



ZGLAW

ZAMBRANO GRUBA CAGANDA & ADVINGULA

CLIENT ADVISORY

Social Amelioration Programs of IATF Memorandum Circular 1-2020

WPG

/ a regional law network

Overview

The **Emergency Subsidy Program (“ESP”)** is a social amelioration program to provide cash or non-cash subsidy to eighteen (18) million household beneficiaries in the amount of at least PhP 5,000.00 to a maximum of PhP 8,000.00 per month for two (2) months, for basic food, medicine, and toiletries.

In accordance with Republic Act No. 11469, the ESP shall be implemented for two (2) months covering the months of April and May, 2020. The Emergency Subsidy shall be distributed through any of the programs enumerated below so long as the total amount from various social amelioration programs does not exceed the prescribed thresholds.

The following table gives the subsidy amount for each household in the region of residence, computed as a proportion to the respective regional minimum wage rates:

Region	Daily Minimum Wage in Pesos	Subsidy amount in pesos per month (per household)
NCR	537	8,000
CAR	350	5,500
1	340	5,500
2	370	6,500
3	420	6,500
4A	400	5,000
4B	320	5,000
5	310	6,000
6	395	6,000
7	404	5,000
8	315	5,000
9	316	6,000
10	365	6,000
11	396	6,000
12	326	5,000
CARAGA	320	5,000
ARMM	325	5,000

Definition

Q: Who are the target beneficiaries?

A: The families which are at risk of not earning a living during the Enhanced Community Quarantine, who may have at least one (1) member belonging to any of the following vulnerable or disadvantaged sectors:

1. Senior Citizens
2. Persons with Disability
3. Pregnant and Lactating Women
4. Solo Parents
5. Overseas Filipinos (OFs) in Distress
6. Indigent Indigenous Peoples
7. Underprivileged Sector and Homeless Citizens
8. Informal Economy Workers

Q: Who are the informal economy workers?

A: Those who are independent, self-employed, small-scale producers and distributors of goods and services like the following:

- a) Directly Hired or Occasional Workers - Persons who are contracted to do work on an irregular basis, hired by the direct recipient of the service and whose salary is completely dependent upon the completion of the particular work for which he or she was hired (*e.g. laundry maid*);
- b) Subcontracted Workers - Any person who is an employee of a subcontractor;
- c) Homeworkers - Any person who performs in or about his home any processing of goods or materials, in whole or in part, which have been furnished directly or indirectly by an employer and thereafter to be returned to the latter (*e.g. family enterprise such as those involved in crafts making, native delicacy production, home-based food processing*);
- d) Househelpers - Persons defined as “*kasambahay*” under Section 4 (d) of R.A. 10361 or the Domestic Workers Act who are currently not receiving any remuneration from their family of work, or who cannot report to work due to the community quarantine (*e.g. kasambahay or family driver*);
- e) Drivers of Pedicab, Tricycle, PUJs, UVs, PUBs, Taxi, Transport Network Vehicle Service (TNVS) and Transport Network Companies (TNC) - Persons driving a pedicab, tricycle, jeepney, van, taxi, TNVS, TNC, owned by another person and only subject to a

boundary system; provided that those who own the vehicle they drive are still eligible if their Income is solely dependent thereon (*e.g. Angkas and Joyride drivers*);

- f) Micro-entrepreneurs and Producers, Operators of Sari-sari Stores, and the like - Persons operating independent, small-scale enterprises and distributors of goods and services the scope of business or service any business activity or enterprise engaged in industry, agri-business and/or services that has: (1) an asset size (less land) of less than P100,000;
- g) Family Enterprise Owners - Families operating or managing small businesses such as retail, food production, and vending; (not limited to owners of *carinderia, fruit or vegetable vendors and vendors in streets, RTW, etc.*);
- h) Sub Minimum Wage Earners - Any person who earns a wage below the prescribed minimum and is the sole income-earner of their family (*e.g. dishwashers or helpers in carinderia*);
- i) Farmers, Fisherfolks, and Farm workers - persons engaged in agriculture and fisheries related activities, farm services and secondary processing whose monthly family income falls under the poverty line;
- j) Employees affected by “no work, no pay” policy and not covered by DOLE Order No. 209, Series of 2020 or any DOLE issuance/s on adjustment measures program; and
- k) Stranded workers – for the purpose of these guidelines, refer to individuals affected by work suspension or closure who are in sites or places other than their permanent residence and unable to return home on account of the community quarantine (*e.g. construction workers stranded in their respective construction site/s*).

