Hon. Cielo Krisel Lagman-Luistro
City Mayor

EXECUTIVE ORDER NO. 038 SERIES OF 2022

AN EXECUTIVE ORDER CREATING THE FAMILY AND YOUTH DEVELOPMENT SESSION (FYDS) TEAM

Family Dev. Se Te

WHEREAS, as mandated in the 1987 Philippine Constitution and other laws, the State recognizes the sanctity of family life; protects its members from all forms of abuse, neglect, cruelty, discrimination, and other conditions prejudicial to their development; and strengthens its solidarity to ensure total development;

WHEREAS, the Republic Act (RA) 11310 or the Pantawid Pamilyang Pilipino Program (4Ps) Act is the national poverty reduction strategy and a human capital investment program that provides conditional cash transfer to poor households for a maximum period of seven (7) years, to improve the health, nutrition, and education aspect of their lives;

WHEREAS, With the passage of the 4Ps Act, the Family Development Session (FDS) as a transformative learning intervention program that aims to positively impact the health, nutrition, and education of children and youth of underprivileged households was redesigned based on the provisions of RA 11310 to further boost its primary objective of empowering beneficiaries to become more functional and proactive members of the community;

WHEREAS, The Youth Development Session (YDS) is complementary learning to the FDS. It provides additional learning intervention to adolescent children of 4Ps households by ensuring that they are capacitated to perform supportive functions in the achievement of the overall well-being of the family;

WHEREAS, the Memorandum Circular No. 22, Series of 2018 or the Enhanced Guidelines on the Implementation of the Family Development Session of 4Ps serves as the main reference/guide on the standard implementation of the FDS to the parent groups to strengthen the capacities of partner beneficiaries in fulfillment of their familial roles and involvement in community development;

WHEREAS, The FDS and YDS Team is an inter-agency body in the city or municipality and may be part of the City or Municipal Advisory Council that is responsible for the FDS implementation of the Pantawid Pamilyang Pilipino Program (4Ps) specifically in ensuring that proper needs assessment, planning, conduct, and monitoring and evaluation are undertaken. The team may be composed of all stakeholders in the locality who can be tapped to strengthen and support the implementation of the FDS such as the city or municipal action team members, civil society organization partners, local government unit personnel, local advisory committee members, national government agency partners, and parent leaders who are trained and capacitated to facilitate the sessions and serve as resource persons or subject matter experts during FDS;

NOW, THEREFORE, I, CIELO KRISEL LAGMAN-LUISTRO, City Mayor of Tabaco City, by virtue of the powers vested in me by laws, rules, and regulations and decrees duly promulgated by competent authority do hereby creates the Family and Youth Development Session (FYDS) Team and order the following:

SECTION 1. COMPOSITION OF FDS AND YDS TEAM. Together with the Department of Social Welfare and Development (DSWD), City Operations Office Staff as the lead convenor, the Family and Youth Development Session (FYDS) Team shall be composed of **at least one (1) representative/regular member** from the following:p

OFFICE	NAME OF REGULAR MEMBER	NAME OF PERMANENT ALTERNATE
A. National Government Agencies (NGAs)		
Department of Education (DepEd)	Socorro V. Dela Rosa, SDS – Tabaco SDO	Amelito B. Romabon, DepEd SDO-Tabaco Rep
Department of Health (DOH)	Tricia B. Baroso, RESU	Norianne Brizuela, Public Health Associate
Department of Agrarian Reform (DAR)	Engr. Jorge Rabe, Jr., DARMO	Hilario G. Manzanades, DARMO Representative
B. Local Advisory Committee Members		
City Nutrition Advisory Council (CNAO)	Efleda B. Boboyo, City Nutritionist	Erma Dacuya, COS
City Social Welfare and Development Office (CSWDO)	Ma. Salome B. Villanueva, CSWDO	Cristina Bonagua, SWO IV
City Disaster Risk Reduction and Management Council (CDRRMO)	Hugo G. Buen, CDRRMO	Gelacio Molato, LDRRMO
Population Development Office	Hazel R. Cardano, POPCOM Officer	N/A
City Health Office (CHO)	Dr. Audwin T. Azada, City Health Officer	Dr. Liezl C. Duncan, City Health Physician
Local Youth Development Office (LYDO)	Arch. Charlene Lim, LYDO Designate	Rogelio Rodila, Jr., SK Fed Office Staff
Public Employment Service Officer (PESO)	Zosimo B. Buenconsejo, PESO Manager	Lea B. Camoral, PESO Staff

