subsidy on the premium of crop insurance application, including attending Agricultural Fair, Promotion and provision of farm tools and equipment's and other farm inputs.		
			e. Palay Seeds production /community seed banking		
f. Support to Farmers and Fisherfolk Day activities					

			g. Support and assistance for Municipal Agricultural and Fishery Council (MAFC) activities, programs and projects		
			h. Conduct technical briefing, management and leadership training.		
		N	i. Seed farms/Production area		
		Y	> <i>Livelihood Development program:</i>		
			a. Support to Food Security in the form of Subsidy on Palay certified seeds		
			b. Palay Seeds and Fertilizers distribution		
		N	> <i>Local Distribution Channels</i>		
	<b>2. High Value Crops Commercial Development Programs</b>				
		Y	> <i>Farm Production Technology:</i>		
			a. Support to Farmers Field School on Vegetable Production, Integrated Diversified Organic Farming System, Cacao Production and processing and establishment of Techno Demo and Show farms.		
			b. Support and assistance to backyard and commercial vegetable gardening		
			c. Pest and diseases control program on Vegetable production		
			> <i>Livelihood Development program:</i>		
			a. Support /assistance to Learning Site for Agriculture		



			b. Operation, maintenance, and improvement of existing Municipal Seedling Nursery and establishment of new Seedling Nursery		
			c. Provision of planting materials to backyard and commercial vegetable growers		
			d. Support assistance to microenterprise, OTOP players, RIC/Womens and 4H Club/Agri youth		
		N	e. Support assistance to Gulayan sa Paaralan Program of DepEd Elementary and Secondary Schools		
		Y	f. Support to Organic Agriculture program		
<b>Anti-rabies Act of 2007 or RA 9482</b>	<b>3. Livestock and Poultry programs</b>				
			a. Animal Health care and extension services		
			b. Training programs on Livestock and Poultry production		
			c. Training on Food and Meat processing and preservation		
			d. Rabies prevention and control program through massive anti-rabies vaccination		
			e. Information Education Campaign on RA 9482 or " Anti-Rabies Act of 2007 and Responsible Pet Ownership		
			f. Pests and Diseases monitoring		
			g. Livestock and Poultry dispersal project distribution and monitoring		
			N	h. Livestock and Poultry Dispersal	

	<p><b>4. Fishery and Aquatic Resource Management &amp; Development Programs:</b></p>				
		Y	<p>&gt; <i>Support to Fish Sanctuary Development program</i></p>		
			<p>a. MPA assessment workshop</p>		
			<p>b. IEC activity for Fish Sanctuary Development</p>		
			<p>c. Fish Sanctuary Management Plan Workshop</p>		
			<p>d. Maintenance of Bouy marker of FSMR</p>		
			<p>e. Installation of Signage/Billboard for Fish Sanctuary</p>		
			<p>&gt; <i>Support to Fishery Law Enforcement Activity</i></p>		
			<p>a. Training/Refresher course on FLET</p>		
			<p>b. Provision of Uniforms and Life jacket to Bantay Dagat</p>		
			<p>&gt; <i>Support to Coastal Resource Management Program (CRMP)</i></p>		
			<p>a. Coastal clean-up activity, display of tarpaulin</p>		
			<p>&gt; <i>Support to Capability building and training program for Fisherfolk organization</i></p>		
			<p>a. Training on Leadership and financial Management</p>		
			<p>b. Orientation on Malinis at Masaganang Karagatan program</p>		
			<p>&gt; <i>Support to Fisheries and Aquatic Resources Management Council (FARMC)</i></p>		
			<p>a. FARMC revitalization workshop</p>		

			b. FARMC year-end assessment and planning workshop		
			> <i>Livelihood Support to Fisherfolk and Fisherfolk Organization</i>		
			a. Fingerlings (Tilapia) Dispersal		
			b. Provision of Fishing gear paraphernalia (fishnet, ketang & Og-og)		
			> <i>Support to the Operation and Maintenance of Community Fish Landing Center (CFLC)</i>		
		N	>Dispersal of fingerlings and other aquaculture seeding materials		
<b>5. Cooperative Development/Rural Based Organization (GAD)</b>					
		Y	> Organization of farmers and fisherfolk organization		
		Y	a. Conduct Organizational and Re-organizational Meeting, Technical Briefing, Management & Leadership Training		
			b. Support/assistance to Rural Based Organization		
<b>6. Farm Modernization Program</b>					
			> Registration of Agri Fishery Machinery and Equipment		
		Y	a. Information Dissemination on the Registration of Agri Fishery machinery and equipment		

<i>RA 10969 Free Irrigation Act(FISA) Memorandum Circular No.108 S 2018</i>			b. Registration of Agri Fishery Machinery and Equipment owned by Farmers and Fisherfolk Association, Cooperatives, Organization and individual Farmers.	MAO	SHM-1 (JO) BUTCHERS -15 (JO)
		N	>IRRIGATION AND INFRASTRUCTURE		
			a. Communal Irrigation		
			b. Inter-barangay irrigation		
		Y	c. Small water impounding Projects		
		N	d. Rainwater collector		
			e. Spring development		
		N	f. Maintenance of municipal and barangay roads		
			g. Soil resource utilization		
			h. Soil conservation projects		
	<b>7. RESEARCH AND EXTENSION SERVICES</b>				
		N	> On site research		
			> Demonstration Technologies		
			> Transfer of Technologies		
			>Agricultural Extension		
<b>B. Slaughterhouse/Abattoir Services</b>		>Support to the Operation and Maintenance of Slaughterhouse / Abattoir and Meat Inspection Services			
	Y	a. Conduct Pre-Mortem, Post Mortem Inspection b. issuance of Meat Inspection Certificate			

## MUNICIPAL HEALTH OFFICE (HEALTH SERVICES)

Legal Basis	Functions/Services/ Facilities	Existing? (Y/N)	Programs/Projects/Activities	Implementing Office/Unit	Staff Complement/ No. of Positions
[1]	[2]	[3]	[4]	[5]	[6]
<b>Health Services</b>					
RA 7160 Local Government Code Sec. 17 EO 102 s. 1999 sec 3 DOH Admin Order 2018 – 0001	<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles)</b>				
	Infrastructure, medical equipment, RHU, and completion projects included in the PHFDP Allocation framework listed below: • Category 4 Assignment per level of Government •RHU – Municipal                      •BHS – Municipal	Y	Operation of Rural Health Unit and Birthing Facility of San Fernando	San Fernando RHU	13
	Monitoring of Health Facilities – Local level	Y	Monitoring of 21 Barangays with BHS	San Fernando RHU	9
	Motor Vehicle as Ambulance and Medical Rescue Vehicle	N			
	Temporary Treatment and Monitoring Facility (TTMF)	N			
	Expansion of Laboratory Services	N			
RA no. 11223 sec. 17 RA no. 11223 sec. 24 AO no. 2020-0038	<b>Human Resources for Health Deployment (NDP, RHMPP, DDP, PHA)</b>	N			

RA 11332 and its IRR RA 11223 and its IRR	<b>Epidemiology and Surveillance</b> Hiring of Disease Surveillance Officer (DSO)	N			
RA 7160 Sec17	<b>PPA # 1 (Health Service Delivery) Procurement of Commodities (General)</b>	N	Primary Health Care                      Maternal and Child Care Communicable and non- communicable Disease Control Services	San Fernando RHU	10
RA 11036 "Mental Health Act"	<b>Mental Health Program (until such time these have been included in the Philhealth package)</b> Procurement of Mental Health Commodities	Y	Community-based management for Mental Health encompasses wellness promotion, prevention, treatment and rehabilitation.	San Fernando RHU	1
RA. no. 10767 sec. 7. (a) Provide free laboratory services through the DOH retained hospitals	<b>National Tuberculosis Control Program</b> Procurement of TB Drugs & Supplies	Y	Operation of TB DOTS Facility	San Fernando RHU	2
RA no. 11223;                      RA no. 1148;                      RA no. 3814 as amended by RA no. 5211, RA no. 9484	<b>Oral Health Program</b>	Y	Fluoride Application	San Fernando RHU	0
RA nos. 10354, 11148, 11023, 11223, 8976	<b>Management of Acute Malnutrition</b> Procurement and distribution of Therapeutic and Supplementary foods: Ready to Use Supplementary Food (RUSF), Ready to Use Therapeutic Food (RUTF), F-75 Therapeutic Milk, F-100 Therapeutic Milk, Lipid Based Nutrient Supplement Small Quantity (LNS SQ)	Y	Feeding Programs for Children and Pregnant Women	San Fernando RHU	1

<p>RA no. 11148 102</p> <p>EO no.</p>	<p><b>Micronutrient Supplementation</b> Procurement and distribution of <b>Vitamin A 100,000 IU</b> (6-11 mos) Procurement and distribution of <b>Vitamin A 200,000 IU</b> (12-59 mos) Procurement, storage, distribution, and monitoring of <b>Ferrous Sulfate + Folic Tablets</b> for Pregnant Women and children under 5 years old Procurement, storage, distribution, and monitoring of <b>Micronutrient Powder</b> Procurement, storage, distribution and monitoring of <b>MUAC tapes</b></p>	<p>Y</p>	<p>Vitamin A Supplementation (Distribution) Supplementation for Pregnant Women and Children (Distribution)</p>	<p>San Fernando RHU</p>	<p>1</p>
<p>RA no. 10152 sec. 7</p>	<p><b>National Immunization Program</b> Procurement of Vaccines for Children (BCG, Pentavalent, Hepa, Measles, MR, Pneumonia, etc.) and ancillaries Procurement of Vaccines for Senior Citizens (Influenza &amp; Pneumococcal) and ancillaries Procurement of ancillary Commodities (Syringes, safety collector boxes)</p>	<p>Y</p>	<p>Routine immunization for infants and children Vaccination for Senior Citizens</p>	<p>San Fernando RHU</p>	<p>8</p>
<p>RA no. 11166, Rule 7, sec. 33 and 34</p>	<p><b>National HIV/ AIDS &amp; STI Prevention and Control Program</b> Procurement and distribution of: Syphilis rapid test kit, Hepatitis B viral load reagents, HIV viral load point of care test (POC), HIV RDT-1 (for screening)</p>	<p>N</p>			

RA no. 11525	<b>COVID-19</b> Procurement of Supplies for Covid-19 Vaccination Procurement of Supplies and Kits for Covid-19 management and monitoring PPEs (set of 6), Laboratory Network, Commodities for Testing, COVID-19 Vaccines, Ancillaries, and Logistics	Y	Facilitation of Covid-19 Vaccination Program Quarantine, Isolation, and Contact Tracing for Suspect, Probable and Confirmed Covid-19 Patients	San Fernando RHU	1
AO no. 24s 1998: The National Filariasis Control Program	<b>National Filariasis Elimination Program</b>	Y	Disease Surveillance and Monitoring	San Fernando RHU	1
RA no. 4073	<b>National Leprosy Control Program</b>	Y	Disease Surveillance and Monitoring	San Fernando RHU	2
PD no. 856: Sanitation Code RA no. 10611: Food Safety Act	<b>Food and Waterborne Diseases Prevention and Control Program</b> Cholera Surveillance and Monitoring Procurement, storage, distribution, and monitoring of <b>Oral Rehydration Salts (ORS)</b> Procurement, storage, distribution, and monitoring of <b>Zinc Syrup and Drops</b>	Y	Disease Surveillance and Monitoring Management of Food and Waterborne Diseases	San Fernando RHU	11



<p>RPRH/Family Planning/Safe Motherhood/Adolescent Health: RA no. 10354, EO no. 12 s. 2017</p>	<p><b>National Family Planning Program</b> Procurement and distribution of <b>IntraUterine Device (IUD)</b> Procurement and distribution of <b>Progestin Subdermal implant (PSI)</b> Procurement and distribution of <b>Progestin Only Pill (POP)</b> Procurement and distribution of <b>DepotMedroxyprogesterone acetate (DMPA)</b> Procurement, storage, distribution, and monitoring of <b>Combined Oral Contraceptives</b>, Procurement, storage, distribution, and monitoring of <b>Male condoms</b></p> <p>Establishment of Stand-alone Family Health Clinic at Brgy Pinamasagan and Brgy Daculang Tubig (Presence of Facility, though non-operational)</p>	<p>Y</p> <p>N</p>	<p>Promotion of Family Planning Services as well as the Usage of different Commodities</p>	<p>San Fernando RHU</p>	<p>9</p>
<p>PD no. 856 - Code on Sanitation of the Philippines (Safe Drinking Water Supply) AO no. 2017-0010 -Philippine National Standards for Drinking Water (PNSDW) RA no. 11223 – Universal Health Care Act (Population based services)</p>	<p><b>Environmental Health</b> Procurement of <b>Drinking Water Disinfectant</b> (Water Purification Tablets) Procurement of <b>Water Sampling Bottles</b></p>	<p>Y</p>	<p>Ensuring potable water to the people of the Municipality through constant testing, disinfection, and monitoring</p>	<p>San Fernando RHU</p>	<p>2</p>

<p>RA nos. 9211; 10351;10643 AO no. 2016-0014 RA no. 8191 "National Diabetic Act of 1996"</p> <p>RA no. 11123 RA no. 11148</p>	<p><b>Lifestyle Related Disease Prevention and Control Program</b> Procurement, storage, distribution, and monitoring of <b>Losartan</b> Procurement, storage, distribution, and monitoring of <b>Amlodipine</b> Procurement, storage, distribution, and monitoring of <b>Simvastatin</b> Procurement, storage, distribution, and monitoring of <b>Gliclazide</b> Procurement, storage, distribution, and monitoring of <b>Metformin</b></p> <p><b>Integrated Management of Childhood Illness</b> Procurement, storage, distribution, and monitoring of <b>Amoxicillin Drops and Suspension</b></p>	<p>Y</p> <p>Y</p>	<p>For the prevention and control of lifestyle related Diseases</p> <p>Management of Childhood Illness</p>	<p>San Fernando RHU</p> <p>San Fernando RHU</p>	<p>1</p> <p>1</p>
<p>AO no. 2010-0023</p>	<p><b>Integrated Helminth Control Program/ Soil-Transmitted Helminthiasis</b> Procurement, storage, distribution, and monitoring of <b>Albendazole 400mg tablets</b></p>	<p>Y</p>	<p>Mass Drug Administration being the recommended drug for Soil Transmitted Helminthiasis per AO no. 2010-0023</p>	<p>San Fernando RHU</p>	<p>9</p>
<p>RPRH/Family Planning/Safe Motherhood/Adolescent Health: RA no. 10354, EO no. 12 s. 2017 RA no. 11148 EO no. 102</p>	<p><b>National Safe Motherhood Program</b> Procurement, storage, distribution, and monitoring of <b>Calcium Carbonate</b></p>	<p>Y</p>	<p>Promotion of Safe Motherhood</p>	<p>San Fernando RHU</p>	<p>9</p>
<p>AO No. 2017-0007</p>	<p><b>Emerging and Re-emerging Infectious Diseases Program</b> Procurement, storage, distribution, and monitoring of <b>Doxycycline (Hyclate) 100mg/capsule</b></p>	<p>Y</p>	<p>Management of Emerging and Re-emerging Infectious Diseases</p>	<p>San Fernando RHU</p>	<p>9</p>

AO no. 2016-0043	<b>National Aedes-borne Viral Disease Prevention and Control Program</b> Procurement, storage, distribution, and monitoring of <b>Dengue RDT(NS1)</b>	Y	Surveillance and Control of Dengue Disease	San Fernando RHU	4
RA no. 9482 "Anti Rabies Act of 2007"	<b>National Rabies Prevention and Control Program</b> (Procurement of Equine Rabies Immunoglobulin (ERIG); Anti-rabies Vaccine for Humans-PVRV/PCEC) Establishment of Animal Bite Treatment Clinic	N			
RA no. 7610	<b>Adolescent Reproductive and Sexual Health</b>	Y	Adolescent-Friendly Health Facility	San Fernando RHU	9
RA no. 7719 "National Blood Services Act of 1994"	<b>National Blood Donation Program</b>	Y	Mobile Blood Donation Program	San Fernando RHU	9
RA no. 9165 "Comprehensive Dangerous Drugs Act of 2002"	<b>Anti-Illegal Drugs Campaign</b>	Y	Community-based Rehabilitation Program	San Fernando RHU	3

**MUNICIPAL SOCIAL WELFARE & DEVELOPMENT OFFICE (SOCIAL SECTOR)**

<b>Legal Basis</b>	<b>Functions/Services/ Facilities</b>	<b>Existing? (Y/N)</b>	<b>Programs/Projects/Activities</b>	<b>Implementing Office/Unit</b>	<b>Staff Complement/ No. of Positions</b>	
<i>[1]</i>	<i>[2]</i>	<i>[3]</i>	<i>[4]</i>	<i>[5]</i>	<i>[6]</i>	
RA 7160 - Local Government Code of the Philippines	<b>FAMILY AND COMMUNITY WELFARE PROGRAM</b>					
Service Delivery Capacity and Competency Assessment (May 2019)- Program Implementation		Y	Parent's Effectiveness Service/ Responsible Parenthood Service Parents CDC	MSWDO	MSWDO, SWO III	
		Y	Empowerment and Re-Affirmation of Paternal Abilities (PWUDS and Barangay Volunteers)	MSWDO	MSWDO, SWO III and JO	
		Y	Pre-Marriage Orientation and Counseling	MSWDO	SWO III	
		Y	Family Counseling (Families in Crisis Situation)	MSWDO	SWO III	
		Program for Returning OFWs' Services/Programs for Potential OFW and Families	N			
			Y	Intake interview and referral to other agency (OFW)	MSWDO	MSWDO AND SWOIII
		Services for Balik Probinsya Clients	N			
RA 8972- Solo Parents Act		Y	Social Services for Solo Parents as per (issuance of ID, livelihood development, counseling services, special projects like referral for legal assistance, medical care etc)	MSWDO	SWA	
	National Family Violence Prevention Program	N				

RA 8972- Solo Parents Act	<b>Livelihood Program /Sustainable Livelihood Program</b> Community - based capacity building program that seek to improve participants socio - economic status Technical - Vocational Skills Training, Pre - Employment Assistance, Cash for Building Livelihood Assistance and Seed Capital Fund.	N			
		Y	Monitoring/ Supervision of the Project Livelihood Assistance Grant	MSWDO	SWO III AND JO
	<b>KALAHI -Comprehensive Integrated Delivery of Social Services</b>				
		Y	Allocate LGU Counterpart	MSWDO	SWOIII
		Y	Hire Job Order for KALAHI Project 4 Municipal Empowerment Facilitator, 1 Municipal Bookkeeper, 1 Municipal Encoder	MSWDO	JOB ORDER 4 Municipal Empowerment Facilitator, 1 Municipal Bookkeeper, 1 Municipal Encoder
		Y	KALAHI Office	MSWDO	SWO III AND JO
		Y	Assistance to Individuals in Crisis Situation (AICS) Provision of Cash Assistance to Individual In Crisis Situation ( medical and burial )	MSWDO	MSWDO, SWO III and SWA
		Y	Intake Interview and Certificate Eligibility	MSWDO	SWOIII, SWA and MSWDO
		<b>Assistance to Individuals in Crisis Situation (AICS)</b> Non - cash, Education Assistance, Emergency Shelter Assistance	N		
		Crisis Management Monitoring System ( Crimes)	N		

RA 9208 as amended by RA 10364 MC no.20s. 2015	The Republic Act (R.A.) 9208, also known as the <b>Anti-Trafficking in Persons</b> Act of 2003, institute policies to eliminate trafficking in persons especially women and children. It establishes the necessary institutional mechanisms to protect and support trafficked persons, and provides penalties for its violations. In 2012, the R.A. 9208 was amended through the R.A. 10364 also known as the Expanded Anti-Trafficking in Persons Act.	N			
	Capability Enhancement for Service Providers Intensive Advocacy Activities Capacity Building Activities on Psychological First Aid, Gender Responsive Case Management, Trauma Informed Care and knowledge on TIP - related Laws;	N			
	Case Management on Recovery and Reintegration Comprehensive case management on all TIP Cases	N			
	Direct Services to trafficked persons (Community Based) Logistical Support During and Post-Rescue Operation of Victim-survivors of trafficking; Provision of Hygiene Kits, Meals and Psychosocial Counseling/Psychological First Aid Support Services for Victim-Survivors of Trafficking; Support for Victims/Witnesses through provision of Transportation Assistance, Medical Assistance and Educational Assistance.; Economic Reintegration Services for Victim - survivors of trafficking; Victim/s-survivor/s of trafficking or their family may avail of Economic Assistance after assessment of the case manager which includes skills training, financial assistance for employment and livelihood assistance.	N			

RA 9208 as amended by RA 10364 MC no.20s. 2015	Provision of Temporary Shelter Available psycho-social services, support services such as transportation, medical and educational assistance and economic reintegration services while in a temporary shelter.	N			
	Intensive advocacy activities such as tri-media, meetings, discussions, fora and symposia	N			
	National Referral System for the Recovery and Reintegration of Trafficked Person Establish a working psycho-social support hotline at the LGU.	N			
RA 9165 an act instituting the comprehensive dangerous drugs act of 2002, Repealing Republic Act no. 6425, otherwise known as the dangerous drugs act of 1972, as amended, providing funds therefor, and for other purposes.		Y	After Care Program for recovering drug dependents Profiling and Assist in the General Intervention	MSWDO	MSWDO and SWOIII
		Y	Refer to DOH Training Rehabilitation Center at Pamukid, San Fernando, CS	MSWDO	MSWDO and SWOIII
RA 10121 Philippine Disaster Management Act of 2011	<b>EMERGENCY/ DISASTER SERVICES</b>				
		Y	Identification of at risk and vulnerable families		MSWDO, SWOIII, SWA and 4 JO
		Y	Conduct of Capability Building Activities ( relief operations, volunteers, women and child-friendly spaces, psychosocial support)		MSWDO, SWOIII, SWA and 4 JO
		Y	Resource Mapping ( evacuation, facilities that can be used during disaster)		MSWDO, SWOIII, SWA and 4 JO

RA 10121 Philippine Disaster Management Act of 2011	<b>EMERGENCY/ DISASTER SERVICES</b>	Y	Under disaster response implements the ff programs and services: 1. Issuance of DAFAC to the evacuees inside EC; 2. Distribution of food and non- food items distributed at the designated distribution points; 3. Activation of Evacuation Center 4. Establishment of women and children friendly spaces 5. Special spaces for other vulnerable sector (e.g. PWD, IPs and Senior Citizens)		MSWDO, SWOIII, SWA and 4 JO
		Y	Early Recovery and Rehabilitation (1.Provision of continuous relief assistance to the Internally displaced persons ( IDPs); 2. Identification of community projects for Cash/food For Work; 3.Provision of emergency shelter assistance/shelter kit/core shelter assistance/ resettlement ;)		MSWDO, SWOIII, SWA and 4 JO
		Y	DROMIC Reporting	MSWDO	MSWDO
		N	Social Technology Projects for Family and Community		
	RA 9710 Magna Carta for Women	<b>WOMEN WELFARE PROGRAM</b>	Y	Advocacy Campaign (AVAWC Campaign, Magna Carta for Women)	MSWDO
Y			Self Enhancement Skill Development Skills/Livelihood Development Community Participation Skills Development.		
Y			Organization and Capacity Building to Organized Women's Group (KALIPi)	MSWDO	SWA and JO
Y			Women's Month Celebration	MSWDO	SWA and JO



RA 9710 Magna Carta for Women	<b>WOMEN WELFARE PROGRAM</b>	Y	Establishment VAW Desk in Every Barangay Substitute Homecare for Women in Especially Difficult Circumstances/ VAWC Processing Center (referral to other institution)	MSWDO	MSWDO, SWO III AND SWA
		Y	Case Management of WEDC or Women in Especially Difficult Circumstances- AVAW Cases, Victimes of Abuses etc.. (Psycho-social Services, Assist Legal Assistance, Family Support, Health, Nutrition and Education Services ,Re-integration Services; After Care and Follow up Services et.al)	MSWDO	MSWDO AND SWOIII
RA 8505 Rape Victim Assistance and Protection Act of 1998	Protection and care for women victims of abuse Establishment of Women Crisis Center.	N			
RA 71 60 Local Government Code	Social Technology Projects for Women	N			
Legal Bases are the ff: <b>UN Convention on the Rights of the Child;</b> Article II, Section 13 of the Philippine Constitution <b>PD 603</b> or the Child and Youth Welfare Code <b>RA 8044</b> or the <b>Youth in National Building Act</b>	<b>CHILDREN AND YOUTH WELFARE PROGRAM</b>				
	Youth Welfare program- (Unlad Kabataan Program) <b>THREE (3) MAJOR COMPONENTS</b> Economic Productivity - Sulong Dunong, Pre-Employment Services Personality Enhancement and Positive Lifestyle Promotion , Socio-cultural, Spiritual and Physical Development; and Leadership Training and Social Responsibility- Social Responsibility Enrichment to include Volunteer Community Service thru Immersion Outreach Program (IOP), Weekend Youth Brigade (WYB), Government Internship Program (GIP); Youth/Peer Support Service advocacy.	N			

		Y	Population Awareness and Family Life Orientation (PAFLO) Training and Leadership training, Youth Camp		
		Y	Organized Pag Asa Youth Association of the Philippines (PYAP)	MSWDO	JO
		Y	Youth Profiling and Maintain data base for youth		
		Y	Children's Code (2012) Need to update		
<p><b>RA 11229</b> – Child Safety in Motor Vehicles Act  <b>REPUBLIC ACT No. 10666AN</b> ACT providing for the safety of children on board motorcycles  <b>REPUBLIC ACT NO. 10821</b> emergency relief and protection for children  <b>Republic Act No. 9231</b> "special protection of children against child abuse, exploitation and discrimination act"  <b>RA 11188</b> – Special Protection of Children in Situations of Armed Conflict Act  <b>RA 9775</b> (Anti-Child Pornography Act of 2009).</p>	Updating the Local Children Code; Local Adoption of the Act through a Municipal Ordinance	N			

Existing Philippine Laws on Prosecuting OSAEC cases RA 9775 (Anti-Child Pornography Act of 2009) RA 7610 (Special Protection of Children Against Abuse, Exploitation and Discrimination Act) RA 9208 (Anti-Trafficking in Persons Act of 2003) RA 10364 (Expanded Anti-Trafficking in Persons Act of 2012) RA 9231 (An Act Providing for the Elimination of the Worst Forms of Child Labor and Affording Stronger Protection for the Working Child) RA 9344 (Juvenile Justice and Welfare Act of 2006) RA 10175 (Cybercrime Prevention Act of 2012)	Temporary custody (as deemed necessary)	N			
	Children's Celebration/Conventions (Children's Month, Nutrition Month)	Y	Children's Celebration/Conventions (Children's Month, Nutrition Month)	MSWDO	Day Care Worker II
REPUBLIC ACT NO. 8980 an act promulgating a comprehensive policy and a national system for early childhood care and development (eccd), providing funds therefor and for other purposes		Y	ECCD services Installation and Utilization of ECCD IS Child Development Services, Advocacy Campaign and Celebrations; Accreditation of CDCs and CDWs	MSWDO	MSWDO and Day Care Worker II

Republic Act 6972: "an act establishing a day care center in every barangay, instituting therein a total development and protection of children program.		Y	Establishment of Day Care Center in the Barangay	MSWDO	MSWDO and Day Care Worker II
		Y	Hand washing and tooth brushing facilities established in every CDC		
RA 10410 ( Early Years Act of 2013)		Y	Distribution of Early Childhood Care and Development Checklist to children enrolled at Child Development Center (CDC)	MSWDO	MSWDO and Day Care Worker II
REPUBLIC ACT NO. 7277 or an act providing for the rehabilitation, self-development and self-reliance of disabled persons and their integration into the mainstream of society and for other purposes.	Sec. 21. Auxiliary Social Services. — The State shall ensure that marginalized persons are provided with the necessary auxiliary services that will restore their social functioning and participation in community affairs.	Y	Provision of day care services for disabled children of pre-school age.	MSWDO	MSWDO and Day Care Worker II
Republic Act No. 10165 or otherwise known as the Foster Care Act of 2012.	Foster Care Program (Aruga at Kalinga sa Barangay) - a completed social technology project of DSWD. It is an act to strengthen and propagate foster care for abused, abandoned, neglected and other children with special needs, providing appropriations therefore and for other purposes.	N			
DSWD Administrative Order-No. 23 Series of 2011 Guidelines in the Implementation of Aruga at Kalinga Sa Mga Bata Sa Barangay (Foster Care in the Barangay).	The Aruga at Kalinga project is a strategy to promote the implementation of foster care service in a Barangay with a pool of at least 10 foster parents				

RA 10410 ( Early Years Act of 2013)		Y	Capacity Building to Service Provider	MSWDO	MSWDO and Day Care Worker II
Phi.Plan of Action for Nutrition 2017-2022		Y	Parent's Effectiveness Service/ Responsible Parenthood Service	MSWDO	MSWDO and Day Care Worker II
REPUBLIC ACT No. 11037 An Act Institutionalizing a National Feeding Program for Undernourished Children in Public Day Care, Kindergarten and Elementary Schools to Combat Hunger and Undernutrition Among Filipino Children and Appropriating Funds Therefor <b>Nutrition Act of the Philippine (PD 491)</b>	Section 4. National Feeding Program - The National Feeding Program, hereinafter referred to as the Program, is hereby established to address undernutrition among Filipino children. Allocation of Fund for children enrolled at Child Development Center Php 15.00 per Child	N			
		Y	Monthly Weighing and Monitoring Report	MSWDO	Day Care Worker II
		Y	Nutrition Month Celebration;	MSWDO	Day Care Worker II
		Y	Provision of kitchen Utensils to Child Development Center	MSWDO	Day Care Worker II
RA 7610 Special Protection to Children Against All Forms of Abuses and Exploitation	Case Management of Children in Need of Special Protection Cases - Street Children, Victims of Trafficking, Child Labor, OSAEC, Children in Armed Conflict, Victims of neglect, abandoned etc.. (Psycho-social Services, Legal Assistance, Family Support, Health, Nutrition and Education Services ,Re-integration Services; After Care and Follow up Services et.al) .	Y	Advocacy Campaigns COMPRE for STREET CHILDREN Children's Code	MSWDO	MSWDO and SWOIII
		Y	Case Management of Children in Need of Special Protection Cases- Child Abuse, CAR, CICAL	MSWDO	SWO III and MSWDO
		N			