Q: Who are the affected workers?

A: Workers in private establishments whose employment face or suffer interruption due to the COVID-19 pandemic, such as:

- 1) Retained workers who do not receive regular wage – Workers whose working hours and, therefore, regular wage is reduced due to the implementation of Flexible Work Arrangements, as defined under DOLE Labor Advisory No. 09, Series of 2020, (i.e. reduction of work hours/work days, rotation of workers, forced leave) as mitigating measures enforced by the employer.
- 2) Suspended workers - Workers whose employment is temporarily suspended by reason of the suspension of operations of the employer's business establishment.

Q: Who are the Formal Sector Workers?

A: Workers in the formal economy, regardless of status, or those who are employed by any person acting directly or indirectly in the interest of an employer in relation to an employee.

Q: What are micro, small and medium enterprises?

A: Any business activity or enterprise engaged in industry, agribusiness and/or services, whether single proprietorship, cooperative, partnership or corporation whose total assets, inclusive of those arising from loans but exclusive of the land on which the particular business entity's office, plant and equipment are situated, must have value falling under the following categories:

- a) Micro : Not more than PhP 3,000,000
- b) Small : PhP 3,000,001 - PhP 15,000,000
- c) Medium : PhP 15,000,001 - PhP 100,000,000

Programs

I. FOOD AND NON-FOOD ITEMS DISTRIBUTION PROGRAM

Q: What is the Food and Non-Food Items (“FNI”) Distribution program?

A: The distribution of food and non-food items provided by the DSWD, in coordination with the concerned LGUs, to the most affected families.

II. ASSISTANCE TO INDIVIDUALS IN CRISIS SITUATION PROGRAM

Q: What are the forms of assistance of the Assistance to Individuals in Crisis Situation (“AICS”) program?

A: The forms of assistance are **Cash Assistance** and **Burial Assistance**.

Q: Who are eligible for these programs?

A: For cash assistance, target beneficiaries are eligible. For Burial Assistance, families whose member/s suffered death due to COVID-19, provided that the deceased is/are indigent COVID-19 confirmed cases or PUIs who were either, at the time of death, undergoing home quarantine or admitted in a public or private facility.

Q: What are the amounts of the assistance?

A: For cash assistance, an outright cash in the amount of PhP 3,000.00 shall be provided. If a family has two or more members considered eligible, the family shall be entitled to a cash

assistance amounting to PhP 5,000.00 which shall only be given once a month during the quarantine period.

Q: How will the assistance be distributed?

A: Distribution shall be made on the basis of the pre-existing DSWD's AICS guidelines, without prejudice to other means and methods the DSWD may implement.

III. LIVELIHOOD ASSISTANCE GRANT

Q: What is the Livelihood Assistance Grant (“LAG”)

A: A financial assistance not exceeding PhP 15,000.00 per eligible family.

Q: Who are eligible to receive the LAG?

A: Sustainable Livelihood Program (“SLP”) beneficiary family having at least one (1) member in the informal sector and is displaced by reason of the declaration of the enhanced community quarantine.

Q: Can the LAG be availed of more than once by the eligible families?

A: No, a family shall only be qualified to avail the assistance once regardless of the number of family members belonging to the identified sectors.

Q: How will the LAG be released to the beneficiaries?

A: The LAG will be released to the beneficiary either in cash or individual check through designated Special Disbursing Officers (“SDOs”) designated by the DSWD CO or FO either through house-to-house or on a designated site or through any mode that is convenient and safe.

