

Regional Administrative Order
No. **0002**
Series of 2025

REGIONAL THRUSTS AND PRIORITIES CY 2025

I. RATIONALE AND CONTEXT

The Field Office IX Thrusts and Priorities are a result of the urgency to implement the foundational reform activities cascaded from the initial implementation of the Administrative Order No. 2 Series of 2024 Adopting and Implementing the DSWD Strategic Plan 2024 – 2028. The latter began with the Strategic Commitments Implementation Plan during the 4th Quarter of 2024. It included four (4) programs in the FO contributing to the 12 Projects launched by the Department in the same year: Pantawid, TAORRS, Peace and Development, and Disaster Response Management.

FO is currently poised to further its commitments in 2025 with the addition of more programs and services contributing to the 12 Projects of the Department: Standards, CRCF, Community-Based or Sector Programs, and Policy and Plans. This is to ensure that after the foundational activities are started, reforms in the DSWD Strategic Plan 2028 should be implemented in 2025 onwards.

Field Offices are encouraged to implement the foundational reform activities in 2024, subsequently main activities on reforms aligned in each of the DSWD Strategy 2028 shall be implemented in 2025 onwards.

II. OBJECTIVE

This document's primary objective is to come up with the regionalized Thrusts and Priorities for 2025. It specifically aims to:

- Provide for the policy on the continuity of the foundational reform activities of the DSWD 2028 Strategy and implementing reforms on the 12 Project Deliverables in 2025 onwards in the Field Office.
- Adopt a regionalized Thrusts and Priorities 2025 based on the recommendations of PDPB on the execution of the DSWD Strategic Plan 2028.
- Adopt a regionalized Thrusts and Priorities 2025 for the preparation and incorporation of strategic contributions, work and financial plans, office performance contracts, operational plans and localized guidelines for program implementation

III. LEGAL BASIS

Administrative Order no. 1 Series of 2018 Functional Structure of DSWD Field Offices - provides for the organizational structure of the Field Office which dictates the pathways for communication, coordination and collaboration.

Administrative Order No. 2 Series of 2024 Adopting and Implementing the DSWD Strategic Plan 2024 - 2028 - provides for the guidance of the Field Office as it operates all its activities on executing the mandate of the Department and its Strategic Plan 2024 - 2028 at the regional level.



Administrative Order No. 18 Series of 2023 Enhanced DSWD Strategic Performance Management System as the cascading tool

IV. THRUSTS AND PRIORITIES OF FIELD OFFICE IX

This section provides the lists of deliverables aligned with the DSWD Strategic Plan 2024-2028 Strategic Contribution Project Profiles or simply the 12 Projects. The deliverables herein are clustered thematically by the following:

- A. Social Impact and Stakeholder Empowerment Perspective (Steering)
- B. Social Impact Perspective (Rowing)
- C. Process Excellence
- D. Effective Disaster Management
- E. Support to Operations

A. Social Impact and Stakeholder Empowerment Perspective (Steering)

Pursuant to the Mandanas-Garcia Supreme Court ruling granting Local Government Units (LGUs) a larger Internal Revenue Allotment (IRA) and necessitating National Government Agencies (NGAs) to devolve functions and programs due to the corresponding decrease in fiscal resources available, the DSWD has fully embraced its steering function. As a key objective, the Department is committed to increasing the capacities of the LGUs and the Social Welfare Development Agencies (SWDAs) in the delivery of social welfare and development services. By upholding the standard of social welfare and development services, the Department ensures that clients and beneficiaries continue to receive the highest quality of service. (Narratives Strategic Plan, 2023-2028)

ANGAT LAKAS LOKAL

Thrusts and Priorities	Responsible ODSU
TA Needs Assessment Report and TA Plans for the LGUs: Field Office IX shall ensure achievement of TA support to 54 LSWDOs	Protective Services Division Capability Building Section
Field Office IX to ensure implementation of the (updated) Technical Assistance Plan to target Local Social Welfare Development Offices in 2025	Protective Services Division Capability Building Section
Implement menu of Interventions for LGUs thru TAAORSS and DSWD Academy: Field Office IX to ensure achievement of 100% target Local Chief Executives (LCEs) attending DSWD Academy Executive Courses (e.g. Executive Course on Social Welfare and Social Protection for LCEs; Executive Course	Protective Services Division Capability Building Section



for LCEs on Child Protection/ Child Pathfinder)	
Implement menu of Interventions for LGUs thru TAAORSS and DSWD Academy: 1 Knowledge Sharing Session on the experience of LGUs with improved level of functionality, conducted with the targeted LGUs	Protective Services Division Capability Building Section
Implementing Guidelines, Incentive Package, Promotional Materials, Engagement Strategy(FO implementation): Identified LGUs included in the PaNaTa ko sa Bayan grant for incentives	Protective Services Division Capability Building Section