RA 9344 , Juvenile Justice Welfare Act, as Amended by RA 10630	Intervention, Diversion, Rehabilitation Program	N			
	3 year- Comprehensive Local Juvenile Intervention Plan	N			
	Establishing Bahay Pag Asa Center for Youth	N			
		Y	Advocacy Campaign BCPC	MSWDO	MSWDO and SWOIII
RA 71 60 Local Government Code	Social Technology Projects for Children	N			
	<b><i>PERSON WITH DISABILITY WELFARE (may consider increase in PWD allocation for 5%)</i></b>				
BP344 Accessibility Law	Coordination with the Municipal Engr. Regarding the compliance of Accessibility Law/ Audit in giving permit.	N			
	Observance of the National and International Disability Related Activities (e.i. National Cancer Consciousness Week, Women with disability Celebration, Down Syndrome Consciousness month, World Autism Awareness Day, National Rare Disease Week, White Cane safety day, Cerebral Palsy Awareness Week.	N			
		Y	National Disability Prevention and Rehabilitation (NDPR) Week Celebration and International Day of Person with Disability.	MSWDO	MSWDO,PWD Focal and PWD President and JO
		Y	Hair Cut, Hilot Welness Massage	MSWDO	MSWDO,PWD Focal and PWD President and JO

RA 7277 Provision of Programs and Services for PWDs	Establishment of Sheltered Workshop /Establishment of Community Action and Resources (Community Based Program)	N			
	Organizing and Capacitating Persons With Disabilities	Y	Organizing and Capacitating Persons With Disabilities	MSWDO	MSWDO, PWD Focal Person and PWD President
	Provision of Aid to Persons with Disability	Y		MSWDO	MSWDO, PWD Focal Person and PWD President
	Provision of monthly assistance through Social Pension to indigent PWD	N			
		Y	Provision of Aid for the Personal Assistance/ a Guardian of a Person with Disability (Medical and Burial Assistance)	MSWDO	MSWDO, SWOIII AND SWA
RA 10754 An Act Expanding The Benefits And Priviledges Of Persons With Disability (PWD)		Y	Advocacy on the implementation of RA 9442	MSWDO	MSWDO, PWD Focal Person and PWD President
		Y	Capacity Building to Employees (Sign Language)	MSWDO	MSWDO, PWD Focal Person and PWD President
		Y	Capacity Building to focals, and PWD Leaders (e.i. Capacity Building training on leadership, gender, etc.)	MSWDO	MSWDO, PWD Focal Person and PWD President
		Y	Barangay based Livelihood Activities, Provision of Sustainable Livelihood Program)	MSWDO	MSWDO, PWD Focal Person and PWD President
	Hiring of PDAO Officer and Administrative Staff	N			

RA 10070 Establishment/Operations of Persons with Disability Affairs Office		Y	Computer for the online registration (Donation)	MSWDO	PWD President
		Y	Online Registration Using DOH System	MSWDO	PWD Focal Person and PWD President J.O
Auxiliary Social Services as defined in the Magna Carta for Disabled Persons		Y	Provision of medical assistive devices and other asistance to PWDS	MSWDO	PWD Focal Person and PWD President , SWA
	Tuloy Aral Walang Sagabal (TAWAG)	N			
	Conduct of Home Care Support services	N			
	Training for Parents/Guardian on Proper Care.	N			
	Provision of Educational Assistance to Persons with Disability	N			
	Early Detection and Prevention of Disability	N			
	National Referral System for Person with Disability	N			
Implementation of RA 9442 and RA 10754		Y	Issuance of Disability Cards and Registration	MSWDO	PWD Focal Person and PWD President J.O
		Y	Capacity Building for Issuing Officers	MSWDO	MSWDO, PWD Focal Person and PWD President
		Y	Advocacy on the implementation of RA 9442	MSWDO	MSWDO, PWD Focal Person and PWD President
RA 71 60 Local Government Code	Social Technology Projects for PWDs	N			
	SENIOR CITIZEN WELFARE		<b>SENIOR CITIZEN WELFARE</b>		



RA 9994 "Expanded Senior Citizens Act of 2010."		Y	Advocacy Campaign	MSWDO	MSWDO, OSCA and Day Care Worker II
		Y	Services provided by Senior Citizens Center (eq. Deat and Medical Aid (AICS)	MSWDO	MSWDO, SWOIII and SWA
	Homecare Support Services	N			
		Y	Elderly Filipino Week Celebration / Senior Citizens Conventions	MSWDO	MSWDO, OSCA and Day Care Worker II
		Y	Organization Capacitating the Senior Citizens	MSWDO	MSWDO, OSCA and Day Care Worker II
	Livelihood program for SCs	N			
	Social Pension (Transfer to NCSC although LGU can still implement this under LGU fund covering non beneficiaries of NGA)	N			
		Y	Issuance of ID and Booklet;	OSCA	OSCA
Section 3. Centenarian Act	As per Section 3 of the Centenarian Act. The local government Unit concerned shall determine the amount of cash incentive Centenarian (Transfer to NCSC) LGU Cash Incentive for Centenarian	N			
RA 71 60 Local Government Code	Social Technology Projects for Older Persons	N			

**MUNICIPAL ENVIRONMENTAL NATURAL RESOURCES OFFICE (MENRO)**

<b>Legal Basis</b>	<b>Functions/Services/ Facilities</b>	<b>Existing? (Y/N)</b>	<b>Programs/Projects/Activities</b>	<b>Implementing Office/Unit</b>	<b>Staff Complement/ No. of Positions</b>
<i>[1]</i>	<i>[2]</i>	<i>[3]</i>	<i>[4]</i>	<i>[5]</i>	<i>[6]</i>
RA 7160 Local Government Code of 1991	Implementation of community-based forestry projects which include integrated social forestry programs and similar projects;	N			
RA 7160 Local Government Code of 1991	Management and control of communal forests with an area not exceeding fifty (50) square kilometers.	N			
RA 7160 Local Government Code of 1991	Establishment of tree parks, greenbelts, and similar forest development projects;	N			
RA 7160 Local Government Code of 1991	Establish, maintain, protect and preserve communal forests, watersheds, tree parks, mangroves, greenbelts and similar forest projects and commercial forest, like industrial tree farms and agro-forestry projects	Y	Watershed Reforestation Project Cacao Plantation Project	SFWSS MAO	1 1
RA 7160 Local Government Code of 1991	Manage and maintain seed banks and produce seedlings for forests and tree parks	N			
RA 7160 Local Government Code of 1991	Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance	N			

RA 7160 Local Government Code of 1991	Coordinate with government agencies and nongovernmental organizations in the implementation of measures to prevent and control land, air and water pollution with the assistance of the Department of Environment and Natural Resources	N			
RA 7160 Local Government Code of 1991	Frontline in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural calamities and disasters	N			
RA 8749 Philippine clean air act	Implement in their respective jurisdiction a comprehensive ecological waste management that includes waste segregation, recycling and composting.	Y	Solid Waste Management Program which include waste segregation, recycling and composting	OM	1
RA 8749 Philippine clean air act	Implement measures to limit Pollution From Other Sources	Y	Designation of smoking area in the LGU compound Implementation of anti-smoking ordinance	OM	1
RA 8749 Philippine clean air act	Implement measures to reduce greenhouse gas emissions	N			
RA 8749 Philippine clean air act	implement measures to prevent and control air pollution	N			
RA 9275Philippine Clean Water Act	To share the responsibility of managing and improving of water quality within their territorial jurisdictions, prepare water quality management area action plan and compliance scheme, comply with the framework of the Water Quality Management Action Plan, take active participation in all efforts concerning water quality protection and rehabilitation.	N			
RA 9275Philippine Clean Water Act	Monitoring of water quality	N			
RA 9275Philippine Clean Water Act	implement measures to prevent and control water pollution	N			

RA 9003 Ecological Solid Waste Management Act	Collection of Garbage	Y	Garbage collection to selected pilot barangays	OM	1
RA 9003 Ecological Solid Waste Management Act	IEC activities for solid waste management	Y	Printing of flyers and brochures and tarpaulin	OM	1
RA 9003 Ecological Solid Waste Management Act	Provision of Composting facility	Y	Composting of bio-waste at RCA facility	OM	1
RA 9003 Ecological Solid Waste Management Act	Provision of sanitary Land Fill for final disposal of waste	N			
RA 9003 Ecological Solid Waste Management Act	Provision of Hazardous and infectious Waste disposal facility	Y	Operation of temporary hazardous waste facility at Public Cemetery	OM	1
RA 9003 Ecological Solid Waste Management Act	Operation of MRFs	Y	Operation of MRF at the RCA facility maintained and operated by Municipal LGU	OM	1
RA 9003 Ecological Solid Waste Management Act	Provision of alternative technologies for solid waste	N			
RA 9003 Ecological Solid Waste Management Act	Organize Municipal ecological solid waste management board	Y	Existing of Municipal Ecological Solid Waste Management Board	OM	1
RA 9003 Ecological Solid Waste Management Act	Closure and Rehabilitation of dump site	Y	Rehabilitation of Beberon Open dump site after closure	OM	1
RA 9003 Ecological Solid Waste Management Act	Residual Containment Area (RCA)	Y	Operation of temporary RCA in Brgy. Del Pilar	OM	1
RA 9003 Ecological Solid Waste Management Act RA 6969 Toxic Substances and Hazardous and Nuclear Wastes Act	Treatment of hazardous/infection waste	N			
RA 9003 Ecological Solid Waste Management Act	Provision of recycling facility	N			
RA 9003 Ecological Solid Waste Management Act	Provision of Special Waste storage facility	N			

RA 9003 Ecological Solid Waste Management Act	Ten Years solid waste management plan	Y	Revision of ten years solid waste management plan	OM	1
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**INFRASTRUCTURE MUNICIPAL ENGINEERING OFFICE** (from DILG, DPWH, NIA, DOT, DENR and DepEd devolved functions)

Legal Basis	Functions/Services/ Facilities	Existing? (Y/N)	Programs/Projects/Activities	Implementing Office/Unit	Staff Complement/ No. of Positions
[1]	[2]	[3]	[4]	[5]	[6]
PD 1096 National Building Code of the Philippines	<b>Implementation of the National Building Code of the Philippines in the municipality</b>				
		Y	- Issuance and processing of construction permits, etc.	Municipal Engineering Office/Office of the Building Official	Municipal Engineer/Building Official
		N	- Inspection of the projects and structures subjected to issuance of construction permits, etc.		
RA 7160 Local Government Code of the Philippines	<b>Provide engineering services to the local government unit concerned, including investigation and survey, engineering designs, feasibility studies, and project management</b>				
		Y	Review and check barangay infrastructure plans and programs	Municipal Engineering Office	Municipal Engineer, Draftsman III

		Y	Initiate, review and recommend changes in policies and objectives, plans and programs, techniques, procedures and practices in infrastructure development and public works in general of the LGU	Municipal Engineering Office	Municipal Engineer, Draftsman III
RA 7160 Local Government Code of the Philippines	<b>Municipal buildings, cultural centers, public parks, playgrounds sports facilities &amp; equipment</b>				
		Y	Rehabilitation/Improvement/Expansion/ Rehabilitation and Maintenance of LGU Main Building	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Rehabilitation/Improvement/Expansion/ Rehabilitation and Maintenance of cultural centers	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Rehabilitation/Improvement/Expansion/ Rehabilitation and Maintenance of Public Park	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Rehabilitation/Improvement/Expansion/ Rehabilitation and Maintenance of Playground	Municipal Engineering Office	Municipal Engineer, Draftsman III
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Sports Facilities	N			
	Purchase of Sports Equipment	N			
	<b>Public cemetery</b>				
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Public Cemetery	Municipal Engineering Office	Municipal Engineer, Draftsman III

	Development of Public Cemetery Master Plan or Utilization Plan	N			
	<b>Municipal roads &amp; bridges</b>				
		Y	Construction/Concreting/Rehabilitation and Maintenance of Municipal Roads and Bridges	Municipal Engineering Office	Municipal Engineer, Draftsman III
	<b>School building &amp; facilities for elem. &amp; secondary levels</b>				
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of School Building/Facilities	N			
	<b>Clinics, health centers</b>				
		Y	Rehabilitation/Improvement/Expansion/Rehabilitation and Maintenance of Clinics/Health Centers	Municipal Engineering Office	Municipal Engineer, Draftsman III
	<b>Communal Irrigation, Small Water Impounding projects</b>				
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Communal Irrigation	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Small Water Impounding Projects	Municipal Engineering Office	Municipal Engineer, Draftsman III
	<b>Fish Ports</b>				
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Fish Port	N			
	<b>Artesian wells, spring development, rain water collection systems</b>				



	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Artesian Wells	N			
	Spring Development Project	N			
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Rain Water Collection Facility	N			
	<b>Seawalls, dikes, drainage &amp; sewerage &amp; flood control</b>				
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Seawall	N			
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Dikes	N			
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Drainage/Sewerage System	Municipal Engineering Office	Municipal Engineer, Draftsman III
	Formulation of Municipal Drainage/Sewerage Master Plan	N			
	<b>Traffic signals &amp; road signs</b>				
	Infrastructure facilities such as traffic signals and road signs and similar facilities	N			
	<b>Multi-purpose hall, multi-purpose pavement, sports center, plaza etc.</b>				
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Multi-purpose Hall	Municipal Engineering Office	Municipal Engineer, Draftsman III

		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Multi-purpose Pavement	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Sports Center	Municipal Engineering Office	Municipal Engineer, Draftsman III
	<b>Services and facilities related to general hygiene &amp; sanitation</b>				
		Y	Establishment of Handwashing Facility	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Construction of Sanitary Toilet Facility in HHS	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Construction of Public Toilets (separate for men and women)	Municipal Engineering Office	Municipal Engineer, Draftsman III
	<b>PUBLIC ENTERPRISE (Public markets, slaughterhouses &amp; other municipal enterprises)</b>				
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Public Market	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Slaughterhouse	Municipal Engineering Office	Municipal Engineer, Draftsman III
BP 344 Accessibility Law	<b>Services and facilities to enhance the mobility of disabled persons</b>				
		Y	Construction of PWD Ramps, Sidewalks Railings and the like	Municipal Engineering Office	Municipal Engineer, Draftsman III
		Y	Construction of PWD Comfort Rooms	Municipal Engineering Office	Municipal Engineer, Draftsman III

## DISASTER RISK REDUCTION MANAGEMENT (DRRM)

Legal Basis	Functions/Services/ Facilities	Existing? (Y/N)	Programs/Projects/Activities	Implementing Office/Unit	Staff Complement/ No. of Positions		
[1]	[2]	[3]	[4]	[5]	[6]		
Republic Act No. 10121/PDRRM Act of 2010 An Act Strengthening the Philippine Disaster Risk Reduction and Management System	<ul style="list-style-type: none"> <li>• Set the direction, development, implementation and coordination of disaster risk management programs within their territory jurisdiction.</li> <li>• Facilitate and support risk assessments and contingency planning activities at the local level;</li> <li>• Consolidate local disaster risk information which includes natural hazards, Vulnerabilities, and climate change risk, and maintain a local risk map;</li> <li>• Organize and conduct training, orientation and knowledge management activities on Disaster Risk Reduction and Management at the local level;</li> <li>• Operate a multi-hazard early warning system, linked to disaster risk reduction to provide accurate and timely advice to national and emergency response organizations and to the general public, through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities.</li> <li>• Formulate and implement a comprehensive and integrated LDRRMP in accordance with the national, regional and provincial framework, and policies on disaster risk reduction in close coordination with the local dev. Councils;</li> <li>• Prepare and submit to the local sanggunian through the LDRRMC the annual LDRRMO Plan and budget, the</li> </ul>	Y	<ul style="list-style-type: none"> <li>• Establishment of MDRRM Office</li> <li>• Establishment of Disaster Operations Center</li> <li>• Organization of Active Local Emergency Response Team (ALERT)</li> <li>• Organization and Functionality of MDRRMC</li> </ul>	MDRRMO	MDRRMO - 1 LDRRMO - 1 - 1 LDRRM Assistant - 2 J.O. - 8		
		Y			LDRRMO -1 -1		
		Y			LDRRM Assistant - 2		
		Y			J.O. - 2		
					<ul style="list-style-type: none"> <li>• Formulation / Updating of MDRRM Plan (MDRRMP)</li> </ul>		
					<ul style="list-style-type: none"> <li>• Formulation/Updating of Local Climate Change Action Plan (LCCAP)</li> </ul>		
Republic Act No. 9729/Climate Change Act of 2009							

<p>Republic Act No. 10121/PDRRM Act of 2010</p>	<p>proposed programming of the LDRRMF, other dedicated disaster risk reduction and management resources, and other regular funding source/s and budgetary support of the LDRRMO.</p> <ul style="list-style-type: none"> <li>• Conduct continuous disaster monitoring and mobilize instrumentalities and Entities of the LGUs, private groups and organized volunteers, to utilize their facilities and Resources for the protection and preservation of life and properties during emergencies in accordance with existing policies and procedures;</li> <li>• Disseminate information and raise public awareness about those hazards, Vulnerabilities and risks, their nature, effects early warning signs and Counter-measures;</li> <li>• Identify and implement cost, effective risk reduction measures/strategies;</li> <li>• Maintain a database of human resource, equipment, directories, and location of critical infrastructures and capacities such as hospitals and evacuation centers;</li> <li>• Develop, strengthen and operationalize mechanism for partnership or Networking with the private sector, CSOs, and volunteer groups;</li> <li>• Take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of or to otherwise make available, suitably-trained and competent personnel for effective civil defense and disaster risk reduction and management in its area;</li> <li>• Organize, train, equip and supervise the local emergency response teams and the ACDVs (Accredited Community Disaster Volunteers), ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed;</li> <li>• Respond and manage the adverse effects of emergencies and carry out recovery activities in the affected area, ensuring that there is an efficient mechanism for immediate delivery of food, shelter and medical supplies for women and children, endeavor to create a special place where eternally displaced mothers and children can find help with breastfeeding, feed and care for their babies and give support to each other;</li> <li>• Within its area, promote and raise public awareness of and compliance with the act and legislative provisions relevant to the purpose of the act;</li> </ul>		<ul style="list-style-type: none"> <li>• Formulation /Updating of Contingency Plan</li> <li>• Formulation of Public Service Continuity Plan</li> <li>• Acquisition of DRRM related equipment/vehicle/Emergency Medicines/PPEs/Decontamination &amp; Disinfection (PANDEMIC)</li> <li>• Capacity Building Program for MDRRMO Personnel <ol style="list-style-type: none"> <li>1. Standard First Aid</li> <li>2. BLS</li> <li>3. Rope Rescue</li> <li>4. SRR</li> <li>5. WASAR</li> </ol> </li> </ul>		
<p>Republic Act No. 10121/PDRRM Act of 2010</p>		<p>Y</p>	<ul style="list-style-type: none"> <li>• Skills Training Program for ALERT1. Standard First Aid2. BLS3. Rope Rescue4. SRR5. WASAR6. CCCM7. Flood &amp; Swift Water8. Law Enforcement9. ICS Organization &amp; Functionality of MDRRMC</li> </ul>		
<p>Proc. No. 922 Declaring a State of Public Health Emergency</p> <p>RA No. 11469 An Act declaring the existence of National Emergency arising from the COVID-19</p>		<p>Y</p>	<ul style="list-style-type: none"> <li>• Purchase of DRRM Related (PANDEMIC) <ol style="list-style-type: none"> <li>1. Emergency Medicines/Medicines for Symptomatic, probable &amp; positive COVID-19 patients</li> <li>2. PPEs</li> <li>3. Decontamination/Disinfection equipment and materials</li> <li>4. Food Packs/Hygiene Kits</li> <li>5. Test Kits (Rapid Antigen Swab Test)</li> </ol> </li> </ul>	<p>MDRRMO</p>	

## TOURISM

Legal Basis	Functions/Services/ Facilities	Existing? (Y/N)	Programs/Projects/Activities	Implementing Office/Unit	Staff Complement/ No. of Positions
[1]	[2]	[3]	[4]	[5]	[6]
Legal Bases are the ff: UN Convention on the Rights of the Child; Article II, Section 13 of the Philippine Constitution articulating that the State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual, intellectual and social well-being; PD 603 or the Child and Youth Welfare Code providing for the promotion of the well-being and the total development of the children and youth; Creation of the National Youth Commission under RA 8044 or the Youth in National Building Act further strengthening government's commitment to promote the welfare and development of OSY;	YOUTH WELFARE PROGRAM				
		Y	Capability building, trainings & workshops cultural activities for youth and Sports Activities	Office of the Mayor/GAD	JO
		Y	Introduction of TECH4ED, "Technology for Education, Employment, Entrepreneurship and Economic Development" in partnership with Department of Information and Communications Technology (DICT) and Alternative Learning System (ALS) .	Office of the Mayor/DICT/ALS	JO
	Creation of IT Personnel and administrative aide I to gather and consolidate the data of information of LGU	N			
	Livelihood trainings and programs for Out of School Youth	N			
	Municipal Scholarship grant/Educational Assistance for Indigent College Student who studies in Private School.	N			
SECTION 23, CHAPTER III OF RA 10742 & SECTION 24 RULE III OF RA 10742 "SANGGUNIANG KABATAAN REFORM ACT"	CREATION OF MUNICIPAL YOUTH DEVELOPMENT COUNCIL (MCDC) in every province, city and municipality respectively. HIRED LOCAL YOUTH DEVELOPMENT OFFICER.	N			
RA 9593 "The tourism act of 2009". AN ACT DECLARING A NATIONAL POLICY FOR TOURISM AS	Record keeping	Y	Monitoring of guests and tourists coming and visiting our Municipality.	Office of the Mayor	
	Creation of Tourism Operations Officer.	N			

AN ENGINE OF INVESTMENT, EMPLOYMENT, GROWTH AND NATIONAL DEVELOPMENT.	Creation of Clerk I and Utility I for inspection and monitoring	N			
	Develop Tourist Destination such as beaches in Coastal Areas and other ecological spots and places such as caves, trekking areas and historical sites in San Fernando	N			
	Craft a tourism plan to further improve the possible tourist sites and destination in our Municipality.	N			
	Promote a tourism industry that is ecologically sustainable, responsible, participative, culturally sensitive, economically viable, and ethically and socially equitable for local communities through promotional campaign.	N			

Prepared by:



**Ar.EnP. ALDOUS JONEL A. MODINO**  
 Local Planning & Development Coordinator  
 Date:

Reviewed by:

Local Administrator  
 Date:

Approved by:



**HON. FERMIN M. MABULO**  
 Local Chief Executive  
 Date:

## Description on the Inventory of LGU Functions, Services and Facilities for San Fernando

Form E1 indicates the inventory of present and devolved functions of LGU Functions services, and Facilities for Municipality of San Fernando. The legal basis of the functions/services/facilities of Municipal Agriculture Office of San Fernando were mandated by different laws and act such as Local Government Code (RA 7160), Agricultural and Fisheries Modernization Act (AFMA) of 1997, Anti-Rabies Act of 2007(RA 9482), and Free Irrigation Act (FISA or RA 10969). As the functions/services/facilities mandated by legal basis, two services were indicated such as: Agricultural and Fishery Services and Slaughterhouse/Abattoir Services. Under Agricultural and Fishery Services, subdivided into different programs such as Grain Development Programs (Rice & Corn), High Value Crops Commercial Development Programs, Livestock and Poultry Programs, Fishery and Aquatic Resource Management and Development Programs; Cooperative/Rural Based Organization (GAD), Farm Modernization Program, Research and Extension Services. As the office relay the delivery of technical services, some functions and services were already carried out but in the implementation of Mandanas-Garcia Ruling there will be devolved functions to be implemented.

Grain Development Program (Rice & Corn) covers Farm Production Technology and Livelihood Program. The devolved functions to the LGU are seed farms/Production Area and local distribution channel. High Value Crops Commercial Development Programs has devolved functions is on the support assistance to Gulayan sa Paaralan Program of DepEd Elementary and Secondary Schools. Livestock and Poultry Programs had its devolved functions in terms on the dispersal of fingerlings and other aquatic seeding material; Farm Modernization Program have its devolved functions on irrigation and infrastructure specifically on Communal Irrigation, inter-barangay irrigation, rainwater collector, maintenance of farm-to-market roads, soil resource utilization and soil conservation projects. The Research and Extension Services devolved functions covers on-site research, Demonstration Technologies, Transfer of Technologies and Agricultural Extension.

The Rural Health Unit of San Fernando had been providing different health services to its citizenry through the different programs. As such, the whole endeavor of the unit is to provide a holistic approach in terms of the management of health. There are different health programs to tackle the holistic approach that the unit provide.

These Health Programs are Health Service Delivery – Procurement of Commodities, Mental Health Program, National Tuberculosis Control Program, Oral Health Program, Management of Acute Malnutrition, Micronutrient Supplementation, National Immunization Program, Covid-19 Program, National Filariasis Elimination Program, National Leprosy Control Program, Food and Waterborne Diseases Prevention and Control Program, Environmental Health, Lifestyle Related Diseases Prevention and Control Program, Integrated Management of Childhood Illness, National Safe Motherhood Program, National Aedes-borne Viral Diseases Prevention and Control Program, Adolescent Reproductive and Sexual Health Program, National Blood Donation Program, Anti-Illegal Drugs Campaign. Health Facilities Enhancement Program (Infrastructure, Equipping and Mobile Vehicles), Epidemiology and Surveillance Program, Human Resource for Health, The National Rabies Prevention and Control Program, The National Family Program, and The National HIV/AIDS and STI Prevention and Control Program.

Social welfare services which includes programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and persons with disability; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services.

There are several programs and services being implemented by the Local Government Unit even before the mandanas ruling. Collaborative effort has been a practice with DSWD for technical support and for smooth implementation of both National and Local PPAs.

There is no existing implementation of community-based forestry project, absence of management and control of communal forest, no establishment of tree parks, greenbelts and similar projects, absence of seedbank to produce seedlings, absence of extension services to beneficiaries of forest development project, absence of air, water and land pollution programs, absence of solid waste facilities such as sanitary land fill, absence of alternative technologies for solid waste. Presently, the LGU implementing solid waste management with partial compliance of RA 9003 and a small area for social forestry project.

The LGU of San Fernando in terms of Environmental and Natural Resources management playing a very small area of concern in implementing programs, projects and activities as mandated by various environmental laws such as RA 8749 (Philippine Clean Air Act), RA 9275 (Philippine Clean Water Act), RA 9003 (Ecological Solid Waste Management Act) and RA 7160 the local government code of 1991.

While Mandanas ruling or full devolution of function of national agencies to the LGUs in a definite time will be implemented as such the LGU will compel to implement programs, projects and activities to comply the mandate of the LGU with this various law. To effectively achieve the target with the present set up of the LGU structure relating to environment and natural resource management there is a need to separate an office from the existing attachment to the Office of the Mayor to a MENRO office.

In compliance with the Mandana's ruling, it is doing its best to concretize the devolved functions if only to give our constituents the general welfare and well-being they are entitled. Yet given the stated limitations, the LGU is modest enough to still expect from the national government the necessary support be it financial and/or technical component wise specifically on its deficient points. Given this premise that with the continued support of the national government at a given timeframe, it is no doubt, the LGU of San Fernando will be able to gradually concretized its mandated devolved functions in due time and much more provide our constituents the convenience and comfortable life they so deserve.