Q: When will the LAG be given?

A: Qualified recipients of LAG shall be provided with the grant as soon as the declaration of public health emergency or community quarantine, whichever comes first, is lifted. However, in case proper authorities require, the DSWD may distribute the LAG to the beneficiaries during the quarantine period.

IV. COVID-19 ADJUSTMENT MEASURES PROGRAM

Q: What is the COVID-19 Adjustment Measures Program (“CAMP”)

A: A one-time financial assistance equivalent to PhP 5,000.00 to affected formal sector workers.

Q: Who are the beneficiaries of the CAMP?

A: Affected formal sector workers regardless of employment status whose employers implemented a Flexible Working Arrangement of Temporary Closure due to the COVID-19 pandemic.

Q: Who can apply for the CAMP?

A: The applicant must be a private establishment that has implemented a Flexible Working Arrangement ("FWA") or temporary closure due to the COVID-19 pandemic.

Q: What are the documents needed to apply for the CAMP?

A: (a) An Establishment Report on the COVID; and (b) Company Payroll for the month prior to the implementation of FWAs or temporary closure.

Q: How is the application submitted?

A: Applications with complete documentary requirements shall be submitted online to the appropriate DOLE Regional Office or any of its Provincial/Field Offices.

V. TULONG PANGHANAPBUHAY SA ATING DISPLACED/DISADVANTAGED WORKERS BARANGAY KO, BAHAY KO DISINFECTION/SANITATION PROJECT ("TUPAD #BKBK")

Q: What is the TUPAD #BKBK Program?

A: A program which will require the qualified beneficiaries to work for four (4) hours a day for a maximum of ten (10) days in exchange the qualified beneficiary will be paid wages equivalent to 100% of the prevailing highest minimum wage in the region.

Q: Who are ineligible for this program?

- A:**
- a) Those who have availed of the P5,000 one-time cash assistance through the DOLE CAMP,
 - b) Those who are under the expanded and enhanced Pantawid Familyang Pilipino Program;
 - c) Those who have already received cash assistance through the DSWD AICS;
 - d) Rice farmers who have already received cash assistance from the Department of Agriculture ("DA").

Q: Are the recipients of assistance from LGUs still entitled to this program?

A: The beneficiaries who received cash and non-cash assistance from the Local Government Unit and/or NGAs may still qualify to avail of the TUPAD #BKBK program

provided that the combined amount from the LGU, other NGAs and DOLE shall not exceed the emergency subsidy of Php 8,000.

Q: How will this assistance be paid?

A: The payment of wages shall be through money remittance service providers or direct cash pay-out.

Q: What is the nature of work that the beneficiaries will perform?

A: The nature of work shall be the disinfection/sanitation of the qualified beneficiaries' houses or dwellings and immediate vicinity.

Q: How will this program be implemented?

A: The LGUs shall submit a letter of intent, work program, and summary list of beneficiaries to avail of the program.

VI. COVID-19 P3 ERF

Q: What is the COVID-19 Pondo Para sa Pagbabago at Pag-Asenso Enterprise Rehabilitation Fund (“P3 – ERF”)?

A: A program which will allow a loan amount at a discounted rate of 0.5% monthly interest of PhP 10,000.00 up to PhP 500,000.00 for small enterprises with asset size of not more than PhP 10,000,000.00; or, loan amount from PhP 10,000.00 up to PhP 200,000.00 for micro enterprises. A grace period shall be given until the abatement of the COVID-19 crisis.

Q: Who are eligible for the P-3 ERF Program?

A: all micro and small enterprises with at least one-year continuous operation prior to March 2020, and whose businesses suffered drastic reduction in sales during the ensuing epidemic.

Q: Are there conditions to the application of the proceeds of the loan:

A: The proceeds of the loan may only be used for

a.) Updating of loan amortizations for vehicle loans or other fixed asset loans of the affected business,

b.) Inventory replacement for damaged perishable stock, or

c.) Working capital replacement to restart the business.

