March 7, 2016

Division Memorandum
No 125 series 2016

TO :  District Supervisors
      Secondary School Principals
      OICs Secondary Annexes

RE :  Completion of the Compliance Verification Forms of the Pantawid
      Pamilya Program(4Ps) Beneficiaries

1. This has reference to the Regional Memorandum dated February 29, 2016, relative to the
   conduct of the 1st cycle of the compliance verification of the 4Ps beneficiaries in sets 1-8
   areas on the conditionality of the program.

2. In connection thereto, all School Heads/ Principals are advised to coordinate with the
   DSWD City Links (Social Workers), and the Social Welfare Assistants (SWA) in
   facilitating the completion of the Compliance Verification (CV) Forms as the basis for the
   immediate release of the cash grants covering payroll period February to March 2016.

3. Attached is a copy of the Completion Verification Timeline, for your reference.

DEE D. SILVA, DPA, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
MEMORANDUM

TO: Schools Division Superintendents

FROM: ATTY. ALBERTO T. ESCOBARTE, CESO IV
Director IV

SUBJECT: Completion of the Compliance Verification Forms of the Pantawid Pamilya Program Beneficiaries

DATE: February 29, 2016

The Department of Social Welfare and Development Field Office XI, through this Office wishes to inform all Schools Division Offices of the conduct of the 1st Cycle of the Compliance Verification of the 4Ps Beneficiaries in sets 1-8 areas on the conditionalities of the program.

It is requested that all School Heads/Principals, in coordination with the DSWD City/Municipal Links (Social Workers), and the Social Welfare Assistants (SWA) shall assist/facilitate the completion of the Compliance Verification Forms. The accomplished forms shall be the basis for the immediate release of the cash grants for the beneficiaries covering payroll period February to March 2016.

Attached please find a copy of the CVS timeline.

Immediate and wide dissemination of this Memorandum is desired.

Incls.: As stated.

roc/4ps2016/nelly
February 22, 2016

ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director
Department of Education F.O. XI

Dear Dir. Escobarte;

Warm Greetings!

Thank you for your continued support in the implementation of the Pantawid Pamilyang Pilipino Program in Region XI.

Please be informed that we are on the 1st cycle for this year in verifying the compliance of our beneficiaries in sets 1 – 8 areas on the conditionalities of the program. With this, we are requesting your School Heads/School Principals in coordination with our city links (Social Workers) and the Social Welfare Assistants (SWAs) to facilitate the completion of the Compliance Verification (CV) Forms as a requirement or basis for release of the cash grant/subsidy of our beneficiaries covering the period February – March 2016.

Your usual cooperation to this project is invoked for the best interest and welfare of our children beneficiaries.

A copy of CVS timeline is hereby enclosed for your information and guidance.

Thank you very much.

Sincerely yours,

MERCEDETA P. JABAGAT
Regional Director
### 1st Period Compliance Verification Timeline

**Set 1-8 Areas**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Real Time Working Days</th>
<th>Reporting Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printing of CV Forms per Municipality - CVS Focal</td>
<td>1 day</td>
<td>March 1, 2016</td>
</tr>
<tr>
<td>Distribution of Forms from Cluster to C/MLs and SWAs</td>
<td>1 day</td>
<td>March 3, 2016</td>
</tr>
<tr>
<td>Distribution of Forms from SWA to Schools and Health Centers</td>
<td>1 day</td>
<td>March 3, 2016</td>
</tr>
<tr>
<td>Accomplishment of CVS Forms (Users, C/ML)</td>
<td>20 days</td>
<td>March 4 – 31, 2016</td>
</tr>
<tr>
<td>Collection of Forms from School and Health Centers to C/MLs</td>
<td>6</td>
<td>April 1 &amp; 5, 2016</td>
</tr>
<tr>
<td>Submission of Forms from C/MLs to Cluster</td>
<td>2 days</td>
<td>April 1 &amp; 5, 2016</td>
</tr>
<tr>
<td>Encoding of CV Forms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CVS Regional &amp; Cluster Focal Person Verification and Recommendation to Regional Director (RPMO Focal Person)</td>
<td>9 days</td>
<td>April 6 - 14, 2016</td>
</tr>
<tr>
<td>CVS Regional Director Recommendation to NPMO CVS Focal Person (Regional Director)</td>
<td>1 day</td>
<td>April 15, 2016</td>
</tr>
</tbody>
</table>

Prepared by:

**RONALD IUDRES, ONG-ABRANTES**

Cluster CVS focal – Davao City