C. Local Government Personnel/Members		
Sangguniang Kabataan (SK) Federation President Office	Hon. Allan Earvin S. Burce, SK Federation President	Jonathan Bragais, SK Federation Vice-President
Philippine National Police (PNP)	PMAj. Millard C. Bongalon, VAWC Officer	PMSG. Darlene P. Burce, Women's Desk PMCO
Liga Ng Mga Barangay Representative	Hon. Eddie S. Perol, LnB President	N/A
Local Government Unit (LGU) Link	Ana Lyn F. Alemania, FYDS Team Leader	N/A
Indigenous Peoples Mandatory Representative (IPMR) or IP Leader	IPMR Maria Floremel V. Borbor, Agta Tabagnon Tribe	N/A
D. Civil Society, People's Organizations, Private Institutions, SUCs		
St. John Development Cooperative	Corazon C. Diaz, Chairperson	N/A
Children International – Bicol	Joey P. Echaluce, OIC - Director	N/A
Kalipunan ng Ligang Pilipina (KALIPIA)	Eva B. Leaño, President	N/A
E. Special Member		
Pantawid Parent Leaders Representative	Myra B. Braga, Parent Leader, Brgy. San Lorenzo	N/A
F. DSWD City Action Team		
Department of Social Welfare and Development (DSWD)	Jose A. Barrameda, CAT Leader	N/A

SECTION 2: DUTIES AND FUNCTIONS OF FDS AND YDS TEAM MEMBERS. The following are the duties and functions of designated representatives and alternates of each office on the planning, implementation, and monitoring of FDS and YDS:

1. Ensure FYDS Team functionality through regular attendance to meetings set by the members and activities to be spearheaded by the DSWD Staff.
2. Participate in planning the conduct of FDS and YDS in the total covered households and areas in coordination with the DSWD Staff.
3. Coordinate with the DSWD staff and local leaders in the implementation of FDS and YDS using the various modalities
4. Facilitate the conduct of Family and Youth Development Sessions and serve as a resource person on the topic of expertise.

5. Stakeholders' support in the FDS and YDS implementation through the provision of logistics such as supplies, venue, audio-visual equipment, IEC materials, and support staff, if any.
6. Propose and or implement capacity-building activities, learning development interventions, and roll-out training of modules or supplemental material for FDS/YDS.
7. Referral of grievances and special cases that have surfaced during the conduct of FDS to the assigned City/Municipal Link/ Community Facilitator or the Social Welfare Officer III, and MSWDO for appropriate interventions.
8. Provide and discuss the offered programs and services by their respective agencies during FDS to help the beneficiaries in increasing their level of well-being as but not limited to service provision, livelihood and employment opportunities, distribution of IEC materials, etc.
9. Initiate the conduct of monitoring visits, spot checks, and assessments to evaluate the impact of FDS and YDS on the partner beneficiaries.
10. Adherence to the FDS principles, policy, guidelines, and procedures as stipulated in the Memorandum Circular 22, Series of 2018: Enhanced FDS Guidelines.

SECTION 3. EFFECTIVITY. This Executive Order shall take effect immediately.

ISSUED this 8th day of November at Tabaco City, Albay.

CIELO KRISEL LAGMAN-LUISTRO
City Mayor