



Republic of the Philippines
Department of Social Welfare and Development

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DEPT. OF SOCIAL WELFARE & DEV'T.
IBP ROAD, CONSTITUTION HILLS, Q.C.

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LEGAL SERVICE

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ADMINISTRATIVE ORDER

No. 07
Series of 2013

SUBJECT: AMENDED GUIDELINES IN THE OPERATIONAL PROCEDURE IN LINE WITH ADMINISTRATIVE ORDER (AO) 15 ON THE IMPLEMENTATION OF THE SOCIAL PENSION FOR INDIGENT SENIOR CITIZENS

RATIONALE

On the two-year implementation of the program, it has encountered several issues and gaps such as the release of stipend to the beneficiaries through cash pay-out which pose risk both to the personnel and beneficiaries, thus, it was seen as a need to try other modes of payment that would address such concern.

In view of this, Administrative Order No. 3 series of 2011; Operational Procedure in line with Administrative Order 15 on the Implementation of the Social Pension for Indigent Senior Citizens, is hereby amended to read as follows:

III. Implementing Procedure, letter (c) Social Pension (Stipend) Payment, number (2) to read as:

2. The Social Pension Management Office (SPMO) shall deliver the social pension to qualified beneficiaries, thru the following:
 - 2.1. Direct Payment to the Beneficiaries through cash advance by a designated Special Disbursing Officer (SDO) as an interim solution – the Field Office will prepare the payroll and facilitate the payment direct to the social pensioners in coordination with the OSCA/C/MSWDO and LGU;
 - 2.2. LandBank ATM / cash card – the Field Office prepares the payroll for onward submission to the Land Bank of the Philippines;
 - 2.3. Fund Transfer to LGUs – *the Field Office shall facilitate fund transfer to the Local Government Units (LGUs) with good track record on fund utilization and liquidation through signing of Memorandum of Agreement (MOA) and for the LGU to submit liquidation report in accordance with COA Circular No. 94-013 dated December 13, 1994;*
 - 2.4. Door-to-Door Delivery scheme – *the DSWD or through Landbank of the Philippines (LBP) and other government servicing banks shall enter into a Memorandum of Agreement with service provider in which the stipend shall be delivered to the residence of the beneficiary.*

The SPMO shall adopt the most cost-effective and efficient mode of payment as may be identified.

This order takes effect immediately upon approval.

Issued in Quezon City this 11th day of December 2013.

Certified Copy:

MYRNA H. REYES
Officer In-Charge

CORAZON JULIANO-SOLIMAN
Secretary