Attachment 2-A: Phasing of Full Assumption of Devolved Functions, Services, and Facilities for Provinces/Cities/Municipalities

PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES

SAN FERNANDO  
(LGU)

AGRICULTURAL SERVICES												
Functions/ Services/ Facilities to be Assumed	Programs/Proj ects/ Activities for Implementatio n	Timeli ne for Full Assum ption	Implem enting Office/ Unit	Resource Requirements								
				Personnel/Staffing			Capacity Development			Funding		
				FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024
[1]	[2]	[3]	[4]	[5]								
<b>A. Agricultural and Fishery Services</b>												
1. Grains Development Programs (Rice & Corn)	a. Seed farms / Production area	CY 2023	MAO		Hiring of two (2) Admin Aide II SG 2 P 330,19 9.00	Hiring of Agricult urist II SG 15 403,522. 00 and Admin Aide II SG 2 180,099. 50		(enabling policies): passing/creation of ordinance on the procurement of lot for rice seed farms /production area and creation of two (2) Admin Aid II SG	(enabling policies): passing an ordinance on the creation of plantilla position of Agriculturist II SG 115 undergo trainings on extension Delivery System or other related trainings for agricultural extension workers (P20K)		330,199. 00	603621. 50.00

	a.1. procurement of Rice land for rice seedfarm/production area (1.0 ha), P 5M	CY 2023	MAO		Hiring of Farm Worker II SG 4-198,642.50	Hiring of Farm Worker II SG 4-198,642.50		Enabling policies ) passing an ordinance on the creation of plantilla position of farm worker II undergo training on the assistance of the work (2oK)	(enabling policies): passing an ordinance on the creation of plantilla position of Farm Worker II undergo trainings on the assistance of the work(20K)		218,642.50	218,642.50
	a.2 Empowerment of rice seed growers to produce high quality seedsTraining Course on rice Seed Certification on High Quality Inbred Seeds 50k	CY 2023	MAO					Training Course for Seed Inspector (50,00.00			50,000.00	
	b. local distribution channel	CY 2023	MAO									
	b.1 Procurement of rice seeds from local seed growers @ 20 kg/bag (1.5 M)	CY 2023	MAO									
	b.2 Market linkaging of produced products(milled rice and corn grits) to clientele	CY 2023	MAO									

	c. Procurement of subsidized fertilizer(rice and Corn) 150k	CY 2023	MAO									
	d. Procurement of corn seeds(hybrid and OPV) 75k	CY 2023	MAO									
	e. Procurement of cassava planting materials 50k	CY 2024	MAO									
	e1. Training Course on Cassava Production	CY 2024	MAO						Training Course on Root Crops Production 50k			50,000.00
2. High Value Crops Commercial Development Programs	a. Support assistance to Gulayan sa Paaralan Program of DepEd Elementary and Secondary Schools	CY 2023	MAO			Hiring of Agriculturist 1 SG 11 P 295,712.00	(enabling policies): passing an ordinance on the creation of plantilla position Agriculturist 1 SG 11 undergo trainings on extension Delivery System or other related trainings for agricultural extension workers (20k)			20,000.00	295,712.00	
	a.1. Provision of Farm inputs (procurement of mixed vegetable seeds, fertilizers and garden tools) P	CY 2023	MAO									

	150K Training Course on Taro Production 50k							Training Course on Taro Production 50k			50,000.00	
3. Animal Health, Livestock and Poultry programs	a. Livestock and Poultry Dispersal	CY 2023	MAO			Hiring of Veterinarian 1 SG 13 P 363,860.00 K	(enabling policies): passing an ordinance on the creation of plantilla position for Veterinarian 1 SG 13 undergo trainings on extension Delivery System or other related trainings for agricultural extension workers(20K)			20,000.00	363,860.00	
	a.1. Procurement of Livestock and poultry stocks for dispersal P 500K	CY 2024	MAO			Hiring of 3 meat inspector I SG 6 205,100.00			Enabling policies passing an ordinance on the creation of plantilla position of meat Inspector I undergo training on maintaining the meat quality assurance & safety.			1,115,300.00
	a.2. Procurement of biologics and paraphernalia 100k	CY 2024	MAO						Creation/established of slaughterhouse master/supervisor and undergo training in the			100,000.00

									total supervision of facility. 100k			
4. Fishery and Aquatic Resource Management & Development Programs:	a. Dispersal of fingerlings and other aquaculture seeding materials	CY 2024	MAO			Hiring of Agricultural Technician I (SG 6) 205,100.00		Undergo trainings on extension delivery System or other related training for agricultural extension workers (20k)			20,000.00	205,100.00
	a.1. Procurement of fingerlings 150k - size 17(tilapia) milkfish, catfish  Training on Tilapia, Catfish and milkfish Production 50k	CY 2024	MAO						Training on Tilapia, Catfish and milkfish Production 50k			50,000.00
	b. Establishment of Fish port and wharf (1.5M)	CY 2024	MAO					Policy Creation of municipal ordinance on the establishment of fish port and wharf in coastal barangays				
5. Farm Modernization Program												

5.1 Irrigation and Infrastructure	a. Communal Irrigation	CY 2024	MAO			Hiring of Agricult ural Engineer I (SG 12)- 341,232. 00		(enabling policies): passing an ordinance on the creation of plantilla position for Agricultural Engineer 1 SG 11			50000	341,232. 00
	1. Operations subsidy (105,000 @ 700 hectare) and Maintenance subsidy(1750 per canal)of CIS  3.5 km for earth per canal 7-km for concrete per canal  2. Monitoring and Evaluation of CIS  Training Course on Land Surveying; Procurement of Surveying materials	CY 2023	MAO					Refresher on the preparation of engineering plan, specifications and program of Work of Irrigation Canal.				

	b. Inter-barangay irrigation  1. Operations and Maintenance of inter-barangay irrigation  2. Monitoring and Evaluation of inter-barangay irrigation	CY 2024	MAO					Procurement of High-end Computers in Mapping; software application			100,000.00	
	c. Rainwater collector(for irrigation purposes esp, rainfed areas)	CY 2024	MAO					Training on the Technology in the collection of rainwater			70,000.00	
	d. Spring development (for farm irrigation)	CY 2024	MAO					Training on the Spring construction and development			70,000.00	
	e. Maintenance of municipal and barangay roads(FMR)	CY 2024	MAO									
	e.1. development of farm-to-market network plan	CY 2024	MAO					Training Course on Geographical Information System(GIS)			70,000.00	
	e.2. Facilitate Road-Right of Way							Training on Farm-to-Market Roads-Legal Basis			70,000.00	
	f. Soil resource utilization	CY 2024	MAO									

	f.1. Conversion of agricultural waste into soil-based medium  Traning Course on Vermicomposting								Traning Course on Vermicomposting			50,000.00
	g. Soil conservation projects	CY 2024	MAO									
	g.1. Use of SALT(Sloping Agricultural Land Technology)	CY 2024	MAO					SALT materials/ Technology Adaptation Course			50,000.00	
6. Research and Extension Services												
	a. On site research	CY 2024	MAO			Hiring of Agriculturist I (SG 11) 295,712.00	(enabling policies): passing an ordinance on the creation of plantilla position for Agriculturist 1 SG 11 undergo Training on Extension Delivery System or other related course for agricultural extension workers 20k			20,000.00		295,712.00
	a1.Technology Package research a.2 Magsasakang Siyentista	CY 2022	MAO							50,000.00		



	b. Demonstration Technologies	CY 2022	MAO									
	b1. Corn Demo Site Agri-Doc Training Course; Season Long Farmer's Field School	CY 2022	MAO					Agri-Doc Training Course;			100,000.00	
	c. Transfer of Technologies	CY 2022	MAO									
	c1. Farmer's Field Schools/Meetings/Seminar	CY 2022	MAO					. Farmer's Field Schools/Meetings/ Seminar			500,000.00	
	d. Agricultural Extension	CY 2022	MAO									

**PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES**

<b>MUNICIPAL HEALTH OFFICE</b>													
Functions/Serv ices/ Facilities to be Assumed	Programs/Project s/ Activities for Implementation	Timeline for Full Assumption	Implem enting Office/ Unit	Resource Requirements									
				Personnel/Staffing			Capacity Development			Funding			
				FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	
[1]	[2]	[3]	[4]	[5]									
<b>Health Services</b>													
<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles)</b>	Emergency Transport Services	2024	San Fernando RHU		1 (Hiring of 1 Ambulanc e Driver and 1 Nurse)	2 (Hiring of 1 Ambula nce Driver and 1 Nurse)						PHP 592,641.0 0	PHP 592,641. 00
							BLS Training ACLS Training				PHP 5,000.00		
	Upgrade of Equipment of the Ambulance										PHP 1,000,000 .00		
<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles) TTMF</b>	Construction/Establish ment of Temporary Treatment and Monitoring Facility	2024	San Fernando RHU		2 (Hiring of , 2 nurses & 2 Midwife)	2(Hiring of 2 Nurse, 1 Midwife and 1 Utility))	Training for Standard Health Protocol for Covid- 19 %				PHP 5,000.00	PHP 1,398,468 .00	PHP 1,102,75 6.00

<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles) TTMF</b>	Expansion of Laboratory Services	2023-2024	San Fernando RHU			1(Hiring of 1 Rad Tech)1 Laboratory Aide)						PHP 494,354.50
<b>Epidemiology and Surveillance</b>	Hiring of Disease Surveillance Officer (DSO)	2022	San Fernando RHU			1 (Hiring of 1 DSO)	Training for Standard Health Protocol for Covid-19					PHP 295,712.00
<b>Human Resources for Health Deployment</b>	1 Nurses/ Midwife per BHS	2024	San Fernando RHU			5 (Hiring of 5 Nurses)	BLS Training ACLS Training					PHP 2,017,610.00
<b>National Rabies Prevention and Control Program</b>	Establishment of Animal Bite Treatment Clinic	2023	San Fernando RHU			1 (Hiring of 1 Nurse)	Training for Animal Bite Treatment at RITM			PHP 20,000.00		403,522.00
<b>National Family Planning Program</b>	Establishment of Stand-alone Family Health Clinic at Brgy Pinamasagan and Brgy Daculang Tubig	2023	San Fernando RHU			2 (Hiring of 2 Midwives)						PHP 591,424.00
<b>National HIV/AIDS &amp; STI Prevention and Control Program</b>	Procurement and distribution of: Syphilis rapid test kit, Hepatitis B viral load reagents, HIV viral load point of care test (POC), HIV RDT-1 (for screening)	2023						Training for HIV/AIDS at San Lazaro Hospital, Manila			PHP 50,000.00	

**PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES**

<b>MSWDO (SOCIAL SECTOR)</b>												
<b>Functions/Service s/Facilities to be Assumed</b>	<b>Programs/Projects /Activities for Implementation</b>	<b>Timeli ne for Full Assum ption</b>	<b>Implem enting Office/ Unit</b>	<b>Resource Requirements</b>								
				<b>Personnel/Staffing</b>			<b>Capacity Development</b>			<b>Funding</b>		
				<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b>[1]</b>	<b>[2]</b>	<b>[3]</b>	<b>[4]</b>	<b>[5]</b>								
<b>Family and Community Welfare Program</b>												
Program for Returning OFWs' Services/Programs for Potential OFW and Families	Case Management, Medical Assistance, Livelihood Program for Returning OFWs	2024	MSWDO			Hiring of Social Welfare a Assista nt SG 8-231,812.00						231,812.00
National Family Violence Prevention Program	Advocay Campaign for Family Violence Prevention Program	2022	MSWDO									
<b>Livelihood Program /Sustainable Livelihood Program</b>	Technical - Vocational Skills Training, Pre - Employment Assistance, Cash for Building Livelihood Assistance and Seed Capital Fund	2024	MSWDO		Hiring of Commun ity Affair Officer I SG 11-295,712.00	Hiring of Commu nity Affair Officer II SG 15	Formulati on of SLP Guidelines		Capacity Training on Project proposal preparation, and Monitoring and Evaluation for		295,712.00	3,000,000.00

<b>KALAHI - Comprehensive Integrtaed Delivery of Social Services</b>	<b>Funding of proposed project of the barangay</b>	2024	MSWDO			(403,522.00)			special project 30,000.00			KC Project 5,500.00.00
<b>Assistance to Individuals in Crisis Situation</b> Non - cash, Education Assistance, Emergency Shelter Assistance	Non - cash, Education Assistance, Emergency Shelter Assistance	2024	MSWDO			Hiring of Administrative Officer III SG 14-390,351.00	Formulation of Guidelines / Municipal Ordinance for Non-Cash, Educational, and Emergency Shelter Assistance	Enhancement Training for the existing staff 20,000.00			20,000.00	4,000,000.00
Crisis Mnagement Monitoring Syatem ( Crims)	Crisis Mnagement Monitoring Syatem ( Crims)											
The Republic Act (R.A.) 9208, also known as the <b>Anti-Trafficking in Persons Act</b> of 2003, institute policies to eliminate trafficking in persons especially women and children. It establishes the necessary institutional mechanisms to protect and support trafficked persons, and provides penalties for its violations. In 2012,the R.A. 9208 was amended through the R.A. 10364 also known as the Expanded Anti-Trafficking in Persons Act.	<b>Services for Victim - Survivor of Trafficking of Persons</b> Comprehensive case management on all TIP Cases; Managing cases of human trafficking to ensure the proper recovery and reintegration of TIP victim survivors.; Enhanced implementation of the GRCM (Gender Responsive Case Management)	2024	MSWDO			1 - Hiring of Social Welfare Officer II (SG 15) 403,522.00	SB - Creation of the position	Capability Training on JJWC, Laws on Children and Case Management 20,000.00			20,000,00	423,522.00

Capability Enhancement for Service Providers	Intensive Advocacy Activities Capacity Building Activities on Psychological First Aid, Gender Responsive Case Management, Trauma Informed Care and knowledge on TIP - related Laws							Traning for Psychological First Aid and Case Management 20,000.00			20,000.00	
Protection and care for women victims of abuse Establishment of Women Crisis Center	Establishment of Rape /Women Crisis Center		MSWDO					Enhacement Training for Existing staff other related laws on women 20,000.00			20,000.00	
Pursuant to RA 7160, basic community social service program implemented had been devolved to LSWDO hence, implementation and fund allocation for the program rest on the LGUs. The DSWD FO will provide technical assistance and resource augmentation.	<b>Children and Youth Welfare Program</b> Community Service thru Immersion Outreach Program (IOP), Weekend Youth Brigade (WYB), Government Internship Program (GIP);	2024	LGU			Hiring of Youth Development Assistant II (SG 8) 231,812.00	SB - Creation of the position Training on Self e				100,000.00	231,812.00

<p>Mandates the use of child restraint system on board motor vehicles to ensure the safety and welfare of child passengers for children below 12 unless he/she is already at least one hundred fifty (150) centimeters or fifty-nine (59) inches in height</p>	<p>Advocacy Campaign; Inclusion in Developing/Updating the Local Children Code; Local Adoption of the Act through a Municipal Ordinance  <b>RA 11229 – Child Safety in Motor Vehicles Act</b>  <b>REPUBLIC ACT No. 10666</b> AN ACT PROVIDING FOR THE SAFETY OF CHILDREN on BOARD MOTORCYLES  <b>REPUBLIC ACT NO. 10821</b> Children's Emergency Relief and Protection Act  <b>RA 11036</b> National Mental Policy  <b>RA 11037</b> Masustansyang Pagkain para sa Batang Pilipino  <b>RA 11148</b> Kalusugan at Nutrisyon ng magnanay Act  <b>RA 9231</b> Special Protection of Children Against Child Abuse Exploitation and Discrimination Act  <b>RA 11188</b> Special Protection of Children in Armed Conflict</p>	<p>2022</p>	<p>MSWDO</p>				<p>Updating the Local Children Code to include new laws on Children and Implementation of Program</p>					
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<p>Foster Care Program (Aruga at Kalinga sa Barangay) - a completed social technology project of DSWD. It is an act to strengthen and propagate foster care for abused, abandoned, neglected and other children with special needs, providing appropriations therefore and for other purposes.</p>	<p>Foster Care Program Foster Parent to provide a planned substitute parental care to abandoned, neglected and other children in need of temporary parental care. These children may either come from the centers and institutions or referred/rescued from the community/street.</p>	<p>2022</p>	<p>MSWDO</p>				<p>Orientation on Foster Care Program of existing staff 20,000.00</p>			<p>100,000.00</p>	
<p>Section 4. National Feeding Program. - The National Feeding Program, hereinafter referred to as the Program, is hereby established to address undernutrition among Filipino children.</p>	<p><b>Supplemental Feeding</b> Allocation of Fund for children enrolled at Child Development Center Php 15.00 per Child</p>	<p>2023</p>	<p>MSWDO</p>							<p>2,000,000.00</p>	



Case Management of Children in Need of Special Protection Cases - Street Children, Victims of Trafficking, Child Labor, OSAEC, Children in Armed Conflict, Victims of neglect, abandoned etc.. (Psycho-social Services, Legal Assistance, Family Support, Health, Nutrition and Education Services ,Re-integration Services; After Care and Follow up Services et.al)	Case Management of Children in Need of Special Protection Cases - Street Children, Victims of Trafficking, Child Labor, OSAEC, Children in Armed Conflict, Victims of neglect, abandoned etc.. (Psycho-social Services, Legal Assistance, Family Support, Health, Nutrition and Education Services ,Re-integration Services; After Care and Follow up Services et.al)	2024	MSWDO			1 - Hiring of Social Welfare Officer II (SG 15) 403,522.00	CapDev on Case Management of Children and other related laws on Children 20,000.00				20,000.00	403,522.00
Intervention, Diversion, Rehabilitation Program	Intervention, Diversion, Rehabilitation Program for Juvenile Justice Welfare	2024	MSWDO									
3 year- Comprehensive Local Juvenile Intervention Plan	3 year- Comprehensive Local Juvenile Intervention Plan	2024	MSWDO				Preparation of Comprehensive Local Juvenile Intervention Plan					
Establishing Bahay Pag Asa Center for Youth	Establishing Bahay Pag Asa Center for Youth											
Social Technology Projects for Children	Social Technology Projects for Children	2022	MSWDO				Orientation on Social technology for Children 100k			100,000.00		

<b>PERSON WITH DISABILITY WELFARE (may consider increase in PWD allocation for 5%)</b>	<b>PERSON WITH DISABILITY WELFARE (may consider increase in PWD allocation for 5%)</b>											
Observance of the National and International Disability Related Activities (e.i. National Cancer Consciousness Week, Women with disability Celebration, Down Syndrome Consciousness month, World Autism Awareness Day, National Rare Disease Week, NDPR, White Cane safety day, Cerebral Palsy Awareness Week, Skills Training for Persons with Disability	Observance of the National and International Disability Related Activities (e.i. National Cancer Consciousness Week, Women with disability Celebration, Down Syndrome Consciousness month, World Autism Awareness Day, National Rare Disease Week, NDPR, White Cane safety day, Cerebral Palsy Awareness Week, Skills Training for Persons with Disability	2024	MSWDO			Hiring of Social Welfare Office I (SG 11) 295,712.00	Enhancement Training existing staff for laws on PWD and other related laws 20,000.00		CapDev for laws on PWD and other related laws on PWD 10,000.00	250,000.00		295,712.00
Hiring of PDAO Officer and Administrative Staff	Hiring of PDAO Officer and Administrative Staff											
Tuloy Aral Walang Sagabal (TAWAG)	Tuloy Aral Walang Sagabal (TAWAG)	2022	MSWDO				Formulation of Guidelines for Tuloy Aral Walang Sagabal					
Conduct of Home Care Support services	Conduct of Home Care Support services	2024	MSWDO									50,000.00

Training for Parents/Guardian on Proper Care	Training for Parents/Guardian on Proper Care	2022	MSWDO							P50,000.00		
National Referral System for Person with Disability	National Referral System for Person with Disability	2022	MSWDO				Institutionalization of Referral Pathway for PWD					
<b>SENIOR CITIZEN WELFARE</b>	<b>SENIOR CITIZEN WELFARE</b>	2023			Hiring of Social Welfare Office I (SG 11)295,712.00		CapDev laws on Senior Citizen and other related laws 20,000.00			20,000.00	P295,712.00	
Homecare Support Services	Homecare Support Services	2023	MSWDO									50,000.00
<b>Social Pension (Transfer to NCSC although LGU can still implement this under LGU fund covering non beneficiaries of NGA)</b>	<b>Social Pension (Transfer to NCSC although LGU can still implement this under LGU fund covering non beneficiaries of NGA)</b>	2024	MSWDO					Municipal Ordinance under LGU Fund covering non ben of NGA				5,000,000.00
As per Section 3 of the Centenarian Act. The local government Unit concerned shall determine the amount of cash incentive Centenarian (Transfer to NCSC)	<b>LGU Cash Incentive for Centenarian</b>	2022	MSWDO				Municipal Ordinance for LGU Cash Incentive Centenarian			100,000.00		

**PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES**

<b>INFRASTRUCTURE SERVICES</b>												
<b>Functions/Service s/Facilities to be Assumed</b>	<b>Programs/Projects/ Activities for Implementation</b>	<b>Timeline for Full Assumption</b>	<b>Implementing Office/Unit</b>	<b>Resource Requirements</b>								
				<b>Personnel/Staffing</b>			<b>Capacity Development</b>			<b>Funding</b>		
				<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<i>[1]</i>	<i>[2]</i>	<i>[3]</i>	<i>[4]</i>	<i>[5]</i>								
<i>INFRASTRUCTURE SERVICES</i>												
(Implementation of the National Building Code of the Philippines in the municipality)	Inspection of the projects and structures subjected to issuance of construction permits, etc.	2023	MEO		Hiring of 1 Building Inspector sg-11 (295,712.00)		Enactment of ordinance creating position for Building Inspector		Attendance to training for structural analysis on retrofitting and other related trainings (30,000.00)		295,712.00	30,000.00

Municipal buildings, Sports Facilities & Equipments	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Sports Facilities	2023	MEO		Hiring of 1-Engineer I sg-12 (341,232.00)		Enactment of ordinance creating position for Engineer I	Attendance to trainings based on the updated IRR of National Building Code and other related trainings (30,000.00)			371,232.00	
	Purchase of Sports Equipments	2023	MEO		Hiring of 1-Clerk II sg-4 (198,642.00)		Enactment of ordinance creating position for Clerk II				198,642.00	
Public cemetery	Development of Public Cemetery Master Plan or Utilization Plan	2023	MEO									
School building & facilities for elem. & secondary levels	Construction/Improvement/Expansion/Rehabilitation and Maintenance of School Building/Facilities	2023	MEO		Hiring of 1 Engineering Assistant sg-8 (231,812.00)		Enactment of ordinance creating position for Engineering Assistant				231,812.00	
Fish Ports	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Fish Port	2023	MEO/MAO				Ordinance on the Establishment of Fishport on the Coastal Brgys.					

Artesian wells, spring development, rain water collection systems	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Artesian Wells	2023	MEO									
	Spring Development Project	2023	MEO									
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Rain Water Collection Facility	2023	MEO									
Seawalls, dikes, drainage & sewerage & flood control	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Seawall	2023	MEO					Provision of CAD Softwares, Sketch-Up, GIS Mapping System (150,000.00)	Conduct survey, ground profiling, evaluate tributary creeks and discharge outlet (150,000)		220,000.00	150,000.00
	Construction/Improvement/Expansion/Rehabilitation and Maintenance of Dikes	2023	MEO				Enhanced training on GIS mapping, Road survey and Profiling, CAD drafting (70,000.00)					
	Formulation of Municipal Drainage/Sewerage Master Plan	2023	MEO									
Traffic signals & road signs	Infrastructure facilities such as traffic signals and road signs and similar facilities	2023	MEO									

**PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES**

<b>ENVIRONMENTAL SERVICES</b>												
<b>Functions/Ser vices/Facilities to be Assumed</b>	<b>Programs/Pr ojects/Activiti es for Implementati on</b>	<b>Timeline for Full Assumpti on</b>	<b>Implem enting Office/U nit</b>	<b>Resource Requirements</b>								
				<b>Personnel/Staffing</b>			<b>Capacity Development</b>			<b>Funding</b>		
				<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b>[1]</b>	<b>[2]</b>	<b>[3]</b>	<b>[4]</b>	<b>[5]</b>								
implementation of community-based forestry projects which include integrated social forestry programs and similar projects;	Reforestration of open and degraded areas and rehabilitation of critical watersheds through integrated social forestry program	<b>2024</b>	<b>OM</b>			hiring of MENRO W/SG24 P1,115,819.00, hiring of (2) administrative Aide 1 SG 1 (343K)	CB FM training for Pilot sites	Organizational Development Training and other related training ... Creation of MENRO office (50K)	Sustainable forest management training for timber and non-timber forest resource and other related training 50,000.00		50,00,00	1,508,819.00
management and control of communal forests with an area not exceeding fifty (50) square kilometers	Drafting and approval of Community forest management plan or communal forest sustainable operation plan Identification of community watersheds for management and control of communal forest.	<b>2024</b>	<b>OM</b>			hiring of 1 forester 1 w/SG 11 P 295,712..00		Drafting of Ordinance for Communal Forest Mgt and Control	Training on Communal Forest Management and other related training (80K)			375,712.00

establishment of tree parks, greenbelts, and similar forest development projects;	Identification of potential sites and support for the establishment of tree parks, greenbelts and similar forest development projects	2024	OM			hiring of 1 forest technician I w/SG 6 P (205,100.00)		Training on the establishment and maintenance of greenbelts and tree parks and other related trainings 50K			P50,000.00	P205,100.00
Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance	Extension support and assistance to beneficiaries of forest development projects and natural resources-related conservation and utilization activities.	2024	OM			hiring of admin aide III w/SG 3 (P189,119.00 )						P189,119.00
implement measures to prevent and control land, air and water pollution	Train LGU staff in pollution control Pollution prevention program	2023	OM			hiring of admin aide VI w/SG 6 (P205,100.00)		Training of staff in pollution control to be designated pollution control officer(100K)			P100,000.00	P205,100.00
Implement measures to reduce greenhouse gas emissions	Identification and implementation of mitigation option or strategies to limit greenhouse gas emission	2023	OM									



implement measures to prevent and control air pollution	Air pollution prevention program	2023	OM									
To share the responsibility of managing and improving of water quality within their territorial jurisdictions, prepare water quality management area action plan and compliance scheme, comply with the framework of the Water Quality Management Action	Prepare water quality management area action plan	2024	OM			Hiring of admin III SG 3 (189,119.00)	Training in drafting of water quality management area action plan (50,000.00)			50,000.00		P189,119.00
Monitoring of water quality	Collection of samples in monitoring station, ponds and similar water bodies in regular basis or need arises. Submission to laboratory for analysis and recommendation.	2024	OM									

implement measures to prevent and control water pollution	Water pollution prevention program	2024	OM									
Provision of sanitary Land Fill for final disposal of waste	Construction, operation and maintenance of Sanitary Land Fill Facility	2024	OM			Hiring Environmental management specialist II SG 15 (403,522.00)			Seminar on Ecological Solid Waste Management System and other similar trainings 100K			P503,522.00
Provision of alternative technologies for solid waste	Procurement, operation and maintenance of Machines and equipment for processing of waste	2024	OM			hiring of 4 admin aide 1/SG1 1 (P686K )						686,000.00
Treatment of hazardous/infectious waste	Submission of hazardous waste to accredited TSD Treatment Storage and Disposal Facility	2023	OM					MOA w/ TSD treatment storage and disposal facility operator with LGU			150,000	150,000

Provision of recycling facility	Construction, operation and maintenance of Recycling Facility	<b>2023</b>	<b>OM</b>					Product development training from waste Materials and other related trainings			1 M	
Provision of Special Waste storage facility	Construction, operation and maintenance of Special Waste Facility	<b>2023</b>	<b>OM</b>					Training for operation of Special Waste Facility and other related trainings			300,000	

**PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES FOR PROVINCES/CITIES/MUNICIPALITIES**

<b>TOURISM</b>												
Functions/Services/Facilities to be Assumed	Programs/Projects/Activities for Implementation	Timeline for Full Assumption	Implementing Office/Unit	Resource Requirements								
				Personnel/Staffing			Capacity Development			Funding		
				FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024
[1]	[2]	[3]	[4]	[5]								
Pursuant to RA 7160, basic community social service program implemented had been devolved to LSWDO hence, implementation and fund allocation for the program rest on the LGUs. The DSWD FO will provide technical assistance and resource augmentation.	<b>Youth Welfare Program</b> Youth Profiling, gathering data of information of LGU.	2024	OM			Hiring of Youth Development Officer I (SG 10) (P267,655.00)			Training on Youth Development 20,000.00			P287,655.00
		2024	OM			Hiring of IT Officer SG 8 (P231,812.00)			Capability enhance training on said position (20K)			P251,812.00

		2024	OM			Administrative Aide I (SG 1) P171,500.00						171,500.00
Mandates the use of child restraint system on board motor vehicles to ensure the safety and welfare of child passengers for children below 12 unless he/she is already at least one hundred fifty (150) centimeters or fifty-nine (59) inches in height	Livelihood trainings and programs for Out of School Youth	2024	OM/TESDA						Trainings on Sustainable Livelihood Program such as baking, sewing and other trainings for out of school youth that will help them provide for their daily expenses and improve local production to the market.			500,000.00
Section 4. National Feeding Program. - The National Feeding Program, hereinafter referred to as the Program, is hereby established to address undernutrition among Filipino children.	Municipal Scholarship Grant/ Educational Assistance for Indigent College Students who studies in Private School. 100 Municipal Scholars and 10% of their tuition fee will be covered by LGU.	2024	OM						Ordinance from SB. Selection of 100 indigent Municipal Scholars from 22 barangay through life and educational background checking/ verification and interview.			1,000,000.00

Establishing Bahay Pag Asa Center for Youth	Establishing Tourism Office											
Social Technology Projects for Children	<b>TOURISM</b>											
	Enlisting of tourist spots that can be found within San Fernando.	2024	OM			HIRING OF TOURISM OFFICER I (SG 11) P295,712.00			Capability Development training/seminar (20K)			315,712.00
		2024				Hiring of Clerk I (SG 3) P189,119.00, and Hiring of Utility I (SG 1) P171,500.00						P360,619.00

	Develop tourist destination such as beaches to coastal areas and other ecological spots such as caves, trekking areas and historical sites in San Fernando.	2024	OM						Coordinate with private sectors or local investors who wants to establish resorts through SB Ordinance, Safety Ordinance including the Environmental Fee to maintain the beauty and cleanliness of our beaches.			100,000.00
	Develop and Improve LGU Website and formulate a tourism plan for the development and further enhancement of tourism in our Municipality.	2024	OM						Develop and Improve LGU Website so that when they click that website they can easily look for possible tourist destinations they can visit here in San Fernando. Craft or Create a tourism plan that will serve as the guide to develop and further enhance our tourism.			

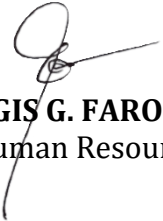
	Promote a tourism industry that is ecologically sustainable, responsible, participative, culturally sensitive, economically viable, and ethically and socially equitable for local communities through promotional campaign.	2024	OM						Promote tourist destinations here in San Fernando through promotional campaigns using different platforms. Brochures, Facebook Page and Vlogging.			100,000.00
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Prepared by:



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 Local Chief Executive  
 Date:



## Description on the Phasing of Full Assumption of Devolved Functions, Services, and Facilities for San Fernando

**Agricultural Services**-In view to the full assumption of devolved functions, services and facilities, Annex F1 were generated to elaborate the devolved PPA's of specific Functions/Services/Facilities. We have 6 Programs we will be affected by this devolution transition plan such as Grain Development Programs (which includes the.) Seed Farms/ Production Area, b) local distribution channel, c) Procurement of subsidized fertilizer (for rice and corn), d) Procurement of corn seeds (hybrid and OPV), and e) Procurement of cassava planting materials.

