

## OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 22, Series of 2020

### CREATION OF THE LOCAL VERIFICATION COMMITTEE (LVC) FOR THE VALIDATION PHASE OF THE LISTAHANAN PROJECT OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT AND APPOINTING MEMBERS THEREOF FOR THESE PURPOSES.

**WHEREAS**, by virtue of Executive Order 867 entitled "Providing for the adoption of the National Household Targeting System for Poverty Reduction (NHTS-PR) also known as Listahanan, it shall serve as the mechanism for identifying poor households who shall be recipients for the social protection programs nationwide.

**WHEREAS**, For the first two rounds of assessment under NHTS-PR, Local Government Units (LGUs) and Civil Society Organizations (CSOs) have likewise used the Listahanan database in the implementation of their programs and projects for the poor.

**WHEREAS**, Considering the magnitude of potential stakeholders utilizing the database, it is important that the initial list of the poor is subjected to a thorough authentication prior to finalization and sharing.

**WHEREAS**, the Validation and Finalization Phase provides an opportunity for the community and Local Government Units to review the initial list of poor households generated after the initial application of the Proxy Means Test (PMT) for transparency.

**WHEREAS**, Memorandum of Understanding between the Department of Interior and Local Government (DILG) and the Department of Social Welfare and Development (DSWD) that the latter needs the assistance of the former in the household assessment particularly on the validation phase.

**WHEREAS**, a Local Verification Committee (LVC) shall be created to resolve grievances as recommended by the Barangay Verification Team (BVT). This process increases the credibility of the initial list of the poor households and promotes accountability among the LGUs and the community.

**NOW THEREFORE**, I \_\_\_\_\_, Municipal/ City Mayor of \_\_\_\_\_, \_\_\_\_\_ by virtue of the power vested in me by Law, do hereby order the creation of the Local Verification Committee with the following stipulations:

#### Section 1: Composition

At the City/ Municipal Level, a Local Verification Committee (LVC) shall be created with the following composition:

- a. The Local Chief Executive
- b. Local Social Development Officer
- c. Local and Planning and Development Officer
- d. 2 Representatives of Civil Society Organizations

Hon. Celia T. Layus, M.D.  
Joseph A. Villanueva  
Estrella N. Andres  
Eddie A. Gaoran (PWD rep)  
Henedina A. Calasagan (DCW)

## **Section 2: Duties and Functions**

The Local Verification Committee (LVC) shall have the following duties and functions:

- a. Resolve grievances and appeals received endorsed by the Barangay Verification Team
- b. Check the list of households for completeness and veracity.
- c. Identify and certify household/s that have not been assessed based on the appeals and grievances received from the community.
- d. Deliberate and Endorse the final list of households for re-assessment to the National Household targeting Section OF DSWD Field Office 02.

## **Section 03: Receiving and Resolving of Grievances**

The Area Supervisor (AS) of DSWD shall be responsible for the receiving and processing of all grievances in every barangay. Thereafter, the AS will endorse the grievances received to the Barangay Verification for their objective review using the Grievance Evaluation form. Subsequently, the BVT shall endorse the reviewed grievances to the LVC to review, resolve and recommend the appropriate course of action for all grievances and appeals.


Below are the grievances that may be filed during the Validation Phase:

- a. Exclusion Grievance Type 01(EX01)- a specific household is poor and must be included in the list of poor households
- b. Exclusion Grievance Type 02(EX02)- a specific household is poor but not interviewed during the data collection period.
- c. Inclusion Grievance Type 01(INC01)- a household in the initial list of poor households is wrongly classified which must be non-poor.
- d. Inclusion Grievance Type 02(INC02)- a poor household claims to be erroneously classified and wants to be removed from the list.
- e. Error Grievance Type 01 and (ER01)- A household in the list of poor has incorrect information in the database. (i.e. name, sex, street address)
- f. Error Grievance Type 03 and (ER03)- A household in the list of poor has incorrect information in the database. (i.e. barangay address, date of birth, marital status, and addition or deletion of roster members
- g. Transfer of Residence - a household in the initial list of the poor has transferred residence.

## **Section 4: Effectivity**

This Executive Order shall take effective on the date of the signing hereof by the City/ Municipal Mayor and shall remain in full force and effect until the Validation Phase of Listahan Project will be completed.

In witness whereof, I have hereunto set my hand and caused the seal of the municipality of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ in \_\_\_\_\_.

  
CELIA T. LAPUS, MID  
City/Municipal Mayor