Q: What are the documentary requirements to avail of this program?

A: Claimants must submit a) a Barangay Clearance; and b) an LGU certification of business establishment for at least one year.

Q: By who and when will this program be Implemented?

A: The loan facility shall be implemented, by the proper DTI Memorandum Circular, as soon as the Community Quarantine declarations are lifted by the National Government and/or respective Local Government Units.

VII. MORATORIUM ON LOAN PAYMENTS OF SMALL BUSINESS CORPORATION BORROWERS

Q: What is the loan moratorium?

A: Borrowers shall be granted a loan moratorium under the Regular and P3 loan programs of the Small Business Corporation ("SB Corp").

Borrowers shall be allowed to pay only their interest due for the succeeding six months. Interest rate will continue to accrue during the moratorium. The term of their loan shall be extended based on the number of months covered by the moratorium.

Q: Who are eligible for this program?

A: Affected borrowers situated in areas declared under community quarantine or partial lockdown

Q: How is the program applied for?

A: A request is submitted by the affected borrowers through email or SMS.

VIII. PRICE FREEZE

Q: What is Price Freeze?

A: It is a measure to ensure that prices of basic necessities shall be automatically frozen at their prevailing prices in areas declared under state of calamity.

Q: Who are the implementing agencies?

A: It will be implemented by DTI, DA, DOH, DOE, DILG and DENR.

VIX. CASH ASSISTANCE FOR RICE FARMERS (RICE FARMER FINANCIAL ASSISTANCE)

Q: What is the Rice Farmer Financial Assistance?

A: A one-time provision of decoupled payments amounting to PhP 5,000.00 through identified Government Financial Institutions ("GFIs").

Q: Who are eligible for this program?

A: Smallholder rice farmers whose farm sizes range from 1 hectare and below. These farmers must be registered in the updated Registry System for Basic Sectors in Agriculture ("RSBSA") as per approved registration and updating protocol.

X. SURVIVAL AND RECOVERY ("SURE") ASSISTANCE FOR MARGINALIZED, SMALL FARMERS AND FISHERS

Q: What Is the SURE Assistance for Marginalized, Small Farmers and Fishers?

A: An Interest-free loan assistance without any collateral or security requirement extended to eligible farmers and fishers in the amount of PhP 25,000.00 per borrower.

Q: Who are eligible under this program?

A: Marginalized, small farmers and fishers affected by ECQ to be validated by the DA Regional Field Offices and Local Government Units.

Q: How will this program be implemented?

A: Government financial institutions and Non-Government Financial Institutions shall implement this program by extending loans directly to eligible loan borrowers.

XI. RECOVERY PACKAGE FOR MICRO AND SMALL ENTERPRISES ENGAGED IN AGRICULTURE AND FISHERIES FOOD PRODUCTION, AND OTHER SUPPLY CHAIN ACTIVITIES IN ACCORDANCE WITH THE AGRIPRENEURSHIP DEVELOPMENT FUND/PROGRAM OF THE ACPC

Q: What is the Recovery Package For Micro And Small Enterprises Engaged In Agriculture And Fisheries Food Production, And Other Supply Chain Activities In Accordance With The Agripreneurship Development Fund/Program?

A: A loan assistance extended to eligible borrowers amounting to PhP 300,000.00 up to 90% of their projected cost, but not to exceed PhP 15.0 million.

Q: Who are eligible under this program?

A: Micro and small enterprises engaged in agriculture and fisheries production, and other supply chain activities.

Q: How will this program be implemented?

A: Government financial institutions and Non-Government Financial Institutions shall implement this program by extending loans directly to eligible loan borrowers.

XII. EXPANDED AND ENHANCED PANTAWID PAMILYANG PILIPINO PROGRAM (“4PS”)

Q: What is the Expanded and Enhanced 4Ps?

A: Transfer of cash, cash voucher, or goods by the DSWD and DOLE through the LGUs or directly to families who have no incomes or savings to draw from.