The seed farms/Production Area covers the procurement of rice land with 1 hectare on the production of High-Quality inbred Seeds and empowerment of rice seed growers. It includes the Hiring of three (3) Administrative Aide SG2 and one (1) Agriculturist II SG15 on 2023 and 2024, respectively. To capacitate farmers has training course on rice Seed Certification on High Quality Inbred Seeds while the capacity requirements for personnel are as follow: training Course for Inspector. The transition period for the devolved functions is from 2023-2024. The component includes the procurement of rice seeds from local seed growers, subsidized fertilizers (rice and corn), corn seeds (hybrid and OPV), cassava planting materials. Other training course include is Training Course on Root Crops Production. The budget allocation is 7,805,000.00 pesos.

The second component which is the High Value Crops Commercial Development Programs with the devolved functions on the support assistance to Gulayan sa Paaralan Program of DepEd Elementary and Secondary Schools to be assumed by year 2023. Hiring of Agriculturist 1 SG 11, the functions and responsibilities will be designated. Enabling policies of the ordinance should be infused. The budget allocation is 490,000.00.

The third component is on the Animal Health, Livestock and Poultry program, which includes the dispersal of livestock and poultry stocks; and procurement of biologics and paraphernalia as devolved functions. As part of the transition period, hiring of veterinarian 1 SG13 shall be created and appointed to spearhead animal health, livestock and poultry programs. Policy on the creation of plantilla position shall be enacted into municipal ordinance. The budget allocation is 980,000.00.

The fourth component is on the Fishery and Aquatic Resource Management & Development Programs, which indicated the devolved functions on the dispersal of fingerlings and other aquaculture materials; and Establishment of Fish Port and wharf. The activities under these services is the procurement of fingerlings of tilapia, milkfish and catfish. The budget allocation for this component is 1,920,000.00

The fifth component is on the devolved functions in Farm Modernization program. Hiring of Engineer 1 (preferably Agricultural Engineer) for the year 2023, he is responsible in facilitating agri—fishery machinery and infrastructure (engineering activities). Passing municipal ordinance on the creation of plantilla positions shall be created. For capacity development of personnel, the following trainings shall be attended; Refresher on the Preparation of engineering Plans, specifications and Program of Work of Irrigation canal, procurement of High-end Computers in Mapping; software application; Training on the Technology in the collection of rainwater; training on the spring Construction and Development; Training Course on Geographical Information System; Training on FMR-Legal Basis and SALT Adaptation Course. Budgetary Requirement of 590, 000.00 for Year 2024. The last component has devolved functions on Research and Extension Services which includes on-site research, Demonstration Technologies, Transfer of Technologies, Agricultural Extension. Hiring of Agriculturist I SG 11 shall be created and appoint qualified employee who can meet the qualification standards. Policy shall be enforced in the creation of plantilla position. Budgetary Requirement of 440,000 for the Year 2024.

**Health Services**-Assumption of devolve function entails that the LGU will be facilitating the health programs devolve along with the functions/projects that it possesses. One such program is the Health Facilities Enhancement Program (Infrastructure, Equipping and Mobile Vehicles). This program caters to the tangible assets for health. This program is already in existence due to the monitoring and management of the Birthing Facility and the different BHS in the barangays. However, there are still needs the following: Licensed Ambulance, Temporary Treatment and Monitoring Facility and the Extension of Laboratory Services.

The Rural Health Unit is in need licensed ambulance that will be used for emergency services it will be manned by ambulance driver with trained personnel, preferably a nurse. They will require trainings for Basic Life Support and Advance Cardiac Life Support. They will be in full rotation once the staff and personnel and fully filled. Moreover, the Temporary Treatment and Monitoring Facility is important during this pandemic. It will be manned by nurses and midwives, as well a utility personnel, which will be on rotation once the staff are fully filled up. Furthermore, the Extension of Laboratory Services radiates to the radiology services where there is a need for a radiology technologist for its operation as well as a Laboratory Aide to help alleviate the increase in the workload in the Laboratory.

Another program is the Epidemiology and Surveillance program that tackles the Emerging and Re-emerging Diseases. It is planned by 2024 that a Disease Surveillance Officer (DSO) will be hired to ensure that infectious diseases will be kept at bay.

Another program is the Human Resource for Health, which will be greatly affected by the devolution. The HRH is already an integral part in the provision of health services to the people of San Fernando. And because of the devolution, it is encouraged that the LGU continue the program and absorbed the said personnel. These personnel are essential to maintain the 1 health worker is to 1 barangay status. By 2023 only nine (9) of the current HRH will be hired by the Department of Health. They will be assigned in the GIDA barangays. By 2024, all HRH are assumed to be absorbed by the LGUs. Moreover, the hired nurses and midwives from the different program will still have an assigned barangay. Moreover, these nurses and midwives are in-charge of different health programs. Thus, they are essential in the operation as well as the facilitation of the health services.

The National Rabies Prevention and Control Programs aims to first manage, then eliminate the cases of rabies. The municipality needs an Animal Bite Treatment Center that will cater to the people who had suffered animal bite. Here, they will be subjected to an anti-rabies treatment. A trained nurse in essential to man the clinic.

The National Family Program is already implemented in the municipality. In fact, the RHU is already catering to the family planning need of the women of reproductive age. There is the facilitation of sub-dermal implant as well as IUD being offered in the RHU. But the goal is to reach all the women, particularly those in the far-flung area. Thus, a Stand-Alone Family Health Clinic is planned to be operated at Brgy. Pinamasagan and Brgy. Daculang Tubig. These clinics will ensure that even those in the coastal and upland areas are reached by our program.

The National HIV/AIDS and STI Prevention and Control Program is an important program that needs to be looked at, particularly since the cases of HIV/AIDS and STI across the nation is gradually increasing. Now there is a need for screening of such diseases. And the screening procedures needs kits. Moreover, the training of point person is also needed.

**Social Sector**- indicates and elaborates all the assumptions on the full devolution of functions/services/programs to the LGU, considering the devolved functions with certain activities, personnel, capacity requirement and funding. The form generates a total forecast budget for full devolution of functions with 12,725,000.00.

For the full assumption of devolved function, program and services. MSWDO implements mandatory programs (including completed soc tech and newly developed laws on family and community) Parent Effectiveness Service (PES) and/or Responsible Parenthood Service, Empowerment and Reaffirmation of Paternal Abilities (ERPAT), Family Casework/Counselling, Social Services for Solo Parents, Livelihood Program, and Substitute Homecare for Women in Especially Difficult Circumstances.

Program for Children and Youth such as Program for Street Families and Children (Rescue operation, educational assistance program, livelihood/skills program for parents), Foster Care Program. Intervention, Diversion and rehabilitation program for CICL.

Organization Capacitating the Senior Citizens. Provision of auxiliary social services (include assistive devices) and Social / Vocational Preparation for Employment Services for PWDs.

Implementation of Regular Sectoral Programs and Services Assistance to Individuals in Crisis Situation (AICS) [this includes: Transportation assistance; Educational assistance; Medical assistance; Burial assistance and other emergency needs]

**Menro**-Presently, the LGU of San Fernando has no existing office and lack of personnel to handle the different PPA's for the assumption of devolved functions, services and facilities for the implementation of Environmental and Natural Resources (ENR) services/functions as mandated by RA 9003, RA 7160, RA 9275, RA 8749 and other pertinent laws. Thereby, the proposal for the creation of the office of MENRO and hiring of personnel to handle specific task for different PPA's is being pushed to comply what is being mandated by the environmental laws and the LGC of 1991. The MEMRO office will be headed by a department head, the MENRO with technical personnel ; the EMS II, Forester I, Forest Assistant I and one (1) administrative aide VI, two (2) Administrative Aide III, and six (6) Administrative Aide I. The proposed implementation of the creation and hiring of personnel will be by year 2024.

The proposed programs, projects and activities (PPA's) for implementation are; reforestation of open and degraded area and rehabilitation of critical watersheds through integrated social forestry program, drafting and approval of community forest management plan or communal forest sustainable operation plan, identification of community watersheds for management and control of communal forest, identification of potential sites and support to the establishment of tree parks, greenbelts and similar forest development project, extension support and assistance to beneficiaries of forest development projects and natural resources-related conservation and utilization activities, train LGU staff in pollution control, implementation of pollution prevention program, identification and implementation of mitigation option or strategies to limit greenhouse gas emission, air pollution prevention program, prepare water quality management area action plan, collection of sample on monitoring station, ponds, and similar water bodies in regular basis or need arises, submission to laboratory for analysis and recommendation, water pollution prevention program such as rehabilitation and maintenance of agos river, construction, operation and maintenance of sanitary land fill facility, procurement, operation and maintenance of machine and equipment for processing of waste, submission of hazardous waste to accredited TSD treatment storage and disposal facilities, construction, operation and maintenance of recycling facilities and construction, operation and maintenance of special waste facility.

These programs/projects/activities will be implemented by the year 2023 and 2024 as timeline for full assumption for devolution of function, services and facilities to be implemented by the office of the Mayor or if approved by proposal for creation, the MENRO office.

Attachment 3-A: Capacity Development Agenda for Municipalities  
CAPACITY DEVELOPMENT AGENDA

**LOCAL GOVERNMENT UNIT OF SAN FERNANDO, CAMARINES SUR**

<i>Performance Area/ Governance Sector:</i>				<b>ECONOMIC SECTOR</b>						
<b>Current State</b>				<b>Desired State</b>						
<p>The Municipal Agriculture Office consisted of different programs such as Farm Production Technology, Livestock and Poultry Program, Cooperative Development Livelihood Development Program, Fishery and Aquatic Resource Management, Operation and &amp; Development Program.</p>				<p><b>Goals:</b>  <b>1.</b> To help and empower the farming and fishing communities and the private sector to produce enough, accessible, affordable, safe and nutritious for the people of San Fernando and a decent income to all.  <b>2.</b> Deliver basic Agricultural and Fishery Services</p>						
				<p><b>Objectives:</b> Formulate, measures and ensure the delivery of basic agricultural services and provision of adequate facilities relative to agricultural services.</p> <p>Ensure maximum assistance and access to resources in the production, processing and marketing of agricultural and aqua-cultural and marines products are extended to farmers, fishermen and local entrepreneurs.</p>						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/ Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<i>Agricultural Services</i>										
<i>Structure</i>										

<p>The Municipal Agriculture Office has six (6) permanent/plantilla position headed by Full pledge Municipal Agriculturist and has five (5) permanent Agricultural Technologist assign as extension workers on Grains (with 6 Local Farmer Technician (LFT)), HVC, Fisheries, and Livestock and Poultry programs with Nine (9) Job Orders as technical staff assist in the delivery of agri-fishery services and fifteen (15) job orders assigned in the operation of the municipal slaughterhouse/abattoir service facility.</p> <p>Veterinary services shall be acted by the veterinarian and has the highest authority to give the necessary services. Issuance of Animal Health Certificate, Meat Inspection, Post Abbat, Post Mortem Ante-Mortem Services. In absence of the plantilla positions, these tasks hinders the delivery of services. No authorized signatories since the available personnel's are job orders.</p>	<p>The Municipal Agriculture Office aims to be fully functional with adequate competent personnel implementing the various programs and services with the following propose additional personnel;</p> <p>In the presence of Veterinarian I, the office will deliver enough and necessary services to animal health services, livestock and poultry services; and slaughterhouse service facility.</p>	<p><b>Hiring of One (1)Veterinarian I SG 13</b> To conduct overall supervision of the Animal Health Program, Livestock Improvement Program, Rabies Eradication &amp; Control Program, Livestock Trade Regulation Program, Slaughterhouse Operations and Meat Hygiene Programs</p>	<p>Hired/Appointed of One (1) Veterinarian I SG 13 1. Supervised the rabies vaccination program 2. To make sure that meat products from the abattoir services are safe and fit for human consumption. 3. Facilitated, eradicated and controlled the presence of animal diseases within the municipality.</p>	<p>Municipal Agriculture Office</p>	<p>2024</p>			<p>P363,860.00</p>	<p>Municipal Agriculture Office</p>	<p>HRMO/MBO</p>
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Seed farms for seed production, on-site adaptability research and demonstration and transfer of technologies on crop and non-crop based commodities is absent. This gaps of services will be filled up the necessary delivery of products and services.	In the presence of this position, one (1) Agriculturist I SG 11 will be accomplished the gaps and needs in production of HQS, onsite research and demonstration and transfer of technologies	Hiring of One <b>(1) Agriculturist I SG 11</b> To spearhead and implement specific programs(livestock, fishery, crop production): organize and develop Rural Based Organizations	Hired/Appointed of One (1) Agriculturist I SG 11 Supervised livestock, fishery, crop production.2. Organized and Developed Rural Based Organizations (RBO's)	Municipal Agriculture Office	2024			P295,712.00	Municipal Agriculture Office	HRMO/MBO/SB/LCE
Due to multiple designation of works, files organizing become a problem.	In the creation and appointing, Three (3) Admin Aide II SG 2, clerical works will be organized.	Hiring of Three <b>(3) Admin Aide II SG 2</b> To prepare and make sure that clerical works are in systems/organized.	Hired/Appointed of Three (3) Admin Aide II SG 2 Documents and databases prepared and organized.	Municipal Agriculture Office	2023		P360,199.00	P180,099.50	Municipal Agriculture Office	HRMO/MBO
absence of meat quality assessor and checker	The roll-over of meat in the municipality will be safe for good for human consumption. Make sure that no diseases & another meat issues that will be harmful to the consumer especially for the people of San Fernando	Hiring of Three <b>(3) Meat Inspector I</b> to maintain and assured that the meat from the market are safe and good for consumption	Hired/Appointed Three (3) Meat Inspector I Maintained and assured that the meat from the market are safe and good for consumption	Municipal Agriculture Office	2024			P615,300.00	Municipal Agriculture Office	HRMO/MBO/SB/LCE

No personnel to be full oversee the reseach and development extensions activities by agriculture office	Implemented well and organized all activities in R&DE	Hiring of <b>Agricultural Technician I SG 6</b> -to implement activities in RDE	Hired/Appointed Agricultural Technician I implemented activities in RDE	Municipal Agriculture Office	2024			P205,100.00	Municipal Agriculture Office	HRMO/MBO/S B/LCE
Undermanned activities in the production of seeds	Additional manpower to do tasks in the production of high quality inbred seeds.	Hiring of <b>2 (1 - 2023 &amp; 1-2024) Farm Worker II</b> to implement activities in seed production and oversee the problems and constraint to be experienced in the whole production	Hired/Appointed (2) Farm Worker II Make sure that the seeds to be distribute is in quality state to increase the yield of famers in the municipality	Municipal Agriculture Office	2023-2024		P198,642.00	P198,642.00	Municipal Agriculture Office	HRMO/MBO/S B/LCE
In the preparation, evaluation and monitoring of agri-fishery machinery and facility infrastructure, there is no specified plantilla position but designated only. Preparation of engineering plans and specifications; standards and regulations; and enforcement of laws and policies shall be delivered and applied to give and serve best services.	One (1) Agricultural Engineer 1 SG 12 will lead the agri-fishery modernization and mechanization programs of different sectors/program a.	Hiring of One <b>(1) Agricultural Engineer 1 SG 12</b> To facilitate, coordinate and supervise agri-fishery modernization and mechanization programs in different sectors/program s	<b>Hired/appointed of One (1) Agricultural Engineer 1 SG 12</b> 1. Prepared mechanization plan of municipality 2. Facilitated and Monitored the operations and maintenance of agri-fishery machinery and infrastructure 3.Prepare engineering plans, designs and Specifications; mechanization and management activities and Standard Regulation and Enforcement Activities.	Municipal Agriculture Office	2024			P341,232.00	Municipal Agriculture Office	HRMO/MBO

Coordination, consolidation and assessment of different programs and activities.	One (1) Agriculturist II SG 15,	Hiring of One (1) <b>Agriculturist II SG 15</b> To conduct overall supervision and assessment of Crop Section (Corn and Rice/HVCCDP)	<b>Hired/Appointed of One (1) Agriculturist II SG 15</b>	Municipal Agriculture Office	2024			P403,522.00	Municipal Agriculture Office	HRMO/MBO
Undermanned activities in the production of seeds, demonstration and transfer of technologies.	In the presence of One (1) Agricultural Technician 2 SG 8, additional manpower in the implementation of programs and activities.	<b>One (1) Agricultural Technician 1 SG 6</b> to assist in the implementation and delivery of goods and services in agriculture	<b>One (1) Agricultural Technician 1 SG 6</b> Assisted in the implementation and delivery of goods and services in agriculture.	Municipal Agriculture Office	2024			P205,100.00	Municipal Agriculture Office	HRMO/MBO
<b>Competencies</b>										
Limited capacity enhancement for Agriculture Extension Workers(dependent on national programs); lack of refresher course.	Capacitate trainings workshop on Grains, Fishery, HVCC, Livestock and Poultry Programs	Attendance on training workshops	Well-trained personnel's.	Municipal Agriculture Office	2022				Municipal Agriculture Office	ATI-RTC V
Lack on the skills and trainings on the Preparation of engineering plans, designs and specifications; mechanization and management activities and standard Regulations and Enforcement Activities	Enhanced skills and trainings in agricultural Biosystems engineering works in the provision of trainings and workshops	Attendance on training workshops	Capacitated personnel to deliver best and fit services.	Municipal Agriculture Office	2023		500000		Municipal Agriculture Office	RAED/ATI-RTC V
<b>Management Systems</b>										



Few of flow delivery of services(citizen charter)	Updated the flow of goods and services to the clientele	Development of flow charts of delivery of goods and services.	Print-out materials	Municipal Agriculture Office	2022				Municipal Agriculture Office	MAO
<b>Enabling Policies</b>										
Absence of municipal ordinance on the creation of the following plantilla positions:	Presence of municipal ordinance on the creation of the following plantilla positions:	Enact of municipal ordinance on the creation of the following plantilla positions:	Created plantilla positions and designated to a specific program	Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Veterinarian I SG 13 (1)	Veterinarian I SG 13	Veterinarian I SG 13		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Agriculturist I SG 11 (1)	Agriculturist I SG 11	Agriculturist I(2) SG 11		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Admin Aide II SG 2 (3)	Admin Aide II SG 2(3)	Admin Aide II SG 2(3)		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Agriculturist II SG 15 (1)	Agriculturist II SG 15	Agriculturist II SG 15		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Agricultural Engineer 1 SG 12 (1)	Agricultural Engineer 1 SG 12	Agricultural Engineer 1 SG 12		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/MBO/MTO
Agricultural Technician 2 SG 8 (1)	Agricultural Technician 2 SG 8	Agricultural Technician 2 SG 8		Municipal Agriculture Office	2022				Municipal Agriculture Office	SB/LCE/BO/MT
Low enforcement of rules and regulations	Strengthened enforcement of rules and regulations pertaining in the implementation of programs	Revisit and refresh the existing rules and regulations.	Concrete and concise rules and regulations	Municipal Agriculture Office	2022				Municipal Agriculture Office	Barangay Task Force/MAO
<b>Knowledge and Learnings</b>										

Presence of registry system for basic sector in agriculture (RSBSA), master list of rice farmers, vegetable growers, cacao growers, corn farmers, FishR and BoatR, inventory of agri fishery machinery and equipment; existing profile of farmers and fisher folks.										
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 Date

Approved by:



**FERMIN M. MABULO**  
 Municipal Mayor  
 Date

## CAPACITY DEVELOPMENT AGENDA FOR MUNICIPALITIES

### SAN FERNANDO, CAMARINES SUR

<i>Performance Area/ Governance Sector:</i>				<b>HEALTH SERVICES</b>						
<b>Current State</b>				<b>Desired State</b>						
<p>Majority of basic health programs and services delivered by San Fernando is funded by the national government including the HRH deployment to the different barangays. San Fernando RHU is needed by a full pledge MHO, 1 nurse, 1 medtech, 8 midwives, 1 RSI and 1 ambulance driver. This staff need to serve the 22 barangay with 37,524 (based on DOH projected population) in 24/7 operation of the facility (including emergency services</p>				<p><b>Goals:</b> To provide equality health care services that are globally competitive to promote health and wellness among the citizenry of San Fernando.</p>						
				<p><b>Objectives:</b> 1. Promotion of Health and prevention of illness                  2. Accessibility and availability of affordable health care services                  3. To provide an efficient health services that are conducive to health care workers and patient by creating position for the effective implementation of different health program services                  4. To provide an effective health care management and services during health emergency situation</p>						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/ Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b><i>MUNICIPAL HEALTH OFFICE</i></b>										
<b><i>Structure</i></b>										
Undermanned ambulance services	Presence of Licensed Ambulance and Personnel capable in responding to all medical emergencies	Creation and Hiring of 2 Ambulance Drivers and 2 Nurses	Licensed Ambulance Services and Hired Personnel able to respond to all medical emergencies and to provide quality care	Driver and Ambulance Personnel	2023-2024		P699,234.00	P699,234.00	RHU San Fernando	LCE/MHO/SB

Absence of Temporary Treatment and Monitoring Facility and Personnel	Established TTMF and control the spread of COVID-19 and low mortality	Creation and Hiring of TTMF Personnel	Established TTMF with Hired Personnel for the isolation and quarantine of Covid-19 patients	TTMF Personnel	2022-2024		P1,614,088.00	PHP 887,136	RHU San Fernando	LCE/MHO/S B
Lack of Technical Personnel for Laboratory Services	Presence of Rad Tech and Lab Aide for Laboratory Services ensuring the function and operation of our Radiology	Creation and Hiring of Rad Tech and Lab Aide for Laboratory Services	Hired Rad Tech and Lab Aide for Laboratory Services and providing quality diagnostic services		2022-2024			PHP 494,354.00	RHU San Fernando	LCE/MHO/S B
Absence of Plantilla Disease Surveillance Officer (DSO)	Presence of DSO for the monitoring and surveillance of diseases	Creation and Hiring of DSO	Hired DSO capable of monitoring and surveillance of all emerging and re-emerging diseases	DSO	2024			PHP 295,712.00	RHU San Fernando	LCE/MHO/S B
Lacking of Nurses/ Midwife per BHS	Presence of Nurses per BHS	Creation and Hiring of Nurses	All 22 Barangays with assigned Nurses or Midwives providing quality health care and addressing all health issues	MHO	2022-2024		2,017,610.00	PHP 2,105,820.00	RHU San Fernando	LCE/MHO/S B
Absence of Animal Bite Clinic	Establishment of Animal Bite Clinic with hired Nurse	Creation and Hiring of Nurse	Hired Nurse for Animal Bite Clinic providing standard services and prevention of rabies	MHO	2024			PHP 403,522.00	RHU San Fernando	LCE/MHO/S B


Absence of Stand-alone Family Health Clinic at Brgy Pinamasagan and Brgy Daculang Tubig	Establishment of Stand-alone Family Health Clinic and 2 Midwives	Creation and Hiring of 2 Midwives	Stand-alone Family Health Clinic and 2 Midwives providing family health services to the far-flung community of the municipality	Mdiwives	2024			PHP 591,424.00	RHU San Fernando	LCE/MHO/S B
Absence of Screening Kit for Hepatitis and HIV	Presence of Supplies	Procurement of necessary kits for STI and HIV/AIDS Screening	Adequate Supplies for screening of STI and HIV for early detection of the STIs and autoimmune diseases as well as the prevention of the aforementioned diseases.						RHU San Fernando	LCE/MHO/S B
<b>Competencies</b>										
Lack of Trainings of Ambulance Drivers and Personnel	Training of Ambulance Personnel	BLS and ACLS Training	Trained Ambulance Personnel					PHP 5,000.00	RHU San Fernando	LCE/MHO/S B
Lack of Training of Animal Bite Clinic Personnel	Training of Personnel for Animal Bite Clinic	Training for Animal Bite Treatment at RITM	Trained Personnel for Animal Bite Clinic				PHP 20,000.00		RHU San Fernando	LCE/MHO/S B
Lack of Training for STI and HIV Screening	Training for Personnel for STI and HIV Screening	Training for HIV/AID at San Lazaro Hospital,	Trained for Personnel for STI and HIV Screening				PHP 50,000.00		RHU San Fernando	LCE/MHO/S B
<b>Management Systems</b>										

Presence of a Standard Operating Procedure Manual for the Operation and Function of the Rural Health Unit and Birthing Facility of San Fernando										
Absence of Operation Manual for the Ambulance Services	Establishment of Manual of Operation for Ambulance Services	Conception of the Manual of Operation for Ambulance Services	Presence of a Manual of Operation for the Ambulance Services	MHO						
Absence of Accredited (Licensed) Ambulance Services			Presence of Ambulance with Licensed to Operate							
<b>Enabling Policies:</b>										
Absence of Ordinance on the Creation of the Plantilla Positions for 2 Ambulance Drivers, 1 Utility, 1 DSO, 11 Nurses, and 5 Midwives		Creation of Ordinance for the Creation of Plantilla Position for 2 Ambulance Drivers, 1 Utility, 1 DSO, 11 Nurses and 5 Midwives	Presence of an Ordinance for the Creation of Plantilla Position for 2 Ambulance Drivers, 1 Utility, 1 DSO, 11 Nurses and 5 Midwives						SB	LCE/SB/MHO
Absence of Municipal Ordinance for the Creation of an Animal Bite Treatment Clinic		Creation of an Ordinance for the Creation of an Animal Bite Treatment Center	Presence of an Ordinance for the Creation of an Animal Bite Treatment Center						SB	LCE/SB/MHO

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**CAPACITY DEVELOPMENT AGENDA FOR MUNICIPALITIES**  
SAN FERNANDO, CAMARINES SUR

<b>Performance Area/ Governance Sector:</b>			<b>SOCIAL SERVICES</b>							
<b>Current State</b>			<b>Desired State</b>							
Municipal Social Welfare and Development Office is headed by a full-fledged MSWDO with 1 SWO III, 1 SWA, 1 DCW II. It is able to carry out the programs and services with help three (3) Job Order personnels .			<b>Goals:</b> To provide efficient delivery of Social Service programs and services							
			<b>Objectives:</b> 1. To create necessary positions for the effective implementation of programs and services. 2. To provide necessary training/capability building intervention to personnel to effectively carry out the programs and activities of the office.							
<b>Current State of Capacity</b>	<b>Desired State of Capacity</b>	<b>Capacity Development Intervention</b>	<b>Expected Output</b>	<b>Target of Capacity Development</b>	<b>Time frame</b>	<b>Funding Requirements</b>			<b>Process Owner/Office Responsible</b>	<b>Source of Support/Technical Assistance</b>
						<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>		
<b>Structure</b>										
Lack of Social Welfare Officer and permanent staff	Effectively delivered Sufficient number of Social Welfare Officer to deliver the social services	Creation and hiring of SWO 1	The position of SWO 1 has been filled	MSWDO Program Management Section	2023-2024		P295,712.00	P295,712.00	MSWDO	LCE/SB/HR-CSC, MBO
Absence of Social Welfare permanent staff handling court cases		Creation and hiring of 2 SWO II	The position of SWO II has been filled	MSWDO Program Management Section	2023-2024			P807,044.00	MSWDO	LCE/SB/HR-CSC, MBO
Lack of permanent staff personnel handling Youth Program	Presence of Youth Development Assistant	Creation of Youth Development Assistant	Creation of Youth Development Officer has been filled	MSWDO Program Management Section	2024			P231,812.00	MSWDO	LCE/SB/HR-CSC,MBO
Lack of permanent personnel handling Community Welfare Program	Presence Community Affair Officer 1	Creation and hiring of Community Affair Officer 1	The position of Community Affair Officer I has been filled	MSWDO Program Management Section	2023-2024			P295,712.00	MSWDO	LCE/SB/HR-CSC,MBO

	Presence Community Affair Officer II	Creation and hiring of Community Affair Officer 11	The position of Community Affair Officer II has been filled	MSWDO Program Management Section	2024			P403,522. 00	MSWDO	LCE/SB/HR- CSC,MBO
Unclear system in the implementation of Programs and services	Enhancement of existing personnel	Institutionalized the MSWDO section: 1.Children and Youth section. 2.Women Family and community section 3. Senior and DAP section 4.Admin & AICS sections 5.Program, planning & monitoring section 6.Protective & case management section	Clear policies/system in the implementation of diff. programs & services	MSWDO program management section	2022- 2024				MSWDO	LCE/MBO
lack permanent personnel handling program for potential OFW & families	Presence of social welfare assistant	Creation & hiring of Social welfare assistant (SWA)	The Position of (SWA) has been filled	MSWDO Program Management section	2024			P231,812. 00	MSWDO	LCE/SB/HR/ MBO
Lack of personnel handling data base per sector such as: Crises Management Monitoring System	Presence of Admin Officer III	Creation & hiring of Admin Officer III	The position of Admin Officer III has been filled	MSWDO Program Management section	2024			P390,351. 00	MSWDO	LCE/SB/HR/ MBO
	Presence of Admin aide I	Creation & hiring of Admin Aide I	The position of Admin Aide I has been filled	MSWDO Program Management section	2024			171,500.0 0	MSWDO	LCE/SB/HR/ MBO



Lack of permanent personnel handling Foster Care Program & Program for Person w/ disability	Presence of 2 Social Welfare aide	Creation & hiring of Social Welfare Aide	The position of Social Welfare Aide has been filled	MSWDO Program Management section	2024			P397,284.00	MSWDO	LCE/SB/HR/MBO
<b>Competencies</b>										
Limited knowledge and skills of MSWD staff and personnel in handling the programs (particular programs like CICL and VAWC Case)	MSWD staff and personnel are trained and equipped with knowledge in Planning, Implementing Monitoring and Evaluation of Children and Youth Sector, Women, Family Sector, SC and PWD Sector and community	MSWD personnel equipped of knowledge on program implementation and with available Comprehensive Plan and referral pathway per sector (particular training)	MSWD personnel are equipped with knowledge and skills in handling various programs per sector	MSWDO Program Management Section	2022-2024	200,000.00	200,000.00	200,000.00	MSWDO	LCE, MBO
MSWDO which cater various program with no proper sectioning	Institutionalized policies on the delivery of program and services	Ordinances institutionalizing policies for the availment of Social Welfare programs	MSWDO section instituted	MSWDO Program Management Section	2022-2024				MSWDO	LCE, MBO
Limited knowledge of Social Workers handling WEDC and CNSP Cases on Psychosocial First Aid, Counseling and Play Therapy	Social Workers handling WEDC and CNSP are trained and equipped with knowledge on Psychosocial First Aid, Counseling and Play Therapy	Social Workers are equipped of knowledge on Psychosocial First Aid, Counseling and Play Therapy	Number of WEDC and CNSP conducted Psychosocial First Aid, Counseling and Play Therapy	MSWDO Program Management Section	2022-2024	20,000.00	20,000.00	20,000.00	MSWDO	
<b>Management Systems</b>										


