



Republic of the Philippines  
Department of Social Welfare and Development  
Batasan Pambansa Complex, Constitution Hills  
Quezon City  
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**MEMORANDUM CIRCULAR**

No. 15  
Series of 2006

**TO : All DSWD Undersecretaries/Cluster Heads, Assistant Secretaries/  
Coach Monitors, Bureau Directors, Regional Directors, Service  
Directors, All Concerned Officials and Employees**

**SUBJECT : Amendment to Memorandum Circular No. 24, Series of 2005  
Entitled, Revised Guidelines on the Management and Utilization  
Of Priority Development Assistance Fund (PDAF) As Amended**

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To reconcile the definition of the term "accreditation" as used in COA Circular No. 96-003 against DSWD standards on the recognition of Non-Government Organizations/People's Organizations (NGOs/POs) as social welfare and development entities of good standing, Section 4.1 of Memorandum Circular No. 24, series of 2005, is hereby further amended to read as follows:

- 4.1 In deference to DSWD mandate on the regulation of NGOs/POs and in pursuit of strengthening the accountability system covering government funds, **only registered NGOs shall be eligible for any PDAF transfer from DSWD.** For this purpose, the DLLO shall determine the eligibility of the identified NGOs/POs/LGUs through an endorsement from the Standards Bureau or the Field Office concerned prior to the processing of the request of fund transfer by the solons.

Likewise, Section 4.10 is hereby amended to read as follows:

- 4.10 In pursuit of good governance, procurement of goods and services by the NGO/PO concerned amounting to more than P250,000 shall be done by the DSWD Central Office or Field Office as the case may be. **Under this case, the amount of funds that will be used for said procurement shall no longer be released to the NGO concerned.** To implement its procurement activity, the NGO/PO concerned shall submit a request to the DSWD Central Office or Field Office for the

purpose. All procurement activities, if any, shall be disclosed through an enclosure of a Procurement Plan in the project proposal submitted for approval to DSWD.

Procurement of goods and services amounting to P250,000 and below shall be done by the NGO/PO concerned applying the procurement procedures laid down in Republic Act No. 9184 and its Implementing Rules and Regulations Part A (IRR-A), otherwise known as the Government Procurement Reform Act (GPRA).

Issued at Quezon City, this 17<sup>th</sup> day of November, 2006.

  
DR. ESPERANZA I. CABRAL  
Secretary

 