HELPS: KAPAG LISENSYADO, BENIPESYARYO PROTEKTADO

Thrusts and Priorities	Responsible ODSU
Conduct of rigorous monitoring and tracking of Service Providers for Registration and Licensing: <ul style="list-style-type: none"> Contribute to the timely processing in compliance to Ease of Doing Business Conduct of Technical Support to Service Providers (SWDAs, SWAs, PMCs, among others) including operationalization of HELPS 	Policy and Plans Division Standards Section
Facilitate the process of selection of nominees for the outstanding SWDAs in the region through the annual Search of Outstanding SWDAs	Policy and Plans Division Standards Section

B. Social Impact Perspective (Rowing)

4Ps TUNGO SA MAUNLAD NA PAMILYANG PILIPINO

Thrusts and Priorities	Responsible ODSU
Case management of 4Ps households based on SWDI results for intervention planning and referrals to other complementary support services through other DSWD programs and services:	Pantawid Division



<ul style="list-style-type: none"> • Self-sufficient 4Ps households • Subsistent 4Ps households provided with economic interventions through SLP and ESSI • Subsistent 4Ps households referred for livelihood/ employment support from LGUs, government agencies, private sectors 	
<p>Implement the Exit / Graduation Strategy for self-sufficient (level 3) 4Ps household beneficiaries</p> <ul style="list-style-type: none"> • For 100% target 4Ps beneficiaries • Showcased Exit/Graduated households through Social Media platforms • Strengthen localized public awareness campaigns on the 4Ps program through Traditional and Digital Media Service 	Pantawid Division

BUONG BANSA MAPAYAPA

Thrusts and Priorities	Responsible ODSU
<p>Full implementation of DSWD MC No. 21, s. 2023 other known as the BBM Program</p> <ul style="list-style-type: none"> • 100% of PDBBM Staff deployment • 100% target Former Rebels or Former Violent Extremists served • FO implementation of the approved Standard Operating Procedure (SOP) on Case Management • 100% target conflict-vulnerable areas (CVAs) provided with PAMANA (DSWD/LGU-Led Livelihood) • 100% of the 2024 target conflict-vulnerable areas (CVAs) provided with PAMANA (Peace and Development Fund) completed within 2025 	<p>Office of the Assistant Regional Director for Operations PDBBM</p>

OR

SULONG SEKTOR

Thrusts and Priorities	Responsible ODSU
<p>Drafting of the 2026 Sector Plans for the Department</p> <ul style="list-style-type: none"> Implementation of the disaggregation of data per sector in the regional accomplishment reports. Provision of TA Support to LGUs/LSWDOs on the SWD Laws Monitoring specifically on the different sectors. Technical support to programs on the drafting of the 2026 Sector Plan 	<p>Policy and Plans Division All Programs</p>

C. Process Excellence

In the pursuit of enhancing the welfare of the poor, vulnerable, and marginalized sector, the DSWD shall embark on a transformative journey, guided by the Strategic Plan 2023-2028. The DSWD sought to revamp its systems and processes through digital transformation. By harnessing the power of technology, the Department aimed to rationalize, modernize, and integrate social protection systems to better serve its clients. (Narratives Strategic Plan, 2023-2028).

PANGANGAILANGANG DAGLI, TUGON MADALI

Thrusts and Priorities	Responsible ODSU
<p>100% target CRCF Sustained compliance to all the requirements set by the NIC and Standards Bureau</p> <ul style="list-style-type: none"> Complied all the standards set for Level III requirements Complied NIC and SB findings following the set turnaround time for compliance. Updating of Standard Operating Procedures and Manual of Operations of all CRCF 	<p>Protective Services Division CRCF</p>

DIGITAL NA PROSESO, MABILIS AT EPEKTIBONG SERBISYO

Thrusts and Priorities	Responsible ODSU
<p>Sustain gains in the implementation of Quality Management System and compliance to RA 11032 (EODB)</p>	<p>Office of the Field Director Office of the Assistant Regional Director for Operations</p>



<ul style="list-style-type: none"> • FO Internal surveillance audit conducted by the IQA Team IX • Compliance to submission of Concept Notes for SSRDA (Digitalization of Processes) • Compliance to submission of inputs for policy review on updating of Standard Operating Procedures • Updating of Program/Service Manual of Operations • 90% or above target compliance to RCS internal and external audit 	Office of the Assistant Regional Director for Administration Policy and Plans Division
Increase number of applicants processed for Digital Signatures	Policy and Plans Division - RICTMS

D. Effective Disaster Management

SA PANAON NG SAKUNA, BUONG BANSANG HANDA

Thrusts and Priorities	Responsible ODSU
Functional: maintaining the standards preposition requirements of family food packs and non-food items, and relief supplies at a given period <ul style="list-style-type: none"> • Conduct of Internal Audit to Warehouse Operations (3-year operations from 2022 – 2024) • Standardization of Warehouse Business Process and subsequently Streamlined, Reengineered, Digitalized and Automated in compliance to RA 11032. • Comprehensive monitoring and reporting of prepositioned goods in place. • Maintenance of Mobile Vehicles used for DRM activities. 	Disaster Response Management Division Office of the Field Director Administrative Division
Functional Quick Response Team (QRT) <ul style="list-style-type: none"> • 100 additional trained QRT members with an intermediate level of competency in response management and humanitarian supply chain management 	Disaster Response Management Division

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- Trained QRT members with 100% passing in the evaluation (post evaluation activity after the conduct of trainings)
- Old QRT members needing re-training with 100% passing in the evaluation
- QRT members are ready for deployment during call of duty.