Absence of Manual of Operation	Presence of Manual of Operation	Preparation of Manual of Operation	Presence of Manual of Operation	MSWDO	2022-2024	50,000.00	50,000.00	50,000.00	MSWDO	LCE,SB
Unclear Referral system Child Protection Unit, VAWC, Women and PWD	Presence of Referral System for Children, Women and PWD	Clear out the proper referral system for Children, Women and PWD	Established proper Referral system in every sector	Child Protection Unit (CPU), Women and PWD Personnel /LGU	2022-2024					
<b>Enabling Policies</b>										
Absence of Municipal Ordinance/ Guidelines Community Welfare Program	Presence of Municipal Ordinance / Guidelines for Community Welfare Program	Municipal Ordinance /Guidelines SLP, Educational Assistance, Food and Non Food Assistance and Emergency Shelter Assistance	Created Municipal Ordinance /Guidelines on Community Welfare Program	MSWDO Program Management Section	2022-2024					LCE , SB
Outdated Children's Code	Integration of of new policies for Children in the Children's Code	Updating Childrens Code	Updated Childrens Code	LGU	2022-2024					
Absence of Comprehensive Development Local Plan for Children	Presence of Comprehensive Development Local Plan for Children	Formulation of Local Development Plan for Children	Local Development Plan for children formulated, approved and adopted	MCPC /LCAT-VAWC members	2022-2024	20,000,00	20,000,00	20,000,00		
Absence of Comprehensive Emergency Plan for Children	Presence of Comprehensive Emergency Plan for Children	Formulation of Comprehensive Emergency Plan for Children	Comprehensive Emergency Plan for Children formulated ,approved and adopted	MCPC/MDRR M	2022-2024	20,000,00	20,000,00	20,000,00		

Absence of the Local Juvenile Intervention Plan	Presence of the Local Juvenile Intervention Plan	Formulation of the Local Juvenile Intervention Plan	Local Juvenile Intervention Plan formulated ,approved and adopted	MCPC	2022-2024	20,000,00	20,000,00	20,000,00		
<b>Knowledge and Learnings</b>										
Database/Installation of software (Sector)	Updated and functional Information System for all Sector (Children, Youth , Women, Community SLP and KALAH, PWD and Senior Citizen)	Information System for Children - ECCD IS , Youth - PYAP, Women - KALIPI, PWD- online registration PWD, SC	Number of Active member of per Sector	MSWDO Program Management					MSWDO	Information System for (ECCD IS, PYAP , KALIPI, Community SLP and KALAH, PWD and Senior Citizen)
Database/Installation of software (VAWC, CAR, CICL, Child Labor and Trafficking in Person)	Updated and functional Information System for (VAWC, CAR, CICL, Child Labor and Trafficking in Person)	Knowledge on Information System for (VAWC, CAR, CICL, Child Labor and Trafficking in Person)	Number of Active Cases per category (VAWC, CAR, CICL, Child Labor and Trafficking in Person)	MSWDO Program Management		50,000.00			MSWDO	

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## CAPACITY DEVELOPMENT AGENDA FOR MUNICIPALITIES

### SAN FERNANDO, CAMARINES SUR

<i>Performance Area/ Governance Sector:</i>				<b>ENVIRONMENT SECTOR</b>						
<b>Current State</b>				<b>Desired State</b>						
<b>The program employs 1 EMS II under Office of the Mayor with 13 job orders</b>				Goals: To establish MENRO as one office with technical staff handling ENR frontline services						
				Objective: 1. To provide the basic services that would benefit & promote the well-being of the people in San Fernando especially the upland poor through sustainable development of forest resources, optimal utilization of lands & minerals, social equity & efficiency in the use of forest resources & effective environmental management system. 2. To enforce and implement national and local policies on environmental management, preservation and conservation. 3.To create necessary permanent positions for the effective implementation of Projects, Programs, Activities and Services.						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/ Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>Structure</b>										
Only EMS II at the Office of the Mayor handling Solid Waste Management Program w/ 13 job orders Lack of technical	LGU having a MEMRO office with MENRO as head and technical staff ( Forester 1 , Forest Technician II) and 2 admin aide VI	Creation of MENRO office and hiring of MENRO Position, Forester 1 , Forest Technician I and Environmental Specialist II and 1 admin aide III , and 4 admin aide I MENRO office to implement	Timely implementation of programs, project and activities of ENR frontliner services with the creation of MEMRO Office and hiring of	Passing of ordinance of MENRO office creation and creation of MENRO as chief of office with Forester 1,	2022-2024			P2,895,272.00	OM/HR	OM/ HR/SB

<p>personnel to handle frontliner services of the environment and natural resources</p>	<p>w/ 24 Job-Orders to cover and fast implement the PPA's of four frontline services of Environment and Natural Resources namely; Solid Waste Management/Environmental Management Services, Forest, Land and Water Management, Coastal Resource Management and Research and Extension Services.</p>	<p>LGUs functions based on environmental laws mandated the LGU to implement..... Hiring of MENRO as department head accountable for all programs and projects being implemented in the municipality with his direct supervision and management.----- Hiring of Forester 1 to perform professional forestry work in such areas as the management, development and protection of forest stands; reforestation; and the public use of forest lands.--- -----Hiring of Forest Technician II under the supervision of forester 1 he should develop, maintain, and protect forests through various project in forestry management.----- Hiring of Administrative Aide VI to be assign at the Solid waste management section and other one at the CRM section and Research and extension services to Ensure security of office equipment and availability of office supplies</p>	<p>MENRO, Forester I, Forest Technician II and 2 Admin Aide VI Positions,.</p>	<p>Forest Technician II and 2 Admin Aide VI position .</p>							
<p><b>Competencies</b></p>											

Employees needs refresher trainings on the IRR of National Building Code	Employees are updated with the current IRR of National Building Code	Attendance to trainings and provide services based on the updated IRR of National Building Code	Completed Trainings on Updated IRR of National Building Code	Municipal Engineering Office	2023		30,000.00		MEO	
Lack of technical skills for Structural Analysis and Retrofitting	Enhanced skills in Structural Analysis and retrofitting	Attendance to training for structural analysis on retrofitting	Completed Trainings on structural analysis and retrofitting	Municipal Engineering Office	2023		30,000.00		MEO	
Lack of technical skills for rank and file employees	Enhanced skills and knowledge of employees	Enhanced training on GIS mapping, Road survey and Profiling, CAD drafting	Completed Trainings on technical skills enhancement and other related trainings	Municipal Engineering Office	2023		70,000.00		MEO	
<b>Enabling Policies</b>										
Absence of Ordinance Creating the office of the MENRO	Presence of Ordinance Creating the office of the MENRO	Enactment of Ordinance creating the office of the MENRO	Created the Office of MENRO	MENRO	2023				OM/SB	HR,SB,MBO
Absence of Ordinance Creating the position of MENRO	Presence of Ordinance Creating the position of MENRO	Enactment of Ordinance Creating the position of MENRO	Created the Position MENRO	MENRO	2023				OM/SB	HR,SB,MBO
Absence of Ordinance Creating the position of Forester 1	Presence of Ordinance Creating the position of Forester 1	Enactment of Ordinance Creating the position of Forester 1	Created the Position Forester 1	FORSTER 1	2023				OM/SB	HR,SB,MBO
Absence of Ordinance Creating the position of Forest technician II	Presence of Ordinance Creating the position of Forest technician II	Enactment of Ordinance Creating the position of Forest technician II	Created the Position Forest Technician II	FOREST TECHNICIAN II	2024				OM/SB	HR,SB,MBO

Absence of Ordinance Creating the position of Administrative Aide VI (2)	Presence of Ordinance Creating the position of Administrative Aide VI (2)	Enactment of Ordinance Creating the position of Administrative Aide VI (2)	Created the Position Administrative Aide VI (2)	ADMINISTRATIVE AID VI ( 2)	2024				OM/SB	HR,SB,MBO
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 Date:

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**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA FOR MUNICIPALITIES

### SAN FERNANDO CAMARINES SUR

Performance Area/ Governance Sector:				DISASTER PREPAREDNESS AND MITIGATION						
Current State				Desired State						
In preparing disaster preparedness, awareness and understanding, competency building for survival and rescue and the development of needed disaster preparedness and response.				<b>Goals:</b> Establish and strengthen capacities to anticipate, cope, and recover from the adverse impacts of hazards and potential cascading disasters and minimize losses and disruption of daily life						
				<b>Objectives:</b> Safer, adaptive and disaster resilience Filipino communities toward sustainable development						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Timeframe	Funding Requirements			Process Owner/Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>STRUCTURE</b>										
<b>MDRRM Officer LDRRM - I LDRRM Assistants</b>	Enhance/update skills and training	Capacity Building /Skills training program <ul style="list-style-type: none"> <li>• Basic Life Support</li> <li>• Standard First Aid</li> <li>• Rope Rescue</li> <li>• Search Rescue and Retrieval</li> <li>• Water Search and Rescue</li> <li>• Camp Coordination and Camp Management</li> <li>• Law Enforcement</li> </ul>	Capacitated MDRRM Personnel	MDRRMO Personnel	2022-2024	150,000.00	150,000.00	150,000.00	MDRRMO	LCE/MBO/HRMO



		• Incident Command System								
<b>COMPETENCIES</b>										
<b>Limited Skills, Knowledge and Training</b>	Enhance/update skills and training	Capacity building and training program	Effective and Proficient in response	MDRRMO Personnel	2022-2024	150,000.00	150,000.00	150,000.00	MDRRMO	• Local Chief Executive • Municipal Budget Officer
<b>MANAGEMENT SYSTEM</b>										
• Absence of response protocol and SOP • Outdated Contingency Plan	• Standardize protocol and SOP • Approve Contingency Plan	Capacity building and training program	Effective Protocol,SOP and ContingencyPlan	MDRRM Coucil	2022-2024	150,000.00	150,000.00	150,000.00	MDRRMO	• Local Chief Executive • Municipal Budget Officer
<b>ENABLING POLICIES</b>										
<b>Absence of SB Resolution</b>	Approve Resolution	Capacity building	Enforced Resolution	MDRRM Council	2022-2024	50,000.00	50,000.00	50,000.00	MDRRMO	• Local Chief Executive • SB
<b>KNOWLEDGE AND LEARNINGS</b>										
<b>Limited knowledge and skills</b>	Monitoring and Evaluation data are use	Capacity building	Community provide feedback on service delivery	MDRRMO Personnel	2022-2024	50,000.00	50,000.00	50,000.00	MDRRMO	• Local Chief Executive • Municipal Budget Officer
<b>LEADERSHIP</b>										

<ul style="list-style-type: none"> <li>• <b>Partnership with Philippine Red Cross</b></li> <li>• <b>Interoperability with neighboring municipality</b></li> </ul>	Establishing partnership and collaboration	Capacity building	Established partnership and collaboration	MDRRM Council	2022-2024	150,000.00	150,000.00	150,000.00	MDRRMO	<ul style="list-style-type: none"> <li>• Local Chief Executive</li> <li>• Municipal Budget Officer</li> </ul>
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 Municipal Mayor  
 Date:

**CAPACITY DEVELOPMENT AGENDA**  
**SAN FERNANDO, CAMARINES SUR**

<i>Performance Area/ Governance Sector:</i>				<b>INFRASTRUCTURE SECTOR</b>						
<b>Current State</b>				<b>Desired State</b>						
<p><b>Municipal Engineering Office is headed by a full pledged Municipal Engineer (SG 24) with two permanent Rank and File employees 1 Draftsman III (SG 11) and 1 Mechanic (SG 8) with 5 Job Orders</b></p>				<p><b>Goals:</b> To provide efficient Infrastructure Services to the local government unit concerned including investigation and survey, engineering designs, feasibility studies, and project management.</p>						
				<p><b>Objective:</b> 1. To create necessary permanent positions for the effective implementation of Projects, Programs, Activities and Services. 2. To provide necessary Trainings and Capacity Development Interventions for Engineering Personnel's.</p>						
<b>Current State of Capacity</b>	<b>Desired State of Capacity</b>	<b>Capacity Development Intervention</b>	<b>Expected Output</b>	<b>Target of Capacity Development</b>	<b>Time frame</b>	<b>Funding Requirements</b>			<b>Process Owner/Officer Responsible</b>	<b>Source of Support/ Technical Assistance</b>
						<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>		
<b>STRUCTURE</b>										
The Municipal Engineer lacks technical personnel to hasten the preparation of DEDs and POWs of PPAs to be implemented by the Office	Fast implementation of Programs, Projects and Activities	Hiring of 1 Engineer 1. To help hasten preparation of DEDs and POWs and supervision of ongoing PPAs of Municipal Engineering Office	Timely implementation of Projects, Programs and Activities.	Municipal Engineering Office	2024			P341,232.00	MEO	HR/MBO

The Municipal Engineer concurrently acts as the Building Official of the Municipality, lacking Technical Staffs for the implementation of National Building Code in the Municipality	Increase the local revenue of the municipality by efficiently implementing National Building Code	Hiring of 1 Building Inspector 1. To conduct inspection of the projects and structures subjected to issuance of construction permits, etc. 2. To process applications for construction permits 3. To serve Notice of Violations and Notice of Illegal constructions. 4. To conduct assessment of the structural stability of all the finished Government Buildings and structures in conformance to National Building Code	Efficient and systematic implementation of the National Building Code of the Philippines in the municipality	Municipal Engineering Office/Office of the Building Official	2023		P295,712.00		MEO	HR/MBO
The Municipal Engineer lacks technical personnel to supervise the implementation of Projects, Programs and Activities	Projects, Programs and activities implemented by the office are well supervised	Hiring of 1 Engineering Assistant 1.To assist, coordinate, supervise the implementation of construction, maintenance, improvement, and repair of roads, bridges, and other engineering and public works projects of the LGU	Ensure constructions/repairs are according to plans and specification as approved	Municipal Engineering Office	2024			P231,812.00	MEO	HR/MBO
Absence of Clerk	Files and records are well organized	Hiring of 1 Clerk II 1.To do clerical works, records keeping and encoding	Organized files and records	Municipal Engineering Office	2023			P198,642.00	MEO	HR/MBO
<b>COMPETENCIES</b>										
Employees needs refresher trainings on the IRR of National Building Code	Employees are updated with the current IRR of National Building Code	Attendance to trainings and provide services based on the updated IRR of National Building Code	Completed Trainings on Updated IRR of National Building Code	Municipal Engineering Office	2023		30,000.00		MEO	

Lack of technical skills for Structural Analysis and Retrofitting	Enhanced skills in Structural Analysis and retrofitting	Attendance to training for structural analysis on retrofitting	Completed Trainings on structural analysis and retrofitting	Municipal Engineering Office	2023		30,000.00		MEO	
Lack of technical skills for rank and file employees	Enhanced skills and knowledge of employees	Enhanced training on GIS mapping, Road survey and Profilling, CAD drafting	Completed Trainings on technical skills enhancement and other related trainings	Municipal Engineering Office	2023		70,000.00		MEO	
<b>MANAGEMENT SYSTEM</b>										
No Inventory of Government owned Buildings and Facilities	Availability of the Inventory of Government owned Buildings and Facilities	Conduct Inventory by inspecting and Geo- Tagging Municipality owned Buildings and facilities	Listed Inventory of Government owned Buildings and Facilities	Municipal Engineering Office	2024				MEO/MPDO	
No updated inventory of roads and bridges	Availability of updated inventory of roads and bridges	Conduct Inventory by inspecting and Geo- Tagging roads and bridges	Updated Inventory	Municipal Engineering Office	2024				MEO/MPDO	
No existing Municipal Drainage Master Plan	Formulated Municipal Drainage Master Plan	Conduct surveys, ground profiling, evaluate tributary creeks and discharge outlet	Approved Municipal Drainage Master Plan	Municipal Engineering Office	2024			150,000.00	MEO/MPDO	
<b>ENABLING POLICIES</b>										
Absence of Ordinance Creating the position Engineer I	Presence of Ordinance Creating the position Engineer I	Enactment of Ordinance creating the position Engineer I	Created the Position Engineer I	Engineer I	2022				MEO/SB	HR,SB,MBO
Absence of Ordinance creating the position	Presence of Ordinance creating the position	Enactment of Ordinance creating the position Building Inspector	Created the Position Building Inspector	Building Inspector	2022				MEO/SB	HR,SB,MBO

Building Inspector	Building Inspector									
Absence of Ordinance creating the position Engineering Assistant	Presence of Ordinance creating the position Engineering Assistant	Enactment of Ordinance creating the position Engineering Assistant	Created the Position Engineering Assistant	Engineering Assistant	2022				MEO/SB	HR,SB,MBO
Absence of Ordinance creating the position Clerk II	Presence of Ordinance creating the position Clerk II	Enactment of Ordinance creating the position Clerk II	Created the Position Clerk II	Clerk II	2022				MEO/SB	HR,SB,MBO
<b>KNOWLEDGE AND LEARNING</b>										
Absence of updated CAD Maps, GIS Maps, Topographic Maps, Road Maps and other Technical Plans	Presence of updated CAD Maps, GIS Maps, Topographic Maps, Road Maps and other Technical Plans	Provision of CAD Softwares, Sketch-Up, GIS Mapping System	Updated Computerized CAD Maps, GIS Maps, Topographic Maps, Road Maps and other Technical Plans	Municipal Engineering Office	2024		150,000.00		MEO/MPDO/ASSESSOR	

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**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA

SAN FERNANDO, CAMARINES SUR

<b>Performance Area/ Governance Sector:</b>				<b>PLANNING AND BUDGETING</b>						
<b>Current State</b>				<b>Desired State</b>						
*Limited number of regular personnel				<b>Goals:</b> To deliver the functions mandated by the local government code and other agencies.						
*Office personnel are multi -tasked				<b>Objectives:</b> Available skills personnel performing specific tasks						
*Incomplete and not updated data				*Adequate personnel with defined functions						
*Incomplete CBMS cycle				*Active participation of other offices/personnel in planning process						
				*Complete and updated database						
				*Completed CBMS cycle						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>STRUCTURE</b>										
Partially defined functions, multi-tasking	Defined functions, specifications	Creation and filling up positions	Created the following positions: 1. Planning Officer II, SG-15	MPDO personnel	2023		P403,522.00		MPDO	MPDO, LCE, HR, Selection Board, SB, CSC
			2. Planning assistant, SG-8 3. Zoning officer II, SG-15 4. Statistician 1 SG 11		2024		P931,046.00			

Lack of Clerk IV (Administrative Assistant II) to monitor the Appropriations, Allotments, Obligations and Balances of the LGU	Proper recording and monitoring of Obligation Request and numbering	Hiring or appointment of Clerk IV	Timely Submission of Annual Reports to Commission on Audit and DBM	Municipal Budget Office 100 percent submitted Bugetary reports and budget approval	2023		212,696.00		MBO	LCE/SB/HR/DILG/MBO
Lack of Budgeting Aide (Administrative Aide IV) in reviewing and consolidation of budget proposals of different departments and offices of the LGU and Barangays.	Proper consolidation of Annual and Supplemental Budget of LGU and Barangays	Hiring or appointment of Budgeting Aide	Executive Budget Submitted to Sanggunian for Review within the set of deadline of submission	Municipal Budget Office 100 percent submitted Bugetary reports and budget approval	2024			157,587.50	MBO	LCE/SB/HR/DILG/MBO
<b>COMPETENCIES</b>										
*In needs of personnel and proficiency on sectoral coordination and peoples participation, development management, planning programming & monitoring, project development, statistics, economics, and zoning enforcement	Personnel proficient on their respective assignments and tasks	Capacity development program	Capacity development program that responds to the need for community organizing, planning information, management, development, statistic, feasibility study, writing, zoning and ordinance enforcement	MPDO personnel	2022-2024	35,000.00	35,000.00	35,000.00	MPDC	MPDO



Personnel needs proficiency on implementation and conduct of CBMS	personnel are capable on handling specific programs	Capacity development program	Equipped/capacitated on handling CBMS program	MPDC	2022-2024	1,000,000.00	1,000,000.00	1,000,000.00	MPDO	MPDO
The Municipal Budget Office lacks in manpower to evaluate, monitor and consolidate budget datas and reports	Municipal Budgets Staff personnel are trained and equipped with set of skills needed for periodic reports and budgeting	Attending seminars and team building activities which offers related issues.	All Municipal Budget Office Staff/personnel are equipped with knowledge and set of skills needed to perform their functions.	Municipal Budget Office and LGU Operation	2022-2024	20,000.00	20,000.00	20,000.00	MBO	MBO
<b>MANAGEMENT SYSTEM</b>										
*Management system on frontline services duly approved, standardized and streamlined not formulated	Office management system properly documented, approved, practiced and evaluated	Formulation of office management systems	Approved office management system	MPDO personnel	2022	15,000.00			MPDO	MPDO, HR
Local development and supervision services	Readily accessible and updated database on CBMS programs	Implementation and conduct of CBMS	CBMS conducted	MPDC	2022-2024	863,000.00			MPDO	LCE,DILG & PSA
<b>ENABLING POLICIES</b>										
*Policies on monitoring and evaluation system are not functional and not in place	Functional mechanism	In place monitoring and evaluation system	Policy on establishing monitoring and evaluation system	MPDO	2022	15,000.00			MPDO	MPDO

<b>KNOWLEDGE AND LEARNINGS</b>										
*Database is available but not readily accessible to stakeholders	Readily accessible database	Authorization and maintenance of website with permanent personnel	Policy on website maintenance, creation of office and plantilla position/s	MPDO	2022-2024	10,000.00	300,000.00	300,000.00	MPDO	MPDO, SB, HR
Lack of Knowledge in Geo Tagging and familiarization of equipment particularly the software	Skilled personnel on geotagging devices and familiarized with different softwares being used in the office	Trainings and familiarization on the different softwares and geotagging devices	Knowledgeable and familiarized personnel on geotagging, and handling of different Microsoft softwares	MPDO	2022-2024	30,000	30,000	30,000	MPDO	DSHUD/NGA
<b>LEADERSHIP</b>										
*Lack of partnerships w/ NGAs, Academe, NGOs	Sustained partnerships	Cascade partnership	Guidelines in implementing partnership agreement	MPDO personnel	2022-2024	50,000.00	50,000.00	50,000.00	MPDO	*MPDO, LCE, SB, NGAs, Academe, NGOs

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 Date:

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**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA

SAN FERNANDO, CAMARINES SUR

Performance Area/ Governance Sector:				INSTITUTIONAL SERVICES						
Current State				Desired State						
<p>1. The Office of the Mayor currently have 11 permanent positions, 2 Co-terminous positions and 47 Job Orders including enforcers and other staff from other offices (nutrition, hr, truck drivers)</p> <p>2.The MHRMO is not yet fully created, since the created plantilla position were still unfilled but the eternal services of the said office were also carry out by the help of 4 Job orders.</p> <p>3. The Municipal Assessor's office is headed by the full-pledge Municipal Assessor's with 2 regular assessment clerk and 5 Job orders ,</p> <p>4. and also for the Municipal Civil Registrar's Office headed by a full-pledge Municipal Civil Registrar with 1 Aassistant registration Officer, 1 Admin Aide and 3 Job orders to carry out the daily transaction.</p>				<p><b>Goals:</b>To provide efficient delivery of service to the youth. To give necessary interventions to their concerns and needs. * The Establish a complete inventory of all real properties with reagrds to assessor's</p>						
				<p><b>Objectives:</b> 1. To create necessary positions for the effective implementation of programs and services. 2. To provide necessary training/capabilty building intervention to personnel to effectively carry out the programs and activities of the office.</p>						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/ Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>STRUCTURE</b>										
Lack of IT Personnel and other staff to manage and gather the data of youth	Presence of IT/CO personnel I and Administrative Aide I	Creation and hiring of IT Personnel/ Computer Operator I	The position of IT/CO has been filled.	OM Program Management Section	2024			P231,812.00	OM	LCE/SB/HR-CSC, MBO
		Creation and hiring of Administrative Aide I	The position of Administrative Aide I has been filled	OM Program Management Section	2024			P171,500.00	OM	LCE/SB/HR-CSC, MBO
Absence of personnel in handling Youth Program	Presence of Youth Development Officer 1	Creation of Youth Development Officer 1	Creation of Youth Development Officer has been filled	OM Program Management Section	2024			P267,655.00	OM	LCE/SB/HR-CSC,MBO

Absence of permanent personnel handling the tourism status in Municipality	Presence of Tourism Officer I	Creation and hiring of Tourism Operations Officer I	The position of Community Tourism Operations Officer I has been filled	OM Program Management Section	2024			P295,712.00	OM	LCE/SB/HR-CSC,MBO
	Presence of clerk I and Utility I	Creation and hiring of Clerk I	The position of Community Clerk I has been filled	OM Program Management Section	2024			P189,119.00	OM	
		Creation and hiring of Utility I	The position of Community Affair Utility I has been filled	OM Program Management Section	2024			P171,500.00	OM	LCE/SB/HR-CSC,MBO
Program Section of OM is not yet institutionalized	Institutionalized OM section	Proper designation and utilization of personnel	OM section filled up	OM Program Management Section	2024				OM	LCE,MBO
<b>The MHRMO lacks competent Plantilla Personnel</b>	For fast implementation of various Programs and activities.	Hiring of one(1) Administrative Officer I ( Records Officer I) SG - 10, One (1) Administrative Aide IV (Human Resource Management Aide) SG-4 and one (1) Administrative Aide I(Utility Worker I) SG-1 under the Administrative and Records Services	Timely submissionof reports and updated employees records.	Municipal Human Resource Management Office	2022-2024	P637,797.50			Municipal Human Resource Management Office	Municipal Mayor, SB and Municipal Budget Office
		Hiring of one(1) Administrative Aide IV ( Human Resource Management Aide) SG-4 under the Recruitment, Selection and Placement						P 198,660.00		

		Hiring of one (1) Information Systems Researcher I SG-10 and Administrative Aide I (Utility Worker I) SG-1 under the Employees Welfare and Benefits					P 439,155.00			
		Hiring of one (1) Administrative Aide IV (Human Resource Management Aide) SG-4 and Administrative Aide I (Utility Worker I) SG-1 under the Administrative Support Services					P 370,142.00			
Lack of tax mapper to conduct tax mapping operation and field inspection for identification of property location, ownership, are, boundary, classification and improvement.	Proper Implementation of real property identification numbering system	Hiring or appointment of Tax Mapper I	Identify and account all parcels of land and the total land area under the jurisdiction of san Fernando.	Municipal Assessor's tax map	2022-2024			P295,712.00	MUN. ASSESSOR'S office	LCE/SB/HR/DILG/MBO
Lack of Assessment clerk III in performing administrative and assessment records in support with ETRACKS project, thru	Preparing and updating of tax mapping records per identification of Farm to Market Roads (FTMR)	Hiring of assessment clerk III	verifies and identifies location to be reflected in the tax map.	Municipal Assessor Tax Map	2022-2024			256,854.00	Municipal Assessor Office	LCE/SB/HR/DILG/MBO

tax mapping preparation.										
In need of additional manpower to handle/assist the registration process and update records on database	Needs to capacitate the LCRO to assist client and update records on database	Hiring/appointment of additional personnel: *Registration office II *3 Admin Aide II	fast and easily accommodate the client and updated LCRO records.	Municipal Civil Registrar Office personnel	2022-2024			P930,650.00	Municipal Civil Registrar's office	LCE/SB/HR/ MBO
In need of additional manpower to complete the necessary clerical works for accurate accounting practices.	To perform general office task, organizing and recording documents, filing reports, and updating records.	Hiring of Accounting Clerk 1 SG-4 Hiring of Administrative assistant I SG-7& III SG-9	The position of Accounting clerk I and admin Aide I&III has been filled.	Municipal accounting Office	2022-2024			P686,007.00	Municipal accounting Office	LCE/SB/HR/ MBO
Lack of technical personnel and manpower to all departments particularly to the services with devolved Functions	Hiring of additional personnel to perform the tasks.	Hiring of additional manpower to every departments	Additional Personnel hired From different Offices.	All department	2022-2024		4,457,198.00	26,736,700.00	All department Heads	CSC

<b>COMPETENCIES</b>										
Limited knowledge and skills of OM staff and personnel in handling the programs	OM staff and personnel are trained and equipped with knowledge in Planning, Implementing Monitoring and Evaluation of Youth Sector and in Tourism Sector.	OM personnel equipped of knowledge on program implementation and with available Comprehensive Plan and referral pathway per sector	OM personnel are equipped with knowledge and skills in handling various programs per sector	OM Program Management Section	2024			100,000.00	OM	LCE,MBO
Lack of available trainings for OM Personnel and staff	Trainings will be available to OM Personnel for additional learnings.	Trainings for OM Personnel will be available for additional learnings.	OM personnel will be trained and learned enough informations from the training they've participated.	OM Program Management Section	2024				OM	LCE,MBO
<b>Plantilla Personnel lack trainings and Seminars</b>	Employees are updated with new Memorandum Circulars and other important matters.	Attendance to Trainings and provide updated information to co-employees.	Completed training on CSC mandates.	Municipal Human Resource Management Office	2022		10,000.00		Municipal Human Resource Management Office	CSC
Municipal Assessor's Staff/Personnel is lack of knowledge in taxmapping	Municipal Assessor's Staff personnel are trained and equipped with set of skills needed such as tax mapping and other datas	Attending seminars and team building activities which offers related issues.	All Municipal Assessor Staff/personnel are equipped with knowledge and set of skills needed to perform their functions.	Municipal Assessor and LGU Operation	2020-2024	20,000.00	20,000.00	20,000.00	Municipal Assessor Office	LCE,MBO