Q: Who are eligible for the 4Ps?

A: Families who have no incomes or savings to draw from, including families working in the informal economy and those who are not currently recipients of the current 4Ps micro and small enterprises engaged in agriculture and fisheries production, and other supply chain activities.

Q: What is the duration of the 4Ps?

A: The DSWD and DOLE shall implement the program for a period of two (2) months.

XIII. LIVELIHOOD SEEDING PROGRAM/NEGOSYO SERBISYO SA BARANGAY

Q: What is the Livelihood Seeding Program/Negosyo Serbisyo Sa Barangay Program?

A: An enterprise development training; livelihood kit amounting to at least PhP 5,000.00 but not more than PhP8,000.00; and, business counselling/mentoring shall be given to those eligible under the program.

Q: Who are eligible under this program?

A: Micro-entrepreneurs affected by calamities.

Documentary Requirements

Unless otherwise specifically stated, the following are the specific documentary requirements to avail of the social amelioration programs:

BENEFICIARY/IES	SPECIFIC DOCUMENTARY REQUIREMENT
Senior Citizens	Senior Citizen's ID
Persons With Disability	<ol style="list-style-type: none"> 1. Persons with disability ID; or 2. Certificate of Separation from or Suspension of Work.
Pregnant Women/Lactating Women	<ol style="list-style-type: none"> 1. Valid ID; 2. Certification from RHU; or 3. Birth Certificate of Child, if available.
Solo Parents	<ol style="list-style-type: none"> 1. Solo Parent's ID; or 2. Certificate of Employment/ Separation from or Suspension of Work.
Overseas Filipinos In Distress	<ol style="list-style-type: none"> 1. Valid Passport Bio Page; and 2. Copy of any of the following: <ol style="list-style-type: none"> a. Passport arrival stamp; b. Proof of departure ticket; c. Overseas Employment Certificate; d. Employment Contract; or e. Any other documents to prove that they were repatriated or banned from traveling outside the Philippines within the prescribed period.
Underprivileged Sector And Homeless Families, Indigent Indigeneous Peoples, And Other Vulnerable Groups	<p>As applicable:</p> <ol style="list-style-type: none"> 1. Certification from Barangay (proving that they are homeless families or belonging to other vulnerable groups) or from the CSWDO/MSWDO/PSWDO where they are currently located.

	<ol style="list-style-type: none"> 2. Certification from the NCIP or the tribal chieftain/council of elders that the beneficiaries are Indigenous Peoples ("IPs") and are on subsistence economy
Workers in the Informal Sector/ Self-Employed	<p>As applicable:</p> <ol style="list-style-type: none"> 1. Driver's License; 2. TODA ID; or 3. Certification of membership from the Organization/ Association; or Certificate of Public Convenience (CPC); or Certification from the Barangay/ Municipality, for TODA only. Employment ID; or Kasambahay ID; or Certificate of Employment/Separation from or Suspension of Work from the employer; 4. Proof of business; Any other document showing employment/ occupation/enterprise; or Barangay Clearance.
Employers	<ol style="list-style-type: none"> 1. Establishment Report; and 2. Company Payroll.
Rice Farmers	<ol style="list-style-type: none"> 1. RSBSA Enrollment Stub (for Cash Assistance); 2. Notice of Cash Grant (for Cash Assistance Loan Application (for SURE Aid); 3. Any one (1) government-issued ID with picture Duly accomplished simplified Promissory Note ("PN").
For Service-Conduit Borrower	<p>Pre-Release:</p> <ol style="list-style-type: none"> 1. Loan Application List of Eligible Rice Farmers Board Resolution for financial assistance and designating at least two (2) authorized signatories to execute loan documents with identified GFI Standard PN Authority

	to Debit Deposit Account Post Release: Liquidation report on the loans disbursed prior to next loan availment Deed of Assignment of Sub-PNs
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All barangays are hereby mandated to facilitate the issuance of the barangay clearance, free of charge, for the applicable beneficiaries as stated above.

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