E. SUPPORT TO OPERATIONS

Offices providing administrative and related services shall provide support to all activities in the Operations Cluster of the FO. They include the Administrative Division, Policy and Plans Division, Financial Management Division and HRMDD. The following are the thrusts and priorities of the FO for Support to Operations:

Thrusts and Priorities	Responsible ODSU
100% Compliance to regular reporting and updating on COA Findings	Regional COA Focal (MAA and FMD) Programs with AOMs
100% Budget Utilization of FO Budget 2025	All Programs and Services
100% Compliance to all Office Accountabilities requirements (BAC/Procurement related compliances, 8888, CSMS, and other TF AO 25 related requirements)	All Programs and Services
Conduct of the Regional Work and Financial Plan	Policy and Plans Division Financial Management Division
Draft policy on Terms of Reference of the Regional Management Committee	Policy and Plans Division
Draft policy on Regional Policy Issuances	Policy and Plans Division
Draft policy on Terms of Reference of the Regional Management Development Conference	Policy and Plans Division
Reconstitution of Regional Committees	Human Resource Management and Development Division
Drafting of the Non-Negotiable Indicators (NNI) and its implementation 2025	Policy and Plans Division
Conduct activities/ adopt initiatives to increase compliance to HR PRIME Level III indicators	Human Resource Management and Development Division
Updating of the Field Office Stakeholders Registry	Policy and Plans Division
Conduct of the Regional Integrated Performance Review and Workshop	Policy and Plans Division
Draft internal policy on Program Payout procedures	Policy and Plans Division
Draft internal policy on the receiving and processing of arrival of PCDP clients	Policy and Plans Division KM team



Re-institutionalize internal policy on No Smoking	Policy and Plans Division Human Resource Management and Development Division
Adoption of the Mental Health policy in the Field Office	Policy and Plans Division Human Resource Management and Development Division
Internal audit on the AO 18 S. 2023 EDSPMS process and compliance	Policy and Plans Division Human Resource Management and Development Division

F. REGULAR PROGRAMS IN THE FIELD OFFICE

Regular programs implemented in the Field Office shall ensure achievement of CY 2025 commitments and contributions to the Mandate of the Department. They include the following:

1. Pantawid Pamilyang Pilipino Program
2. Sustainable Livelihood Program
3. Supplementary Feeding Program
4. Social Pension for Indigent Senior Citizens
5. Center and Residential Care Facilities
6. Bangsamoro Umpungan sa Nutrisyon (BangUn) Project
7. Protective Services for Individuals and Families in Difficult Circumstances
8. Recovery and Reintegration Program for Trafficked Persons
9. Disaster Response and Management Program
10. Standards- setting and Monitoring Services
11. Provision of Technical Advisory Assistance and Other Related Support Services (TAAORSS)
12. Minors Traveling Abroad
13. Enhanced Partnership Against Hunger and Poverty Program
14. Pag-Abot Program
15. Tara Basa Tutorial Program
16. Food Stamp
17. Services for Displaced Persons
18. PAyapa at MASaganang PAmayanan (PAMANA) Program LGU-Led

Gender and Development Program shall continuously be implemented in the Field Office with activities aligned in the 2020-2025 DSWD GAD Agenda. This is to ensure gender mainstreaming as a commitment of the office in the observance of RA 9710, also known as the Magna Carta for Women.

All responsible ODSUs shall execute the directive of the Office of the Secretary on the provision of all the necessary support and assistance in the transition of the Sulu Province programs such as Pantawid, Sustainable Livelihood, Social Pension and Supplementary Feeding program into the Field Office IX.

Promotive Services Division, with the support of other ODSUs, shall mobilize available resources and support to the FO in the launching of the Panahon ng Pagkilos: Philippine Community Resilience Project

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All responsible offices shall provide regular feedback on the above commitments for CY 2025 for monitoring purposes and shall include accomplishments in their quarterly submissions.

EFFECTIVITY

This document shall take effect immediately upon approval of the Regional Director for reference and guidance of all concerned.

All previous issuances or other related policies contrary to or inconsistent with this Regional Administrative Order are hereby repealed accordingly.


RIDUAN P. NALDIGUDDIN, CESO III
Regional Director

Date (signed): 05.13.25