Not all LCRO Staff undergo capacity Building /training needed for easily facilitation of programs handled.	Competent and Efficient work force in handling their assigned task/function.	Capacity Building, attendseminars and conferences pertaining to the programsto the programs and services handled.	LCRO STAFF and othertrained on the on the programs and service.	LCR Staff/Barang ay Secretaries	2022-2024	50,000.00	50,000.00	50,000.00	LCRO	PSA/LCRO
<b>Management Systems</b>										
Lack of enough tools for data gathering and tourism promotion.	Tools are available to use for data gathering and tourism promotion.	Purchasing of tools needed for data gathering and tourism promotion.	Tools are already purchased.	OM Program Management Section	2024			100,000.00	OM	LCE, MBO
<b>No updated HR Mechanisms and Other HR Systems and Programs</b>	Updated HR Mechanisms and Other HR Systems and Programs	The MHRMO together with the staff will help one another in Planning and making the HR Mechanisms and other HR Systems and Programs.	Comprehensive/updated HR Mechanisms and other HR Systems & Programs	Municipal Human Resource Management Office	2023		x		Municipal Human Resource Management Office	SB, CSC
Old functional software computer program	Enhanced functional database and update record books of the program and services of LCRO	Continues updating of the system used and record book used	Update data system ready for fast verification and database accessibility	LCRO Staff	2022-2024	20,000.00	20,000.00	20,000.00	LCRO	PSA/LCRO
<b>Enabling Policies</b>										
Absence of Municipal Ordinance	Presence of Municipal Ordinance	Municipal Ordinance on Municipal Scholarship Grant , Livelihood Program, Tourism Development and Promotion.	Created Municipal Ordinance	OM Program Management Section	2024				OM	LCE , SB



<b>Executive Order No. 4-A Programs on Awards and Incentives for Service Excellence (PRAISE)</b>	Established personnel mechanism to identify, select, reward and provide incentives to deserving employees.	To encourage, recognize and reward employees, individually and in groups.	Established LGU PRAISE.	Municipal Human Resource Management Office	2022		x		Municipal Human Resource Management Office	OM, SB, MBO
<b>Lacking intervention to facilitate the dissemination of updated guideline of program and services of the office</b>	To create awareness to the clientile on the updated guideline on programs and services	Updated guidelines issued by the PSA for implementation of the LCRO	Printing and posting of updated guidelines for references purposes both the LCRO Staff and clientile.	LCRO Staff	2022-2024				LCRO	PSA/LCRO
<b>Lack of meeting conducted specially to the LCRO staff in relation to the updating and re-echoing of programs and services implemented and updating of guidelines for implementation.</b>	updated and well versed with regards to the implemented guidelines on the different programs and services of the LCR Office.	Conduct regular meeting/updating and onitoring sches on the programs implemented.	updated LCR Service and Functional in terms of the service being given to the clientile.	LCR Staff/Barangay Secretaries	2022-2024	50,000.00	50,000.00	50,000.00	LCRO	PSA/LCRO
<b>Knowledge and Learnings</b>										

<b>Installation of Software</b>	Needs mechanism to generate, analyze, use data and information as basis for decision making	Procurement/hiring of necessary devices/personnel; P 100,000.00	Updated Data Base	Municipal Human Resource Management Office	2022		x		Municipal Human Resource Management Office	OM MBO
<b>Leadership</b>										
No permanent employee to handle GAD Programs	For smooth implementation of GAD Programs and activities	To create Plantilla position to handle GAD Programs and activities.	Updated submission of GAD reports	Municipal Human Resource and Management Office	2022		x		Municipal Human Resource Management Office	SB, MBO

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 Date:

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 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA

### SAN FERNANDO, CAMARINES SUR

Performance Area/ Governance Sector:				SAN FERNANDO MUNICIPAL ECONOMIC ENTERPRISES (SFMEE)						
Current State				Desired State						
SFWSS office headed by OIC Harry Lañada –DESIGNATE, but has the item of Draftsman of the MPDO. This office have 42 Job Orders (office staff, maintenance, driver, water reservoir tender and plumber)				<b>Goals:</b> To provide proficient delivery of service to the members consumers of SFWSS.  <b>Objectives:</b> 1. To hired necessary positions for the fast implementation and delivery of programs and services.						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Time frame	Funding Requirements			Process Owner/Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>Structure</b>										
Absence of permanent superintendent to handle efficiently on the operation of SFMEE .	Existence of SFMEE Superintendent	Hiring of 1 SFMEE Superintendent SG 15	Managing and supervising the operation of SFWSS, Slaughter House, Market, Cemetery and other business entities and/or service enterprise under SFMEE's administrative control and supervision.	SFMEE	2024			P403,522.00		HRMO/MBO/S B/LCE
Absence of plantilla positions on Slaughter house master/ Supervisor to supervise the facility	The personnel will lead the activities all about the meat industry in the municipality	Hiring of Slaughterhouse Master to supervise the activities of municipal abattoir	Hired/Appointed Slaughterhouse Master /Supervised the activities of municipal abattoir	Municipal Agriculture Office	2024			P267,655.00	Municipal Agriculture Office	HRMO/MBO/S B/LCE
SFWSS has no permanent plantilla Supervisor	In order to expedite the execution of a variety of programs and activities	Hiring of SFWSS Supervisor SG-15	Oversee, manage and supervise the operation of SFWSS	SFWSS	2022-2024			390,351.00	SFWSS	LCE/SB/HR and MBO
		Hiring of Administrative Aide (Bookbinder)	Compile/binds books of account, official receipt, accountable forms and vouchers					198,660.00		

Nonexistence of personnel to supervise the municipal cemetery	To oversee the implementation of the ordinance	Hiring of Municipal cemetery Supervisor SG -6	To ensure that the property is well-maintained and that all cemetery records are properly managed.	Municipal Cemetery	2024			P205,100.00	SFMEE	LCE/SB/HR and MBO
Vacant position for personnel to handle the market operation	Organize implementation of all operations	Hiring of market Supervisor SG -6	Supervision and management of operations containing the regulation.	Municipal Market	2024			P205,100.00	SFMEE	LCE/SB/HR and MBO
Absence of Heavy equipment supervisor	Responsible for inspecting, testing monitoring and adjusting equipment.	Hiring of Heavy equipment Supervisor	Ensuring that proper maintenance is performed on equipment.	LGU San Fernando	2024			P205,100.00	SFMEE	LCE/SB/HR and MBO
<b>Competencies</b>										
Lacks of trainings and seminars	Employees are educated and trained in the areas of program planning, implementation and monitoring.	SFWSS employees are well-versed in program implementation and can provide up-to-date information.	SFWSS personnel are well-trained to manage effectively it's programs and activities.	SFWSS	2022-2024					LCE/SB and MBO

Prepared by:

Approved by:

  
**Ar.EnP. ALDOUS JONEL A. MODINO**  
 Head, CapDev Agenda TWG  
 Date:

  
**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA

SAN FERNANDO, CAMARINES SUR

Performance Area/ Governance Sector:				MUNICIPAL TREASURER'S OFFICE						
Current State				Desired State						
The Municipal Treasurer's Office is headed by the full-pledge Municipal Treasurer (SG24) with Asst. MT (SG22), LRCO 1 (SG11), Disb. Officer (SG8), 3 RCC III (SG7), 2 Detailed position from OM, and 6 Job Order.				Goals:						
				Objectives:						
Current State of Capacity	Desired State of Capacity	Capacity Development Intervention	Expected Output	Target of Capacity Development	Timeframe	Funding Requirements			Process Owner/Office Responsible	Source of Support/ Technical Assistance
						Year 1	Year 2	Year 3		
<b>STRUCTURE</b>										
No Appointed/permanent personnel that will maintain the Enhanced Tax Revenue Assessment and Collection System (E-tracs)	Administrative Aide (Computer Operator) (SG7)	Hiring of Administrative Aide (Computer Operator) (SG7)	Hired Administrative Aide (Computer Operator) who will maintain the Etracs.	Taxpayers				P230,510.00	Municipal Treasurer's Office	Human Resource Office and Municipal Treasurer's Office
No appointed/permanent personnel that will handle the Business Assessment and Licensing of Business Establishments	Licensing Officer (SG11)	Hiring of Licensing Officer (SG11)	Hired Licensing Officer that will handle the Business Assessment and Licensing of Business Establishments	Taxpayers				P295,712.00	Municipal Treasurer's Office	Human Resource Office and Municipal Treasurer's Office

No appointed/permanent personnel that will supervise accounts and is responsible for the receipts of collection to be deposited intact at the Bank.	Cashier III (SG15)	Hiring of Cashier III (SG15)	Hired Cashier III that will supervise accounts and is responsible for the receipts of collection to be deposited intact at the Bank.	Cash Division in Office of Municipal Treasurer				P403,522.00	Municipal Treasurer's Office	Human Resource Office and Municipal Treasurer's Office
<b>ENABLING POLIES</b>										
Unupdate rates of local taxes in the Tax Ordinance.	Updated rates of local taxes in the Tax Ordinance.	Updating of Local Tax Ordinance every 5 years	Revised Local Tax Ordinance	LGU	Every 5 years				Sanguniang Bayan	

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**Ar.EnP. ALDOUS JONEL A. MODINO**  
 Head, CapDev Agenda TWG  
 Date:

Approved by:

  
**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## CAPACITY DEVELOPMENT AGENDA

SAN FERNANDO, CAMARINES SUR

<b>Performance Area/ Governance Sector:</b>				<b>LOCAL LEGISLATION</b>						
<b>Current State</b>				<b>Desired State</b>						
Sangguniang Bayan of San Fernando headed by Vice-Mayor Allan B. Valenzuela, supported by the Sangguniang Bayan Secretary Noe L. Portuguez, is greatly need highly competent personnel.				<b>Goals:</b> To have an infective legislative tracking system						
				<b>Objectives:</b> To employ personnel that is able to perform his/her functions effectively and efficiently.						
<b>Current State of Capacity</b>	<b>Desired State of Capacity</b>	<b>Capacity Development Intervention</b>	<b>Expected Output</b>	<b>Target of Capacity Development</b>	<b>Timeframe</b>	<b>Funding Requirements</b>			<b>Process Owner/Office Responsible</b>	<b>Source of Support/ Technical Assistance</b>
						Year 1	Year 2	Year 3		
<b>Structure</b>										
Lack of personnel to code/file materials and important documents such as Administrative issuances, reports, resolution, ordinances, and etc. He/she should be able to classify and appraise records for inventory and disposition, formulate records retention and disposal schedule as guide to all	Proper classification and handling or safekeeping of records.	Hiring or appointment of <b>Record Officer I</b>	All records (hard and soft copy) were already safe keep and classified according to its type. <b>The Record Officer I (SG-10)</b> was able to perform his/her functions efficiently and effectively.	Sangguniang Bayan Record Management	2024			267,655.00	Sangguniang Bayan	LCE/SB/HR/DILG/MBO

disposition action on records, undertake the preservation of important documents for future use, study revisions of the RRDS, the preservation and protection of all records, and be able to perform other related functions										
Lack of personnel entering customer and account data from source documents within time limits, and compiling, verifying accuracy and sorting information to prepare source data for computer entry. He/she should be able to review data for deficiencies or errors, corrections of any incompatibilities and checking output.	Proper data entry of customer and account data from source documents.	Hiring or appointment of <b>Data Entry Machine Operator I</b>	All documents may it be reports, resolutions, ordinance, Administrative issuances, and etc. are all computerized, and free of errors and discrepancies. Likewise, accessibility of data can be realized. The <b>Data Entry Machine Operator I</b> (SG-8) was able to perform his/her functions efficiently and effectively.	Sangguniang Bayan Record Management	2024			231,812.00	Sangguniang Bayan	LCE/SB/HR/DILG/MBO



<p>Lack of personnel to records verbatim in notices of sessions, hearings, quasi-legal proceedings, and of police investigations, testimony, statements, and stenography, etc.; prepares transcripts of notes taken; keeps notes properly identified and filed; may be required to serve on a twenty-four hour, on-call basis to take statements of persons involved in police investigations; records, transcribes and keys statements of complainants, victims, and suspects; may be called upon to testify in court, reading from notes to verify authenticity of printed statements; takes dictation including letters, briefs, subpoenas, jury instructions and</p>	<p>Proper stenographic reports of sessions, hearings, quasi-legal proceedings, and of police investigations, testimony, statements, and stenography.</p>	<p>Hiring or appointment of <b>Stenographic Reporter I</b></p>	<p>All stenographic reports of sessions, hearings, quasi-legal proceedings, and of police investigations, testimony, statements, and stenography, are properly recorded, filed, and accessible to serve its purpose on any given time or incident. The <b>Stenographic Reporter I</b> (SG-7) was able to perform his/her functions efficiently and effectively.</p>	<p>Sangguniang Bayan Record Management</p>	<p>2024</p>			<p>P230,510.00</p>	<p>Sangguniang Bayan</p>	<p>LCE/SB/HR/DILG/MBO</p>
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stipulations; keys information from one document on to another; performs a wide variety of secretarial and clerical tasks including correspondence, setting up and maintaining files and keying reports, memorandums, policies, resolutions, ordinances and forms; performs advanced word processing functions										
<b>Competencies</b>										
Sangguninag Bayan staff and personnel lack knowledge in computer operations.	Sangguninag Bayan staff and personnel are trained and equipped with set of skills needed such as computer operations, archiving and publication of data.	Conducting and Attending seminars and team building activities which offers set of skills program needed by the Sangguniang Bayan personnel.	All Sangguniang Bayan personnel are equipped with knowledge and set of skills needed to perform their functions.	Sangguniang Bayan and LGU Operations	2022-2024				SB	
Sangguninag Bayan staff and personnel lack knowledge in archiving and publication of data				Sangguniang Bayan and LGU Operations	2022-2024				SB	

<b>Management Systems</b>										
Absence of computer software specifically suitable for the operation of Sangguniang Bayan, and web developer	Having computer software specifically suitable for the operation of Sangguniang Bayan, and web developer	Presence of computer software specifically suitable for the operation of Sangguniang Bayan, and web developer	The Office of the Sangguniang Bayan is operating using its software to offer a better service than ever.	Sangguniang Bayan Operation and Management	2022-2024					
Absence of codefied ordinances	Having codefied ordinances	Presence of codefied ordinances	The office also have a codified ordinances that helps to deter the municipal legislative body from enacting redundant or inconsistent new ordinances, and lets the council or board view the body of law as a whole and note any gaps in coverage which may need legislation	Sangguniang Bayan Operation and Management	2022-2024					

Prepared by:



**Ar.EnP. ALDOUS JONEL A. MODINO**  
 Head, CapDev Agenda TWG  
 Date:

Approved by:



**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

## Description on the Capability Development Agenda for San Fernando

**Agricultural Services**-The Municipal Agriculture Office consisted of different programs such as Farm Production Technology, Livestock and Poultry Program, Cooperative Development Livelihood Development Program, Fishery and Aquatic Resource Management, Operation and Development Program. The goal of MAO is to help and empower the farming and fishing communities and the private sector to produce enough, accessible, affordable, safe and nutritious for the people of San Fernando and a decent income to all; and deliver basic Agricultural and Fishery Services. The office objectives are to formulate, measures and ensure the delivery of basic agricultural services and provision of adequate facilities relative to agricultural services; and ensure maximum assistance and access to resources in the production, processing and marketing of agricultural and aqua-cultural and marines' products are extended to farmers, fishermen and local entrepreneurs.

Annex G1 focused on the capacity development agenda of municipal agriculture office. It describes the current state capacity of office, the desired state of capacity, capacity development, and expected output. The office would like to meet the desired state of capacity to deliver goods and services. The organizational structure of the office had 29 employees in delivering goods and services. Six (6) permanent staffs specifically MA (1), AT (6) and the rest are job orders. Creating of new plantilla positions shall be needed on capacity development intervention such as Veterinarian 1 SG13, Agriculturist 1 SG 11, 3 Administrative Aide II SG 2, Agricultural Engineer 1 SG 12, Agriculturist II SG 15, Agricultural Technician II SG 8. Eight (8) plantilla positions to be created to manned the specific programs and activities for the devolved and existing functions. For the budgetary requirement for appointing plantilla positions amount to 1,180,000.00 and 945,000.00 for Year 2023 and 2024, respectively.

As observed and determined, the current state of capacity on the management systems is few of flow delivery of services (citizen charter). The desired state is to update the delivery of goods and services and expect to have print—out materials.

To enable the desired state capacity on the capacity development of the office, enactment of municipal ordinance of different plantilla positions and to enforced concrete and concise rules and regulations to strengthened the implementations of programs.

Databases of the office are already available in the office as the master list were consolidated such as Registry for Basic Sector in Agriculture (RSBSA), list of farmers on cacao, corn, FishR and BoatR, inventory of agri-fishery machinery and equipment.

**Health Services**-Under Structures, the Municipal Health Office is needs to fill up several item and these are Undermanned Ambulance Services, Absence of Temporary Treatment and Monitoring Facility and its Personnel, Lack of Technical Personnel for Laboratory Services, Absence of Plantilla Disease Surveillance Officer (DSO), Lack of Nurses/ Midwife per BHS and the Absence of its Plantilla Position, Absence of Animal Bite Clinic, and Absence of Screening Kits for Hepatitis and HIV.

Under Competencies, there are trainings and competencies required for the personnel of the Rural Health Unit of San Fernando. And these are Trainings of Ambulance Drivers and Personnel for BLS and ACLS Training, Training for Animal Bite Treatment at RITM, and Training for HIV/AIDS Screening at San Lazaro Hospital.

Under System, although there is already a presence of a Standard Operation Procedure for the Birthing Facility, there is still a need in some area. These is the Absence of a Manual of Operation for the Ambulance Services and its accreditation and licensure.

Under the Enablisng Policies, there are some areas of concerns. These are Absence of Ordinance on the Creation of the Plantilla Positions for 2 Ambulance Drivers, 1 Utility, 1 DSO, 12 Nurses, and 5 Midwives and the Absence of Municipal Ordinance for the Creation of an Animal Bite Treatment Clinic.

**Social Services**-Municipal Social Welfare and Development Office is headed by a full-fledged MSWDO with 1- SWO III, 1- SWA, 1- DCW II. It is able to carry out the programs and services with help three (3) Job Order personnel's. To implement the full devolution of program and services, the MSWDO wishes to hired At least four (4) technical staff are holding a plantilla position per year (at least SG 15, SG 11, SG 14, SG 8, SG 4 and SG I) for the implementation of programs and service. More than one (1) Social Worker Managing Court Cases are trained and accredited. More than 1 administrative staff are hired holding a plantilla position to assist in the operations of the office.

81-100% of personnel have attended at least 1 relevant training/seminar in the past 3 years. To be able to perform functions in accordance with the prescribed duties and responsibilities as indicated in a Special Order or Competency-Based Job Description or any similar documents. Compensation of MSWDOs and staff comply with existing wages, benefits and incentives rules and regulations such as the Salary Standardization Law, provision of subsistence allowance and hazard pay as stated in the Magna Carta for Public Social Workers.

Majority of Basic Health Programs and Services delivered by the San Fernando is funded by the National Government including the HRH Deployment to the different Barangays. San Fernando RHU is headed by a full pledge MHO, 1 Nurse, 1 Med Tech, 8 Midwife, 1 RSI and 1 Ambulance driver. This staff need to serve the 22 Barangays with 37,524 (Based on DOH Projected Population) in 24/7 Operation of the Facility (including Emergency services department and Birthing Facility and to include programs and services regarding COVID19 pandemic Response).

REPUBLIC OF THE PHILIPPINES  
 PROVINCE OF CAMARINES SUR  
 MUNICIPALITY OF SAN FERNANDO

**PROPOSED ORGANIZATIONAL STRUCTURE**

**Office of the Municipal Mayor**  
 MUNICIPAL MAYOR  
 SG-27  
 HON. FERMIN H. MARBULO

**Office of the Sangguniang Bayan**  
 MUNICIPAL VICE MAYOR  
 SG-25  
 HON. ALLAN B. VALENZUELA

- (4) Barangay Health Aide SG-4
- (2) Utility Worker II SG-3
- (2) Utility Worker I SG-1
- Environmental Specialist II SG-15
- Private Secretary II SG-15
- Nutrition Officer II SG-14
- Human Resource Mngt. Officer SG-15
- Local Disaster Risk Reduction Officer II SG-15
- Executive Assistant I SG-14
- Librarian I SG-11
- Nutrition Officer I SG-10

- Nutrition & Population Officer I SG-16
- Tourism Officer I SG-11
- Youth Dev't Officer I SG-10
- IT Officer I SG-8
- Population Aide I SG-6
- Clerk I SG-3
- Admin. Aide I SG-1
- Utility I SG-1

Secretary to the Sangguniang Bayan SG-24  
 HON. I. PORTUGUES

Admin. Aide I SG-1

Admin. Aide I SG-1  
 Private Secretary I SG-11  
 Admin. Aide III SG-3

Stenographer I SG-4  
 Admin. Aide IV SG-4  
 Admin. Officer I SG-10  
 Admin. Assistant II SG-8  
 Admin. Assistant I SG-7

ANTONIO R. ENARRA SG-21  
 NED D. DOBRIAN SG-24  
 ROBERT D. DAYAO SG-21  
 M. HENRY S. LARUA SG-24  
 ROSEMARIE S. TAYE SG-24  
 LILIA A. NAVRDES SG-21  
 CERA JUIEL SELAO SG-24  
 DR. STIBAL E. KUTAGO SG-21  
 WILLIAM A. MASAPOL JR. President SG-24  
 DAVE E. PERALTA SG-21

**Municipal Human Resource Management Office**  
 MUNICIPAL GOVERNMENT DEPARTMENT HEAD I SG-24

Record Officer I SG-10  
 Admin. Assistant II SG-8  
 Administrative Aide VI SG-6  
 Administrative Aide I SG-1  
 Admin. Officer I SG-10  
 Information Research I SG-10  
 (2) Admin. Aide IV SG-4  
 (3) Admin. Aide I SG-1

**Municipal Health Office**  
 MUNICIPAL HEALTH OFFICER SG-24  
 ZENADA C. VILLENZO, MD

Medical Technologist I SG-15  
 Nurse II SG-15  
 (8) Midwife II SG-11  
 Sanitation Inspector I SG-6  
 Sanitation Inspector I SG-6  
 Driver I SG-3  
 Dentist I SG-17  
 (12) Nurse I SG-15  
 (5) Midwife SG-11  
 Disease Surveillance Officer SG-11  
 RadTech SG-11  
 Laboratory Aide SG-4  
 (2) Ambulance Driver SG-3  
 Utility SG-1

**Municipal Treasurer's Office**  
 MUNICIPAL TREASURER SG-24  
 MARLEYN V. MADRO

Municipal Assistant Treasurer SG-22  
 Local Revenue Collection Officer I SG-11  
 Disbursing Officer I SG-8  
 (3) Revenue Collection II SG-7  
 Admin. Officer V SG-15  
 Admin. Assistant I SG-7  
 Admin. Aide VI SG-6  
 Admin. Aide I SG-1

**Municipal Accounting Office**  
 MUNICIPAL ACCOUNTANT SG-24  
 REA Y. NODRA

Bookkeeper SG-8  
 Accounting Clerk II SG-6  
 Admin. Assistant III SG-8  
 Admin. Assistant I SG-7  
 Accounting Clerk I SG-4

**Municipal Planning and Development Office**  
 MUN. PLANNING & DEVELOPMENT COORDINATOR SG-24  
 AR/ENP ALDOUS JONEL A. NODINO

Draftsman II SG-15  
 Planning Officer II SG-15  
 Zoning Officer II SG-15  
 Statistician I SG-11  
 Planning Assistant SG-8

**Municipal Budget Office**  
 MUNICIPAL BUDGET OFFICER SG-24  
 ALEX P. PANA

Clerk III SG-6  
 Admin. Assistant II SG-8

**Municipal Assessor's Office**  
 MUNICIPAL ASSESSOR SG-24  
 VICTORIA C. EUNAY

(2) Assessment Clerk II SG-6  
 Tax Mapper I SG-11  
 Assessment Clerk III SG-9

**San Fernando Municipal Economic Enterprises**  
 MUN. ECONOMIC ENTERPRISES SUPERINTENDENT SG-15

SFWSS Supervisor SG-14  
 Slaughterhouse Master SG-10  
 Market Supervisor SG-6  
 Cemetery Supervisor SG-6  
 Heavy Equipment Supervisor SG-6  
 Admin. Aide IV SG-4

**Mun. Disaster Risk Reduction and Management Office**  
 MGDH I SG-24  
 DR. ROHINEL B. FAJARDO

Local DRRM Officer I SG-11  
 Local DRRM Assistant SG-8  
 Administrative Aide III Driver I SG-3  
 (2) Admin. Assistant SG-8  
 (2) Admin. Aide III SG-3  
 Driver I SG-3

**Municipal Registrar's Office**  
 MUNICIPAL CIVIL REGISTRAR OFFICER I SG-24  
 RODRIGO III L. NERI

Assistant Registration Officer SG-8  
 Admin. Aide I SG-1  
 Registration Officer II SG-14  
 (3) Admin. Aide II SG-2

**Municipal Engineering Office**  
 MUNICIPAL ENGINEER SG-24  
 ENGR. ALWIN D. MASAPOL

Draftsman III SG-11  
 Mechanic II SG-6  
 Engineer I SG-12  
 Building Inspector SG-11  
 Engineering Assistant SG-8  
 Clerk II SG-4

**Municipal Social Welfare and Development Office**  
 MSWD OFFICER SG-24  
 MARICELI A. RASAY

Social Welfare Officer III SG-16  
 Social Welfare Assistant I SG-8  
 Daycare Worker II SG-9  
 (2) Social Welfare Officer II SG-15  
 Community Affairs II SG-15  
 Admin. Officer III SG-14  
 (2) Social Welfare Officer I SG-11  
 Community Affairs Officer I SG-11  
 Youth Dev't Assistant I SG-10  
 Social Welfare Assistant SG-8  
 (2) Social Welfare Aide SG-4  
 Admin. Aide I SG-1

**Municipal Agriculture Office**  
 MUNICIPAL AGRICULTURIST SG-24  
 ALLAN P. SALVADOR

(5) Agriculturist Technologist SG-10  
 Agriculturist II SG-15  
 Veterinarian I SG-13  
 Agricultural Engineer I SG-12  
 Agriculturist I SG-11  
 Agricultural Technician I SG-6  
 (3) Meat Inspector I SG-6  
 (2) Farm Worker II SG-4  
 (3) Admin. Aide II SG-2

**Mun. Environmental & Natural Resources Office**  
 MENO OFFICER SG-24

Forester I SG-11  
 Forest Technician I SG-6  
 Admin. Aide III SG-3  
 (4) Admin. Aide I SG-1

22 BARANGAYS

- LEGEND:**
- EXISTING
  - VACANT
  - FOR CREATION

**Attachment 5: Proposed Additional Positions to the Plantilla of LGU Personnel  
(LBP Form No. 3)**

**PROPOSED ADDITIONAL POSITIONS TO THE PLANTILLA OF LGU PERSONNEL**

**SAN FERNANDO**

**(LGU)**

Item Number		Position Title	Name of Incumbent	Current year Authorized		Budget Year Proposed		Increase/Decrease
				Rate/Annum		Rate/Annum		
Old	New			SG/Step	Amount	SG/Step	Amount	
		<b>OM</b>						
	x	Nutrition and Population Officer I	Vacant	16/1	392,048.00			increase
	x	Tourism Officer I	Vacant			11/1	295,712.00	increase
	x	Clerk I	Vacant			3/1	189,119.00	increase
	x	Utility I	Vacant			1/1	171,500.00	increase
	x	Youth Development Officer I	Vacant			10/1	267,655.00	increase
	x	IT Officer I	Vacant			8/1	231,812.00	increase
	x	Administrative Aide I	Vacant			1/1	171,500.00	increase
	x	Population Aide I	Vacant			6/1	205,100.00	increase
		<b>VICE-MAYOR OFFICE</b>						
	x	Private Secretary I	Vacant	11/1	295,712.00			increase

	x	Administrative Aide III	Vacant	3/1	189,119.00			increase
		<b>MPDO</b>						
	x	Planning Officer II	Vacant	15/1	403,522.00			increase
	x	Zoning Officer	Vacant			15/1	403,522.00	increase
	x	Planning Assistant II	Vacant			8/1	231,812.00	increase
	x	Statistician 1	Vacant			11/1	295,712.00	increase
		<b>SFMEE</b>						
	x	Municipal Economic Enterprise Superintendent	Vacant			15/1	403,522.00	increase
	x	SFWSS- Supervisor	Vacant			14/1	390,351.50	increase
	x	Slaughterhouse master	Vacant			10/1	267,655.00	increase
	x	Market supervisor	Vacant			6/1	205,100.00	increase
	x	Cemetery Supervisor	Vacant			6/1	205,100.00	increase
	x	Heavy Equipment Supervisor	vacant			6/1	205,100.00	increase
	x	Administrative Aide IV	Vacant			4/1	198,642.50	increase
		<b>MEO</b>						
	x	Engineer I	Vacant			12/1	341,232.00	increase
	x	Building Inspector	Vacant	11/1	295,712.00			increase
	x	Eng'g. Assistant	Vacant			8/1	231,812.00	increase
	x	Clerk II	Vacant			4/1	198,642.50	increase
		<b>MDRRMO</b>						
	x	Administrative Assistant	Vacant			8/1	231,812.00	increase



	x	Administrative Assistant	Vacant			8/1	231,812.00	increase
	x	Administrative Aide III	Vacant			3/1	189,119.00	increase
	x	Administrative Aide III	Vacant			3/1	189,119.00	increase
	x	Driver I	Vacant			3/1	189,119.00	increase
		<b>MCR</b>						
	x	Registration Officer II	Vacant			14/1	390,351.50	increase
	x	Administrative Aide II	Vacant			2/1	180,099.50	increase
	x	Administrative Aide II	Vacant			2/1	180,099.50	increase
	x	Administrative Aide II	Vacant			2/1	180,099.50	increase
		<b>ASSESSOR'S</b>	Vacant					
	x	Tax Mapper I	Vacant			11/1	295,712.00	increase
	x	Assessment Clerk III	Vacant			9/1	256,854.50	increase
		<b>MBO</b>						
	x	Administrative Assistant II	Vacant	8/1	231,812.00			increase
		<b>MTO</b>						
	x	Administrative Officer V	Vacant			15/1	403,522.00	increase
	x	Administrative Aide I	Vacant			1/1	171,500.00	increase
	x	Administrative Assistant I	Vacant			7/1	230,510.00	increase
	x	Administrative Aide VI	Vacant			6/1	205,100.00	increase
		<b>SB</b>						
	x	Administrative Officer I	Vacant			10/1	267,655.00	increase

	x	Administrative Assistant II	Vacant			8/1	231,812.00	increase
	x	Administrative Assistant I	Vacant			7/1	230,510.00	increase
	x	Administrative Aide VI	Vacant			1/1	171,500.00	increase
		<b>MSWDO</b>						
	x	Social Welfare Officer II	Vacant			15/1	403,522.00	increase
	x	Social Welfare Officer II	Vacant			15/1	403,522.00	increase
	x	Community Affairs Officer II	Vacant			15/1	403,522.00	increase
	x	Administrative Officer III	Vacant			14/1	390,351.50	increase
	x	Social Welfare Officer I	Vacant	11/1	295,712.00			increase
	x	Social Welfare Officer I	Vacant			11/1	295,712.00	increase
	x	Community Affairs Officer I	Vacant			11/1	295,712.00	increase
	x	Social Welfare Assistant	Vacant			8/1	231,812.00	increase
	x	Youth Development Assistant	Vacant			8/1	231,812.00	increase
	x	Social Welfare Aide	Vacant			4/1	198,642.50	increase
	x	Social Welfare Aide	Vacant			4/1	198,642.50	increase
	x	Admin Aide I	Vacant	1/1	171,500.00			increase
		<b>MHO</b>						
	x	Dentist I	Vacant			17/1	486,815.00	increase
	x	Nurse I	Vacant	15/1	403,522.00			increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase

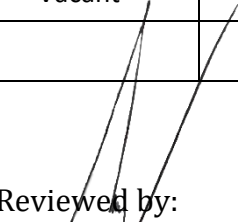
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Nurse I	Vacant			15/1	403,522.00	increase
	x	Midwife	Vacant			11/1	295,712.00	increase
	x	Midwife	Vacant	11/1	295,712.00			increase
	x	Midwife	Vacant	11/1	295,712.00			increase
	x	Midwife	Vacant			11/1	295,712.00	increase
	x	Midwife	Vacant			11/1	295,712.00	increase
	x	Disease Surveillance Officer	Vacant			11/1	295,712.00	increase
	x	Radtech	Vacant			11/1	295,712.00	increase
	x	Laboratory Aide	Vacant			4/1	198,642.50	increase
	x	Ambulance Driver	Vacant	3/1	189,119.00			increase
	x	Ambulance Driver	Vacant			3/1	189,119.00	increase
	x	Utility	Vacant			1/1	171,500.00	increase
		<b>MAO</b>						

	x	Agriculturist II	Vacant			15/1	403,522.00	increase
	x	Veterinarian I	Vacant			13/1	363,860.00	increase
	x	Agricultural Engineer I	Vacant			12/1	341,232.00	increase
	x	Agriculturist I	Vacant			11/1	295,712.00	increase
	x	Agricultural Technician I	Vacant			6/1	205,100.00	increase
	x	Meat Inspector I	Vacant			6/1	205,100.00	increase
	x	Meat Inspector I	Vacant			6/1	205,100.00	increase
	x	Meat Inspector I	Vacant			6/1	205,100.00	increase
	x	Farm Worker II	Vacant	4/1	198,642.50			increase
	x	Farm Worker II	Vacant			4/1	198,642.50	increase
	x	Administrative Aide II	Vacant	2/1	180,099.50			increase
	x	Administrative Aide II	Vacant	2/1	180,099.50			increase
	x	Administrative Aide II	Vacant			2/1	180,099.50	increase
		<b>MENRO</b>						
	x	MENRO	Vacant			24/1	1,115,819.00	increase
	x	Forester I	Vacant			11/1	295,712.00	increase
	x	Forest Technician I	Vacant			6/1	205,100.00	increase
	x	Admin Aide III	Vacant			3/1	189,119.00	increase
	x	Admin Aide I	Vacant			1/1	171,500.00	increase
	x	Admin Aide I	Vacant			1/1	171,500.00	increase
	x	Admin Aide I	Vacant			1/1	171,500.00	increase

	x	Admin Aide I	Vacant			1/1	171,500.00	increase
		<b>ACCOUNTING</b>						
	x	Accounting Clerk I	Vacant			4/1	198,642.50	increase
	x	Administrative Assistant I	Vacant			7/1	230,510.00	increase
	x	Administrative Assistant III	Vacant			9/1	256,854.50	increase
		<b>MHRMO</b>						
	x	Administrative Officer I	Vacant	10/1	267,655.00			increase
	x	Information Researcher I	Vacant			10/1	267,655.00	increase
	x	Administrative Aide IV	Vacant			4/1	198,642.50	increase
	x	Administrative Aide IV	Vacant			4/1	198,642.50	increase
	x	Administrative Aide I	Vacant	1/1	171,500.00			increase
	x	Administrative Aide I	Vacant			1/1	171,500.00	increase
	x	Administrative Aide I	Vacant			1/1	171,500.00	increase
		Total=			<b>4,457,198.50</b>		<b>26,342,702.00</b>	


Prepared by: 

**EDUVEGIS G. FAROL**  
Local Human Resource Management Officer  
Date:

Reviewed by: 

**ALEX P. PANA**  
Local Budget Officer  
Date:

Approved by:

  
**FERMIN M. MABULO**  
Municipal Mayor  
Date:

**Attachment 6: Local Revenue Forecast and Resource Mobilization Strategy**

**LOCAL REVENUE FORECAST AND RESOURCE MOBILIZATION STRATEGY**

**LOCAL GOVERNMENT UNIT OF SAN FERNANDO, CAMARINES SUR**

Local Sources	Income FY 2020 (Baseline)	Target Increase (in %)			Strategies to Increase Local Revenue	Timeframe	Responsible Office/Unit	Resources Required		
		FY 2022	FY 2023	FY 2024				Staffing	Capacity Building Requirements	Funding
[1]	[2]	[3]			[4]	[5]	[6]	[7]		
<b>Taxes</b>								5		
<b>Real Property Tax</b>	755,345.48	6%	15%	21%	Maintenance of Enhanced Tax Revenue Assessment and Collection System (Property Appraisal and Assessment)	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Maintenance of Enhanced Tax Revenue Assessment and Collection System (Billing and collection system)	Jan to Dec	Municipal Treasurer's Office	6 Permanent Positions, 6 Job Order and 2 Detailed Position from the Office of the Mayor	Training and Seminar	500,000.00
					Improve coordination with national agencies for data sharing (e.g. Building official, Local	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order		

					Agriculturist, Local Engineer, etc.)					
					Establish coordination with national agencies for data sharing (e.g. Land Registration Authority, Register of Deeds, Department of Environment and National Resources, etc. )	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order		
					Maximize the use of Geo-Information Technology including available softwares.	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Participate in the General Revision every 3 years (in coordination with the office of the Provincial Assessor)	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order		1,000,000.00
					Participate in the conduct of Administrative remedies (in coordination with the office of the Provincial Treasurer)	Jan to Dec	Municipal Treasurer's Office and Municipal Assessor's Office			
					Listing of idle land.	Jan to Dec	Municipal Assessor's Office	3 Permanent Employees and 5 Job Order		

					Conduct intensive tax information and education campaign to promote tax consciousness.	Jan to Dec	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
<b>Business Tax</b>	1,459,180.82	6%	15%	21%	Update the rates of local taxes in the tax ordinance every five (5) years.	Every 5 years	Sanguniang Bayan and all concerned Offices			
					Improve business taxpayers records and databank management	Jan to Dec	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Conduct regular field inspections of Business Establishments.	4th Quarter of the Year	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Furnished a certified list of delinquent business taxpayers to the Local Chief Executive and Sanggunian Bayan.	January	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Enhance the Business and Collection process thru and efficient computerized system.		Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Designate/Appoint Licensing Officer		Municipal Treasurer's Office	1 Licensing Officer 1 (SG8)		214,896.00



					Conduct Business One Stop Shop (B.O.S.S)	1st 20 days of January every year	Municipal Treasurer's Office, Office of the Municipal Mayor, Bureau of Fire Protection, Municipal Health Office.			100,000.00
<b>Regulatory Fees</b> (Permits and Licenses)	1,026,657.11	6%	15%	21%	Revisit and Update the Tax Ordinance.		Sanggunian Bayan			
					Check/Verify business licenses/permits and clearances during the conduct of inspection of Business Establishment.	4th Quarter of the Year	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Identify and collect other applicable fees, such as: Permit Fee for Inspection and Verification of Subdivision, Permit Fee for Storage of Flammable and Combustible Materials, and Permit Fee for Conduct of Group Activities.		All concerned offices			
<b>Service/User Charges</b> (Service Income)	913,909.54	3%	15%	21%	Revisit and Update the Tax Ordinance.		Sanggunian Bayan			

					Require all departments to determine the services rendered and check with the LRC if there are corresponding fee to services rendered.		All concerned offices			
					Identify all other LGUs Personal and Real Properties that can be rented.		All concerned offices			
					Enact or include in the updating of tax ordinance, fees for services rendered but no imposition collected.	Every 5 years	Sanggunian Bayan			
					Rationalize the rates of fees and charges	Every 5 years	Sanggunian Bayan			
<b>Income from Economic Enterprises (Business Income)</b>	5,116,559.00	8%	15%	21%						
San Fernando Water Supply System					Revisit and Update the Tax Ordinance.	Every 5 years	Sanggunian Bayan			
					Establish an inventory of prompt and delinquent taxpayers.	January	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Issue demand letters to delinquent stallholders	January	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		

					Computerize the billing and collection system.	Jan to Dec	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Improve the Water Supply Facilities		Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
Public Market					Revisit and Update the Tax Ordinance.		Sanggunian Bayan			
					Establish an inventory of prompt and delinquent taxpayers.	January	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Issue demand letters to delinquent stallholders	January	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Computerize the billing and collection system.	Jan to Dec	Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Designate/Appoint Market Supervisor		Municipal Mayor's Office	1 Market Supervisor	Training and Seminar	
					Improve the Public Market Facility		Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
Public Crematorium										
Public Cemetery					Revisit and Update the Tax Ordinance.		Sanggunian Bayan			
					Establish an inventory of prompt and delinquent taxpayers.	January	Municipal Treasurer's Office	3 Permanent Employees		

								and 5 Job Order		
					Computerize the billing and collection system.		Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
							Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order		
					Improve the Cemetery Facilities		Municipal Engineering Office			
					Designate/Appoint Cemetery Supervisor		Municipal Mayor's Office			
Slaughter House					Revisit and Update the Tax Ordinance		Sanggunian Bayan			
					Computerize the billing and collection system.		Municipal Treasurer's Office	3 Permanent Employees and 5 Job Order	Training and Seminar	
					Improve the Slaughter House Facility.		Municipal Engineering Office and Municipal Agriculture Office			
					Designate/Appoint Slaughter House Supervisor		Municipal Mayor's Office			

Prepared by:

Reviewed by:

Approved by:

**MARILYN V. MADRID**  
Municipal Treasurer  
Date:

**ALEX P. PANA**  
Local Budget Officer  
Date:

  
**FERMIN M. MABULO**  
Municipal Mayor  
Date:

**ANNEX K**  
**Attachment 7: Performance Monitoring Framework**

**PERFORMANCE MONITORING FRAMEWORK**

**LOCAL GOVERNMENT UNIT OF SAN FERNANDO, CAMARINES SUR**

Functions/ Services/ Facilities	Programs/ Projects/A ctivities	Performance Indicators	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Capacity Developmen t Needs
				FY 2022	FY 2023	FY 2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]

A. Agricultural and Fishery Services											
1. Grains Development Programs (Rice & Corn)	a. Seed farms / Production area										
	a.1. procurement of Rice land for rice seed farm/production area (1.0 ha), P 5M	1 hectare of seed farms/production area for rice program established	no available seed farms/production area for rice (0 hectare)	None	1 hectare of seed farms/production area for rice program	None	annually	documents for procurement transactions	BAC	Municipal Agriculture Office, OM, SB, BO, MT, Mun Assessor,	Trainings on Seeds Inspector
	a.2 Empowerment of rice seed growers to produce high quality seeds  Training Course on rice Seed Certification on High Quality Inbred Seeds	Local seed growers produced HQS from 0 to 500 bags  3 training course conducted	no produced HQS  0 training course	20% of the total bags target of HQS produced  1 training course conducted	50% of the total bags target of HQS produced  1 training course conducted	100% of the total bags target of HQS produced  1 training course conducted	per cropping season  Annually	harvest report  Training Certificate	Report of the Designated personnel as Seeds Inspector  Training Conducted	Municipal Agriculture Office  Municipal Agriculture	Training for Seed Growers

	b. local distribution channel										
	b.1 Procurement of rice seeds from local seed growers @ 20 kg/bag (1.5 M)  b.1.a. Distributed rice seeds to the farmers	2,000 bags of certified palay seed @ 20 kgs per bag procured  Distributed 2000 bags of certified seeds to 1000 hectare @ 20 kilograms.	0 certified seeds procured (not included in the seed component under RCEF)  0 bags of certified seeds distributed	200 bags of certified seeds procured  200 bags of certified seeds distributed	1000 bags of certified seeds procured  1000 bags of certified seeds distributed	2000 bags of certified seeds procured  2000 bags of certified seeds distributed	(Dry and Wet) per cropping season  (Dry and Wet) per cropping season	documents for procurement transactions  Liquidation report	BAC  Agricultural Extension Workers	Municipal Agriculture Office, Budget Office, Municipal Treasurer, Accounting, Office of the Mayor, Sangguniang Bayan Municipal Agriculture Office	
	b.2 Market linkaging of produced products(milled rice and corn grits) to clientele	10 rice and non-rice producers(association and individual) linked to market	0 market linked	2 producers linked	3 producers linked	5 producers linked	annually	documents for procurement transactions	Data Sources/ Agricultural Extension Workers	Municipal Agriculture Office	
	c. Procurement of subsidized fertilizer (rice and Corn) 500K Distributed rice seeds to the farmers	300 bags of complete fertilizers procured 300 bags of complete fertilizers distributed	0 bags of fertilizers procured and distributed	50 bags of fertilizers procured and distributed	150 bags of fertilizers procured and distributed	300 bags of fertilizers procured and distributed	semi-annually	documents for procurement transactions	Data Sources/ Agricultural Extension Workers /liquidation report	Municipal Agriculture Office	

	d. Procurement and distribution of corn seeds(hybrid and OPV) 75k	50 bags of corn seeds procured and distributed	0 bags of corn seeds procured and distributed	10 bags of corn seeds procured and distributed	30 bags of corn seeds procured and distributed	50 bags of corn seeds procured and distributed	semi-annually	documents for procurement transactions	Data Sources/ Agricultural Extension Workers /liquidation report	Municipal Agriculture Office	
	e. Procurement and distribution of cassava planting materials 50k	1000 cuttings of cassava	0 of cuttings procured and distributed	250 of cuttings procured and distributed	500 of cuttings procured and distributed	1000 of cuttings procured and distributed	semi-annually	documents for procurement transactions	Data Sources/ Agricultural Extension Workers /liquidation report	Municipal Agriculture Office	
	e1. Training Course on Cassava Production  Training Course on Root Crops Production 50k	2 training courses on Cassava Production attended  2 training courses on Root Crops Production	0 trained on the Cassava Production  0 trained on the Root Crops Production	1 training courses on Cassava Production attended  1 training courses on Root Crops Production attended	1 training courses on Cassava Production attended  1 training courses on Root Crops Production attended	None	annually	Training Certificate	Agricultural Extension Worker	Municipal Agriculture Office	
2. High Value Crops Commercial Development Programs	a. Support assistance to Gulayan sa Paaralan Program of DepEd Elementary and										



	Secondary Schools										
	a.1. Provision of Farm inputs (procurement of mixed vegetable seeds, fertilizers and garden tools) P 150K	25 sets of garden tools (hoe, rake, shovel, sprinkler), 100 pcs seedling trays 105 holes, 10 liters EM1, 200 kls Molasses, 2 kls Pechay, 10 cans of Eggplant (morena) @ 50 g/can, 3 kls of Pole Sitao (galante) @ 1 kl/pouch, 5 kls Okra (smooth green) @ 1 kl/pouch, 5 cans Hot pepper (magnum) @ 25 g/can, 10 cans Cucumber (MegaC) @ 50 g/can, 10 cans Squash (Suprema) @ 50 g/can, 10	No provision of farm inputs	5 sets of garden tools (hoe, rake, shovel, sprinkler), 25 pcs seedling trays 105 holes, 2 liters EM1, 50 kls Molasses, 0.5 kl Pechay, 2 cans of Eggplant (morena) @ 50 g/can, 1 kl of Pole Sitao (galante) @ 1 kl/pouch, 1 kl Okra (smooth green) @ 1 kl/pouch, 2 cans Hot pepper (magnum) @ 25 g/can, 2 cans Cucumber (MegaC) @ 50 g/can, 2 cans Squash (Suprema) @ 50 g/can, 2 rolls Plastic Mulch	10 sets of garden tools (hoe, rake, shovel, sprinkler), 50 pcs seedling trays 105 holes, 5 liters EM1, 100 kls Molasses, 1 kls Pechay, 5 cans of Eggplant (morena) @ 50 g/can, 2 kls of Pole Sitao (galante) @ 1 kl/pouch, 2 kls Okra (smooth green) @ 1 kl/pouch, 3 cans Hot pepper (magnum) @ 25 g/can, 5 cans Cucumber (MegaC) @ 50 g/can, 5 cans Squash (Suprema) @ 50 g/can, 5	25 sets of garden tools (hoe, rake, shovel, sprinkler), 100 pcs seedling trays 105 holes, 10 liters EM1, 200 kls Molasses, 2 kls Pechay, 10 cans of Eggplant (morena) @ 50 g/can, 3 kls of Pole Sitao (galante) @ 1 kl/pouch, 5 kls Okra (smooth green) @ 1 kl/pouch, 5 cans Hot pepper (magnum) @ 25 g/can, 10 cans Cucumber (MegaC) @ 50 g/can, 10 cans Squash (Suprema) @ 50 g/can, 10 rolls Plastic Mulch	annually	Liquidation Report, Receiving Copy	Agricultural Extension Worker	Municipal Agriculture Office	

		rolls Plastic Mulch			rolls Plastic Mulch						
		2 training course on Taro Production conducted									
	Training course on Taro Production 50k		0 training course on Taro Production conduct	1 training course on Taro Production conducted	1 training course on Taro Production conducted			Training Certificate; Documentation			
3. Animal Health, Livestock and Poultry programs	a. Livestock and Poultry Dispersal										
	a.1. Procurement and distribution of Livestock and poultry stocks for dispersal P 500K	500 heads of free range chicken procured, and 50 heads of piglets procured and distributed	0 heads of free range chicken procured, and 0 heads of piglets procured and distributed	50 heads of free range chicken procured, and 10 heads of piglets procured and distributed	200 heads of free range chicken procured, and 25 heads of piglets procured and distributed	500 heads of free range chicken procured, and 50 heads of piglets procured and distributed	annually	Liquidation Report, Receiving Copy	Agricultural Extension Worker	Municipal Agriculture Office	
	a.2. Procurement and distribution of veterinary biologics and	Iron(50), Vitamins ADE(100mL)(50); Vitamins B-complex (100mL)(20); Ivermectin(1	Iron(0), Vitamins ADE(100mL)(0); Vitamins B-complex (100mL)(0);	Iron(25), Vitamins ADE(100mL)(25); Vitamins B-complex (100mL)(20); Ivermectin(10	Iron(50), Vitamins ADE(100mL)(50); Vitamins B-complex (100mL)(20); Ivermectin(1		annually	Liquidation Report; Receiving Copy	Agricultural Extension Worker	Municipal Agriculture Office	

	paraphernalia 100k	00mL)(15); Dectomax(20); Combinex(20); Amoxicilli-Clamoxon(20); Syringe(3 mL)(20); Gloves(10); Alcohol(5); Needle(size 17,18,19,20,21)(5); Cotton(10); Disposable long sleeve gloves(2); Betadine(25), procured and distributed	Ivermectin(100mL)(5); Dectomax(0); Combinex(0); Amoxicilli-Clamoxon(0); Syringe(3 mL)(0); Gloves(0); Alcohol(0); Needle(size 17,18,19,20,21)(0); Cotton(10); Disposable long sleeve gloves(0); Betadine(0), procured and distributed	0mL) (5); Dectomax(10); Combinex(10); Amoxicilli-Clamoxon(10); Syringe(3 mL)(10); Gloves(5); Alcohol(2); Needle(size 17,18,(2); Cotton(5); Disposable long sleeve gloves(2); Betadine(20), procured and distributed	00mL)(15); Dectomax(20); Combinex(20); Amoxicilli-Clamoxon(20); Syringe(3 mL)(20); Gloves(10); Alcohol(5); Needle(size 17,18,19,20,21)(5); Cotton(10); Disposable long sleeve gloves(2); Betadine(25), procured and distributed						
4. Fishery and Aquatic Resource Management & Development Programs:	a. Dispersal of fingerlings and other aquaculture seeding materials										
	a.1. Procurement of fingerlings 150k - size 17(tilapia) milkfish, catfish	10,000 tilapia fingerlings, 10,000 milkfish fingerlings and 5,000 catfish fingerlings procured	0 tilapia, 0 milkfish and 0 catfish fingerlings procured  0 training conducted	2,000 tilapia, 2,000 milkfish and 2,000 catfish fingerlings procured  1 training conducted	5,000 tilapia, 5,000 milkfish and 5,000 catfish fingerlings procured  1 training conducted	10,000 tilapia, 10,000 milkfish and 10,000 catfish fingerlings procured	annually	Liquidation Report, Receiving Copy	Agricultural Extension Worker	Municipal Agriculture Office	

	Training on Tilapia, Catfish and milkfish Production 50k	2 trainings conducted on Tilapia, Catfish and Milkfish Production									
	b. Establishment of Fish port and wharf (1.5M)	1 unit of fish port and 1 unit of wharf established	0 unit of fish port and 0 unit of wharf established	None	None	1 unit of fish port and 1 unit of wharf established	annually	Bidding documents, Construction materials	Municipal Engineering Office, Contractor,	Municipal Agriculture Office	
5. Farm Modernization Program											
5.1 Irrigation and Infrastructure	a. Communal Irrigation										
	1. Operations subsidy (105,000 @ 700 hectare) and Maintenance subsidy(1750 per canal)of CIS  3.5 km for earth per canal 7-km for concrete	1. 700 hectare were subsidized the operation and 6 sites of CIS were maintained  2. 6 sites for CIS were monitored and evaluated	1. 0 hectare were subsidized the operation and 0 sites of CIS were maintained  2. 0 sites for CIS were monitored	1. 200 hectare were subsidized the operation and 0 sites of CIS were maintained  2. 2 sites for CIS were monitored and evaluated	1. 200 hectare were subsidized the operation and 0 sites of CIS were maintained  2. 2 sites for CIS were monitored and evaluated	1. 300 hectare were subsidized the operation and 0 sites of CIS were maintained  2. 2 sites for CIS were monitored and evaluated	annually	Operations and Maintenance Audit Systems Documents	Municipal Engineering Office, Contractor,	Municipal Agriculture Office	

	per canal 2. Monitoring and Evaluation of CIS		and evaluated								
	b. Inter-barangay irrigation 1. Operations and Maintenance of inter-barangay irrigation 2. Monitoring and Evaluation of inter-barangay irrigation	1. Ten(10) sites undergo Operations and Maintenance of inter-barangay irrigation 2 Ten(10) sites undergo Monitoring and Evaluation of inter-barangay irrigation	1. Zero(0) sites undergo Operations and Maintenance of inter-barangay irrigation 2 Zero(0) Monitoring and Evaluation of inter-barangay irrigation	1. Three(3) sites undergo Operations and Maintenance of inter-barangay irrigation 2 Three(3) sites undergo Monitoring and Evaluation of inter-barangay irrigation	1. Seven(7) sites undergo Operations and Maintenance of inter-barangay irrigation 2 Seven(7) sites undergo Monitoring and Evaluation of inter-barangay irrigation	1. Ten(10) sites undergo Operations and Maintenance of inter-barangay irrigation 2 Ten(10) sites undergo Monitoring and Evaluation of inter-barangay irrigation	annually	Operations and Maintenance Audit Systems Documents	Municipal Engineering Office, Contractor,	Municipal Agriculture Office	
	1. Operations and Maintenance of Farm-to-Market Roads(FMR) Audit System	Ten(10) FMR Operations and Maintenance Audit System conducted	0 FMR Operations and Maintenance Audit System conducted	Three(3) FMR Operations and Maintenance Audit System conducted	Five(5) FMR Operations and Maintenance Audit System conducted	Ten(10) FMR Operations and Maintenance Audit System conducted	annually	Operations and Maintenance Audit Systems Documents	Municipal Engineering Office, Contractor,	Municipal Agriculture Office	

	c. Rainwater collector (for irrigation purposes esp, rainfed areas)	3 rainwater collector procured and established	0 rainwater collector procured and distributed	1 rainwater collector procured and established	1. Seven(7) sites undergo Operations and Maintenance of inter-barangay irrigation  2 Seven(7) sites undergo Monitoring and Evaluation of inter-barangay irrigation	1 rainwater collector procured and established	annually	Construction Documents, Turnover Documents	Municipal Engineering Office, Contractor,	RAED, MAO	
	d. Spring development (for farm irrigation)	3 spring development procured and established	0 spring development procured and established	1 spring development procured and established	2 spring development procured and established	3 spring development procured and established	annually	Construction Documents, Turnover Documents	Municipal Engineering Office, Contractor,	RAED, MAO	
	e. Soil resource utilization										
	f.1. Conversion of agricultural waste into soil-based medium  Training Course on Vermicomposting	Converted 100 bags agricultural waste into soil-based medium  2 training course conducted on Vermicomposting	0 bags agricultural waste into soil-based medium  0 training course conducted on Vermicomposting	1 training course conducted on Vermicomposting	25 bags agricultural waste converted into soil-based medium  1 training course conducted on Vermicomposting	50 bags agricultural waste converted into soil-based medium	annually	Construction Documents, Turnover Documents	Municipal Engineering Office, Contractor,	RAED, MAO	

	g. Soil conservation projects										
	g.1. Use of SALT(Sloping Agricultural Land Technology)	5 sites of SALT were established	0 sites of SALT were established	2 sites of SALT were established	3 sites of SALT were established	5 sites of SALT were established	annually	Documentation; Validation and Implementation Report	Municipal Engineering Office, Contractor,	RAED, MAO	
6. Research and Extension Services	a. On site research										
	a1. Technology Package research a.2 Magsasakang Siyentista	a1.3 Adaptability trials of newly-released inbred seed variety established	0 adaptability trials of newly-released inbred seeds established	1 adaptability trials of newly-released inbred seeds established	1 adaptability trials of newly-released inbred seeds established	1 adaptability trials of newly-released inbred seeds established	annually	Documentation; Harvest Report(yield, tons/ha): Field Walk(Farmer's Choice)	Agricultural Extension Worker	MAO	
	b. Demonstration Technologies										
	b1. Corn Demo Site  Agri-Doc Training Course;  Season Long Farmer's Field School	3 corn demo established  2 Agri-Doc Training Course 2 Season Long Farmer's Field School	0 corn demo established  0 Agri-Doc Training Course 0 Season Long Farmer's Field School	3 corn demo established  2 Agri-Doc Training Course 2 Season Long Farmer's Field School	3 corn demo established  2 Agri-Doc Training Course 2 Season Long Farmer's Field School	3 corn demo established	Annually	Documentation; training certificate	Agricultural Extension Worker	MAO	

	c. Transfer of Technologies										
	c1. Farmer's Field Schools/Meetings/Seminar	1. Two(2) Farmer's Field School 2. Two(2) Farmer's Meetings 3. 2 Seminars	1. 0 Farmer's Field School 2. 0 Farmer's Meetings 3. 0 Seminars	1. One(1) Farmer's Field School 2. One(1) Farmer's Meetings 3. One(1) Seminars	1. One(1) Farmer's Field School 2. One(1) Farmer's Meetings 3. One(1) Seminars		Annually	Documentation; Training Certificate	Agricultural Extension Worker	MAO	
	d. Agricultural Extension										

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 Date:

  
**FERMIN M. MABULO**  
 Municipal Mayor  
 Date:

**PERFORMANCE MONITORING FRAMEWORK**

**SAN FERNANDO, CAMARINES SUR**

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Capacity Developmen t Needs
				FY2022	FY2023	FY2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
<b>HEALTH SERVICES</b>											



<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles)</b>	Emergency Transport Services	# of patients served	300 patients served last September 2021	as arises	as arises	as arises	Monthly	Logbook	Trip Ticket	MHO	
<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles) Facility (TTMF)</b>	Construction/ Establishment of Temporary Treatment and Monitoring Facility and Staffing	# of patients quarantined or isolated	24 active cases in home quarantine	as arises	as arises	as arises	Daily	Records and Documents	Reported cases	MHO	
<b>Health Facilities Enhancement Program (Infrastructure, Equipping, Mobile Vehicles) Laboratory Expansion</b>	Expansion of Laboratory Services	# of patients served for X-ray	No patients served for X-ray at the moment	as arises	as arises	as arises	Monthly	Records and Documents	Logbook	MHO	
<b>Epidemiology and Surveillance</b>	Hiring of Disease Surveillance Officer (DSO)	# patients Contact Traced and for Swab	100 patients were swabbed last September	as arises	as arises	as arises	Monthly	Records and Documents	List of patients Swabbed	MHO	
<b>Human Resources for Health</b>	1 Nurses/ Midwife per BHS	Service Delivery Indicators: mCPR, Adolescent	mCPR: 48.64%, Adolescent Birth Rate: 1.64% FIC: 80.91% PhilPEN: 30.81% TB Case	as arises	as arises	as arises	Annual	FHSIS	TCL	MHO	

		Birth Rate, FIC, PhilPEN, TB Case Notification Rate, TB Treatment Success Rate, Safe Drinking Water, Stunting Among Children under 5	Notification Rate: 301.18 TB Treatment Success Rate: 88.93% Safe Drinking Water: 28.21% Stunting Among Children under 5: 15.26%								
<b>National Rabies Prevention and Control Program</b>	Establishment of Animal Bite Treatment Clinic	# of patients served for animal bite treatment	No patients served for animal bite treatment at the moment	as arises	as arises	as arises	Monthly	Records and Documents	Logbook	MHO	
<b>National Family Planning Program</b>	Establishment of Stand-alone Family Health Clinic at Brgy Pinamasagan and Brgy Daculang Tubig	# of patients who availed family planning commodities		as arises	as arises	as arises	Monthly	Records and Documents	Logbook	MHO	
<b>National HIV/AIDS &amp; STI Prevention and Control Program</b>	Procurement and distribution of: 1. Syphilis rapid test kit 2. Hepatitis B viral load reagents 3. HIV viral load point of	# of patients screened for STI /HIV AID		as arises	as arises	as arises	Annual	Records and Documents	Logbook	MHO	

	care test (POC) 4. HIV RDT-1 (for screening)										
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**PERFORMANCE MONITORING FRAMEWORK**  
**SAN FERNANDO, CAMARINES SUR**

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequen cy of Monitori ng	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Capacity Developme nt Needs
				FY2022	FY2023	FY2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
<b>MSWDO (SOCIAL SERVICES)</b>											
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]

FAMILY AND COMMUNITY WELFARE PROGRAM	Program for Returning OFWs' Services/Programs for Potential OFW and Families	Established Database for OFW and Balik Probinsya	1 data for the returning OFW's .	Updated database for OFW	Updated database for OFW	Updated database for OFW	Annually	Technical Assistance and Resource Augmentation (TARA) Tool	General Intake Sheer and Profile Form	MSWDO	
	Services for Balik Probinsya Clients	# beneficiary for Balik Probinsya clients serve	Provide programs and services for potential Families.	10% target client served for program and services for potential beneficiary for Balik Probinsya.	10% target client served for program and services for potential beneficiary for Balik Probinsya.	10% target client served for program and services for potential beneficiary for Balik Probinsya.	Annually	Technical Assistance and Resource Augmentation (TARA) Tool	General Intake Sheet (GIS) Form	MSWDO	
<b>Livelihood Program /Sustainable Livelihood Program</b>	Technical - Vocational Skills Training, Pre - Employment Assistance, Cash for Building Livelihood Assistance and Seed Capital Fund	Established Data Base of SLP Beneficiary # of SLP Beneficiaries serve	Available data for SLP Beneficiaries > SLP Beneficiaries identified with complete document for Community - based capacity building			>Updated database for SLP ben. With Monitoring Form >5% increase of SLP Beneficiaries with complete documents	Annually	Livelihood Assistance Grants (LAG Form) & SLP - LAG Monitoring Form	Project Proposal SLP Profile Form	MSWDO	Capacity Development on Monitoring and Evaluation

<b>Assistance to Individuals in Crisis Situation (AICS)</b>	Non - cash, Education Assistance, Emergency Shelter Assistance	># of AICS Beneficiaries served > Established Crisis Management Monitoring System (Crims)	> Increase of beneficiaries for Non-Cash, Education Assistance, Emergency Shelter Assistance >1 available Data Based for Crisis Management Monitoring System	>Increase number of Non- Cash, Education Assistance, Emergency Shelter Assistance served >Updated data based for Crisis Management Monitoring System	> 5% Increase number of Non- Cash, Education Assistance, Emergency Shelter Assistance served >Updated data based for Crisis Management Monitoring System	> 5% Increase number of Non- Cash, Education Assistance, Emergency Shelter Assistance served >Updated data based for Crisis Management Monitoring System	Quarterly	TARA Tool Crisis Management Monitoring System	General Intake Sheet (GIS) Form Certificate of Eligibility (CE)	MSWDO	Data Collection(database management ,data analysis)
<b>Anti-Trafficking in Persons</b>	Case Management on Recovery and Reintegration Comprehensive case management on all TIP Cases	># of Cases of TIP served > Established management plan and programs for Child Trafficking > Established DataBase for TIP	> Updated Case Folder > Established plan and programs for TIP Cases. > 1 - database on TIP established		>Plans and program for Case Management and Reintegration Formulated	>Plans and program for Case Management and Reintegration Formulated	Annually	CNSP Report Case Management on Recovery and Reintegration for TIP	Case Folder Referral Form	MSWDO	CAPDEV to implement the Case Management on Recovery and Reintegration Comprehensive case Management on TIP Cases.

<b>Capability Enhancement for Service Providers Intensive Advocacy Activities</b>	Capacity Building Activities on Psychological First Aid, Gender Responsive Case Management, Trauma Informed Care and knowledge on TIP - related Laws;	># of CapDev conducted to Service provider	100% service provider trained on Psychological First Aid, Trauma Informed Care and knowledge on TIP - related Laws;		Psychological First Aid, Trauma Informed Care applied in TIP	Psychological First Aid, Trauma Informed Care applied in TIP	Annually	TARA Tool Terminal Report	Profile of Service Provider Attendance Sheet	MSWDO	
<b>Logistical Support During and Post-Rescue Operation of Victim-survivors of trafficking;</b>	Provision of Hygiene Kits, Meals and Psychosocial Counseling/Psychological First Aid Support Services for Victim-Survivors of Trafficking	No Assistance allotted for trafficked persons	> Decrease number of beneficiary provided logistical support	5% Decrease number of beneficiary provided logistical support	5% Decrease number of beneficiary provided logistical support	5% Decrease number of beneficiary provided logistical support	Annually	TIP Monitoring Report	General Intake Sheet and Profile Form Certificate of Eligibility (CE)	MSWDO	

<b>Child and Youth Welfare Program</b>	Community Service thru Immersion Outreach Program (IOP), Weekend Youth Brigade (WYB), Government Internship Program (GIP); Youth/Peer Support Service advocacy.	> No permanent Personnel handling Youth Program. >No. of Ben. Of IOP, WYB and GIP served	>1 - permanent personnel handling Youth Program. >Increase number of PYAP members > Increased number of IOP, WYB and GIP beneficiary.	5% Increased number of PYAP member >Increase number of PYAP members > Increased number of IOP, WYB and GIP beneficiary.	5% Increased number of PYAP member >Increase number of PYAP members > Increased number of IOP, WYB and GIP beneficiary.	5% Increased number of PYAP member >Increase number of PYAP members > Increased number of IOP, WYB and GIP beneficiary.	Annually	GIP. IOP Monitoring Report	PYAP Profile IOP, GIP and WYB Profile	MSWDO	
	Formulated Local Development Plan for Children and Youth	Absence of Local Development Plan for children and Youth	1 Plan Formulated for Children and Youth	Plan Formulated for Children and Youth	Plan Formulated for Children and Youth	Plan Formulated for Children and Youth	Annually	CFLGA,LCPC	SB Ordinance	SB and LCE	
<b>Advocacy Campaign; Inclusion in Developing/Updating the Local Children Code; Local Adoption of the Act through a Municipal Ordinance</b>	RA 11229 – Child Safety in Motor Vehicles Act REPUBLIC ACT No. 10666 AN ACT PROVIDING FOR THE SAFETY OF CHILDREN on BOARD MOTORCYLES REPUBLIC ACT NO.	Outdated Children Code	Updated Childrens Code	Updated the Local Children Code	Updated Childrens Code	Updated Childrens Code	Annually	CFLGA,LCPC	Municipal Ordinance	DILG, SB ,and LCE	

	10821 Children's Emergency Relief and Protection Act RA 11036 National Mental Policy RA 11037 Masustansyan g Pagkain para sa Batang Pilipino RA 11148 Kalusugan at Nutrisyon ng magnanay Act RA 9231 Special Protection of Children Against Child Abuse Exploitation and Discriminatio n Act RA 11188 Special Protection of Children in Armed Conflict										
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	Temporary custody TIP (as deemed necessary)	Lack of Temporary Custody Center of TIP	Established Temporary Custody for TIP with operation Manuals			Temporary Custody for TIP established and operational	Monthly		Municipal Ordinance	SB and LCE	Training in the Formulation of Operation Manual
	Foster Care Program (Aruga at Kalinga sa Barangay)	> Lack Foster Care Program established in the Barangay >Lack of register foster parent identified	> Foster Care Program established > Increased number of foster family identified	>Aruga at Kalinga sa Barangay established > Identified foster parent	>Aruga at Kalinga sa Barangay established > Identified foster parent	>Aruga at Kalinga sa Barangay established > Identified foster parent	Quarterly	Foster Care Monitoring Tools	Family Profile of identified foster parent	MSWDO	Training on the Guidelines on Aruga at Kaalinga and registration of Foster Parent
	Supplemental Feeding Program (SFP) Implementation	>Decrease the number of malnutrition rate of children enrolled at CDC: Severely underweight : 3 out 737 Underweight 37 out of 737. Nutritional status before the 10th Cycle SFP will start for implementation.	SUW = 0 out of 737 Underweight 23 out of 737 . Nutritional status after the 10th Cycle implementation SFP. enrolled at CDC data on 10th Cycle SFP. Decrease number of malnutrition rate of children enrolled CDC	Decrease number of malnutrition rate of children enrolled CDC	Decrease number of malnutrition rate of children enrolled CDC	Decrease number of malnutrition rate of children enrolled CDC	Monthly	Terminal Report and Liquidation Report	Monthly Weighing Report	MSWDO	

(Psycho-social Services, Legal Assistance, Family Support, Health, Nutrition and Education Services, Re-integration Services; After Care and Follow up Services et.al)	Case Management of Children in Need of Special Protection Cases - Street Children, Victims of Trafficking, Child Labor, OSAEC, Children in Armed Conflict, Victims of neglect, abandoned etc..	Number of cases provided reintegration and After Care	Updated Case Folder Children in Need of Special Protection Cases - Street Children, Victims of Trafficking, Child Labor, OSAEC, Children in Armed Conflict, Victims of neglect, abandoned provided reintegration and After Care.	Updated Case Folder with Intervention, Diversion and Rehabilitation Program	Updated Case Folder with Intervention, Diversion and Rehabilitation Program	Updated Case Folder with Intervention, Diversion and Rehabilitation Program	Quarterly	CNSP Report Case Management on Recovery and Rehabilitation	Case Folder Referral Form	MSWDO	
	3 year- Comprehensive Local Juvenile Intervention Plan	No Comprehensive Local Juvenile Intervention Plan	Approved Comprehensive Juvenile Intervention Plan		Comprehensive Juvenile Intervention Plan approved		Quarterly	CICL and CAR Monitoring Tools	RA 9344 , Juvenile Justice Welfare Act, as Amended by RA 10630	SB and LCE	
	Establishing Bahay Pag Asa Center for Youth	No available Pag Asa Center for Youth	Establish Pag Asa Youth Center with permanent staff			Established Pag -Asa Youth Center	Monthly		Municipal Ordinance	SB and LCE	Develop Operation Manual

Person with Disability Observance of the National and International Disability Related Activities	National Cancer Consciousness Week, Women with disability Celebration, Down Syndrome Consciousness month, World Autism Awareness Day, National Rare Disease Week, White Cane safety day, Cerebral Palsy Awareness Week	Limited Education Information Campaigned conducted for PWD	Increased number of awairness for PWD	Increase number of IEC	Increase number of IEC	Increase number of IEC	Quarterly	Terminal Report and Liquidation Report	Attendance Sheet	MSWDO	
	Establishment of Sheltered Workshop /Establishment of Community Action and Resources (Community Based Program)	No Sheltered Workshop for PWD	Establishment of Sheltered Workshop for PWD with operation manual and permanent staff			Sheltered Workshop for PWD operational	Quarterly		Operation Manual Municipal Ordinance	MSWDO SB and LCE	

	Provision of monthly assistance through Social Pension to indigent PWD	No Municipal Ordinance for Social Pension to indigent PWD	Municipal Ordinance for Social Pension to indigent PWD approved and allocated budget		Number of PWD given Social Pension	Increase number of PWD given Social Pension	Monthly	PWD Online Registration	PWD membership profile form	MSWDO	
	Hiring of PDAO Officer and Administrative Staff	No PDAO Officer and Administrative Staff	Municipal Ordinance creating PDAO Officer and Administrative Staff			Established PDAO Office with staff			Municipal Ordinance	LCE and SB	
	Tuloy Aral Walang Sagabal (TAWAG)	No Municipal Ordinance for Tuloy Aral Walang Sagabal for PWD student	Municipal Ordinance for PWD student Tuloy Aral Walang Sagabal approved	Number of PWD Beneficiaries Tuloy Aral Walang Sagabal/ educational Assistance AICS	Increased number of PWD Beneficiaries Tuloy Aral Walang Sagabal/ educational Assistance AICS	Increased number of PWD Beneficiaries Tuloy Aral Walang Sagabal/ educational Assistance AICS	Monthly	Crisis Management Monitoring System	General Intake Sheet Certificate of Eligibility	MSWDO	
	Training for Parents/Guardian on Proper Care and Early Detection and Prevention of Disability	Limited Training for parent and guardian on proper care	# of Training conducted for parent and guardian on proper care and Early Detection and Prevention of Disability	Number of Trained parent and Care giver	Number of Trained parent and Care giver	Number of Trained parent and Care giver	Quarterly		PWD profile	MSWDO	

	National Referral System for Person with Disability	Not Clear referral pathway for PWD	Referral pathway established	Referral pathway established	Referral pathway established	Referral pathway established					
Senior Citizen	Homecare Support Services	No Homecare Support Services for Senior Citizen	Establishment of Homecare Support Services for Senior Citizen with operation manual. permanent staff and Municipal Ordinance			Homecare Support Services for Senior Citizen operational	Quarterly		Operation Manual	MSWDO	Develop Operation Manual
	<b>Social Pension (Transfer to NCSC although LGU can still implement this under LGU fund covering non beneficiaries of NGA)</b>	>1905 out 3,100 beneficiaries for Social Pension Program under DSWD. > No Municipal Ordinance for non beneficiaries of NGA	>Increase number of social pension program beneficiaries under LGU Fund. > Municipal Ordinance for Social Pension Program for non beneficiaries of NGA	Increase number of Social Pension Program under LGU Fund.	>Increase number of Social Pension Program under LGU Fund. >Number of Social Pensioner for non beneficiaries of NGA	Increase number of Social Pension Program under LGU Fund. >Number of Social Pensioner for non beneficiaries of NGA	Semestral	Senior Citizen Profile	Senior Citizen Data Base	MSWDO & OSCA	

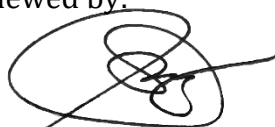
<u>Centenarian Act.</u>	Cash incentive Centenarrian (Transfer to NCSC) <b>LGU Cash Incentive for Centenarian</b>	No Municipal Ordinance for the cash incentives for the Centennarian beneficiary.	Approved Municipal Ordinance for the cash incentives of Centennaria n beneficiary.	Centennarian Cash Incentives	Centennaria n Cash Incentives	Centennaria n Cash Incentives	Quarterly	Senior Citizen Monitoring Tools	Senior Citizen Databas e, Birth Certifica te	MSWDO & OSCA	
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**PERFORMANCE MONITORING FRAMEWORK  
SAN FERNANDO, CAMARINES SUR**

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Capacity Development Needs
				FY2022	FY2023	FY2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
<b>INFRASTRUCTURE</b>											
School building & facilities for elem. & secondary levels	Construction of School Buildings	No. of School Buildings Constructed	0 units	1	1	1	Monthly/Quarterly	SWA	MEO	MEO	Attendance to training for structural analysis on retrofitting
	Repair of School Buildings	No. of School Buildings Repaired	12 units School Buildings to be repaired	2	2	2	Monthly/Quarterly	SWA	MEO	MEO	Attendance to trainings and provide services based on the updated IRR of National Building Code
Municipal roads & bridges	Concreting of Farm to Market Roads	Concreted Farm to Market Roads (6,000 m)	15,650 m concrete FMRs	2,000 m	2,000 m	2,000 m	Monthly/Quarterly	SWA	MEO	MEO	Provision of CAD Softwares, Sketch-Up, GIS Mapping System
	Rehab. Of Barangay Roads	3,000 m Rehabilitated Brgy Roads	6,780m Barangay roads to be rehabilitated	1,000 m	1,000 m	1,000 m	Monthly/Quarterly	SWA	MEO	MEO	

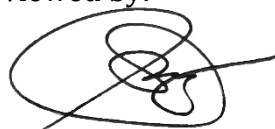
	Rehab. Of Municipal Roads	1,500 m Rehabilitated Municipal Roads	12,550m Municipal Roads to be rehabilitated	500 m	500 m	500 m	Monthly/Quarterly	SWA	MEO	MEO	
Artesian wells, spring development, rain water collection systems	Extension of Waterlines	3,000 m New Waterline/Distribution Lines	16,260 m existing Waterline/Distribution Lines	1,000 m	1,000 m	1,000 m	Monthly/Quarterly	SWA	MEO	MEO	
Seawalls, dikes, drainage & sewerage & flood control	Const. of Flood Control Structures	1,000m Constructed Flood Control Structures	890 m existing Flood Control Structures	300 m	300 m	400 m	Monthly/Quarterly	SWA	MEO	MEO	Conduct surveys, ground profiling, evaluate tributary creeks and discharge outlet

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Municipal Mayor  
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## PERFORMANCE MONITORING FRAMEWORK

### SAN FERNANDO, CAMARINES SUR

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequenc y of Monitori ng	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Respo nsible Office in the LGU	LGU Monitorin g and Evaluation Capacity Developm ent Needs
				FY2022	FY2023	FY2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
<b>ENVIRONMENTAL SERVICES</b>											
implementation of community-based forestry projects which include integrated social forestry programs and similar projects;	Reforestration of open and degraded areas and rehabilitation of critical watersheds through integrated social forestry program	No. of area of open and degraded forest as well as critical watersheds to be rehabilitated by reforestation project	no data available	5 has	5 has	5 has	Quarterly	Recording Data Through Administrative Approach	MENRO	MENRO	Geotagging of area rehabilitated, reports and documentation
management and control of communal forests with an area not exceeding fifty (50) square kilometers	Drafting and approval of Community forest management plan or communal forest sustainable operation plan	Community forest management plan or communal forest sustainable operation plan drafted and approved	1 plan	1 plan prepared	1 plan updated	1 plan updated	Quarterly	FGD	MENRO	MENRO	Reports and documentation and approved plan

	Identification of community watersheds for management and control of communal forest.	No. of community watersheds identified	0 units	2 sites	2 sites	2 sites	Quarterly	Recording Data Through Administrative Approach	MENRO	MENRO	Geotagging of watersheds, reports and documentation
establishment of tree parks, greenbelts, and similar forest development projects;	Identification of potential sites and support for the establishment of tree parks, greenbelts and similar forest development projects	No. of potential sites for tree parks, greenbelt identified	0 units	2 sites	2 sites	2 sites	Quarterly	Recording Data Through Administrative Approach	MENRO	MENRO	Geotagging of sites, reports and documentation
Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance	Extension support and assistance to beneficiaries of forest development projects and natural resources-related conservation and utilization activities.	No. of beneficiaries assisted	no data available	20 beneficiaries	20 beneficiaries	20 beneficiaries	Quarterly	Recording Data Through Administrative Approach	MENRO	MENRO	List of beneficiaries, reports and documentation
implement measures to prevent and control land, air and water pollution	Train LGU staff in pollution control Pollution prevention program	No. of staff attended pollution control seminar	0 units	1 staff	1 staff	1 staff	yearly	interview	MENRO	MENRO	Deputized pollution control officer

Implement measures to reduce greenhouse gas emissions	Identification and implementation of mitigation option or strategies to limit greenhouse gas emission	No. of green house gas emission mitigation option/strategies	0 units	2 project/activity	2 project/activity	2 project/activity	Quarterly	SWA	MENRO	MENRO	Reports and documentation and approved proposal
implement measures to prevent and control air pollution	Air pollution prevention program	No of air pollution program implemented	0 units	2 program	2 program	2 program	Quarterly	FGD	MENRO	MENRO	Reports and documentation and approved proposal
To share the responsibility of managing and improving of water quality within their territorial jurisdictions, prepare water quality management area action plan and compliance scheme, comply with the framework of the Water Quality Management Action	Prepare water quality management area action plan	Water quality management area action plan drafted and approved	1 plan	1 action plan prepared	1 action plan updated	1 action plan updated	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved plan

Monitoring of water quality	Collection of samples in monitoring station, ponds and similar water bodies in regular basis or need arises. Submission to laboratory for analysis and recommendation.	No. of sample collected and submitted to laboratory/ Number of water quality reports	no data available	12 reports	12 reports	12 reports	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation
implement measures to prevent and control water pollution	Water pollution prevention program	No of air pollution program implemented	no data available	2 program	2 program	2 program	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved proposal
Provision of sanitary Land Fill for final disposal of waste	Construction, operation and maintenance of Sanitary Land Fill Facility	No. of reports generated from construction of facility, operation and maintenance.	6 cubic meters collected per days of residual waste	lot acquired	facility constructed	facility operated and maintained	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved proposal
Provision of alternative technologies for solid waste	Procurement, operation and maintenance of Machines and equipment for processing of waste	No. of reports generated from procurement, operation and maintenance of machine and equipment for waste processing	no data available	machine /equipment procured	machine equipment operated and maintained	machine equipment operated and maintained	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved proposal

Treatment of hazardous/infection waste	Submission of hazardous waste to accredited TSD Treatment Storage and Disposal Facility	no. of reports generated for the submission of hazardous waste for treatment of accredited TSD facility	no data available	4 submitted batch for treatment	4 submitted batch for treatment	4 submitted batch for treatment	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation
Provision of recycling facility	Construction, operation and maintenance of Recycling Facility	No. of reports generated from construction of facility, operation and maintenance.	no data available	lot acquired	facility constructed	facility operated and maintained	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved proposal
Provision of Special Waste storage facility	Construction, operation and maintenance of Special Waste Facility	No. of reports generated from construction of facility, operation and maintenance.	no data available	lot acquired	facility constructed	facility operated and maintained	Quarterly	DENR-EMB enhanced monitoring system	MENRO	MENRO	Reports and documentation and approved proposal

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Municipal Mayor  
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## Description on the Performance Monitoring Framework for San Fernando

**Agricultural Services**-The Performance Monitoring Framework indicates the performance through quantitative method. This will be annual monitoring of accomplishments of the devolved functions from the transition period of year 2022 to 2024. As the devolved functions were already mandated to the LGU, the targets were presumed that LGU can already do the specific tasks to the benefits of the clientele.

Table Annex K, indicated different Projects, Programs and Activities (PPA's) with corresponding specific performance indicators, baseline, annual performance targets, the frequency of monitoring, Tool Used in Monitoring and data collection method, data sources, responsible Office in the LGU and Capacity Development.

In the Grain Development Programs (Rice and Corn), there is no seed farms/Production Area and target year to materialize is by 2023. In the production of HQS through the empowerment of rice seed growers with total production of 500 bags by 2024 and 3 training Course on Rice Seed Certification on High Quality Inbred Seeds to be conducted annually from 2022-2024. The local distribution channel composed of procurement and distribution of rice seeds of 200 bags, 1000 bags and 2000 bags by the transition period, this will be expected to procure and distributed 2000 bags by year 2024. Ten (10) rice and non-rice producers were expected to linked to the markets. Procured and distributed the 300 bags of Complete (14-14-14) fertilizers, 50 bags of corn seeds, and 1000 cuttings of cassava planting materials by 2024. Two (2) training course to be conducted on Root Crops Production.

The second component which is the High Value Crops Commercial Development Programs with the devolved functions on the support assistance to Gulayan sa Paaralan Program of DepEd Elementary and Secondary Schools. The following farm tools, inputs and equipment were procured and distributed to the beneficiary such as 25 sets of garden tools (hoe, rake, shovel, sprinkler), 100 pcs seedling trays 105 holes, 10 liters EM1, 200 kls Molasses, 2 kls Pechay, 10 cans of Eggplant (morena) @ 50 g/can, 3 kls of Pole Sitao (galante) @ 1 kl/pouch, 5 kls Okra (smooth green) @ 1 kl/pouch, 5 cans Hot pepper (magnum) @ 25 g/can, 10 cans Cucumber (MegaC) @ 50 g/can, 10 cans Squash (Suprema) @ 50 g/can, 10 rolls Plastic Mulch by year 2024. Two (2) Training Course on Training Course shall be expected to conduct.

The third component is on the Animal Health, Livestock and Poultry program, which includes the dispersal of livestock and poultry stocks; and procurement of biologics and paraphernalia as devolved functions. 500 heads of free range chicken and 50 heads of piglets; and Iron (50), Vitamins ADE (100mL) (50); Vitamins B-complex (100mL) (20); Ivermectin(100mL) (15); Dectomax(20);Combinex(20); Amoxicilli-Clamoxon(20); Syringe(3 mL)(20); Gloves(10); Alcohol(5); Needle(size 17,18,19,20,21)(5); Cotton(10); Disposable long sleeve gloves(2); Betadine(25), procured and distributed by 2024 .

The fourth component is on the Fishery and Aquatic Resource Management & Development Programs, which indicated the devolved functions on the dispersal of fingerlings and other aquaculture materials. 10,000 tilapia fingerlings, 10,000 milkfish fingerlings and 5,000 catfish fingerlings procured and distributed by 2024. 1 unit of fish port and 1 unit of wharf established constructed and established by 2024. Two (2) trainings conducted on Tilapia, Catfish and Milkfish Production.

The fifth component is on the devolved functions in Farm Modernization program. Seven hundred (700) hectare were subsidized the operation and six(6) sites of CIS were maintained; Ten(10) sites undergo Operations and Maintenance of inter-barangay irrigation, and Ten(10) sites undergo Monitoring and Evaluation of inter-barangay irrigation; Ten(10) FMR Operations and Maintenance Audit System conducted, 3 rainwater collector procured and established, 3 spring development procured and established, Converted 100 bags agricultural waste into soil-based medium, and 5 sites of SALT were established, by Year 2024. Two (2) training Course conducted on Vermicomposting, in Year 2024.

The last component has devolved functions on Research and Extension Services which includes on-site research with target of 3 Adaptability trials of newly-released inbred seed variety established; in the demonstration Technologies three (3) corn demo, two (2) Agri-Doc Training Course, two(2) Season Long Farmer's Field School were expected to established; transfer of Technologies shall be conducted through Two(2) Farmer's Field School, four(4) farmers' meeting and two(2) seminars by 2024.

**Health Services-**The performance of the Rural Health Unit of San Fernando is guided by the Data Capturing Framework a tool the measures the performance of the municipality based on different data and statics surrounding its implementation of the different health programs. Furthermore, it has already been the practice of the unit to record and document its services and the clients or patients it had served. For the Ambulance Services, the performance indicators would be the number of patients serve which can be tallied from the trip ticket. For the Temporary Treatment and Monitoring Facility the performance indicator would be from the number of patients quarantined taken from the reported active cases. For the expansion of Laboratory service and hiring of Rad Tech, the performance indicator would be the number of patients x-rayed. For the hiring of Diseases Surveillance Officer, the performance indicator would be the number of patients swabbed taken from the contact line list. For the hiring of HRH, the performance indicator is the service delivery indicators which is divided into different parts all of which can be gathered from the target client lists which each barangay has. For the Animal Bite Treatment Center, the performance indicator is the number of patients served. For the Stand-Alone Family Health Clinic, the performance indicator is the number of patients that availed commodities for family planning. And lastly for HIV/AIDS and STI Prevention and Control Program, the performance indicator is the number of patients screened.

The **MSWDO-** has a policies/guidelines on the implementation of MSWDO's programs and services, through manuals, citizen's charter and available and accessible for use of staff and their clients in the form of manual, has a written policy on volunteer management; mobilizes volunteers and has updated list and profile of volunteers in the database.

Social Case Study Report was prepared within seven (7) days, the report include the revised case study is present in case folder of each client with indication of new significant information and that progress occurred in the helping process. Intervention plan carried out with progress notes and updated intervention plan. Case conference conducted as scheduled based on the intervention plan with proper recommendation of the case.

With inventory/directory of Service providers for different clientele group with updated case folders readily available for referrals if necessary and MOU with service providers whom client can be referred.

LSWDO maintains data base management system secured for privacy and confidentiality and is accessible to all service providers of the office. One (1) RSW manages 19 and below individual cases at a time (e.g. persons in crisis, abused children/women; PWDs; Senior Citizens and other similar cases that requires intensive casework). LSWDO provides technical assistance, resource augmentation to CSOs with mechanisms of feed backing and assessment of TARA provision (Client satisfaction survey)



