



Republic of the Philippines
Province of Davao del Norte
Municipality of Braulio E. Dujali
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BEFORE THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE TWENTIETH (20TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN (TERM 2019-2022) OF BRAULIO E. DUJALI, DAVAO DEL NORTE AND HELD AT THE SANGGUNIANG BAYAN SESSION HALL, MUNICIPAL BUILDING ON JULY 13, 2020, MONDAY.

PRESENT:

HON. DONNA MAE BALDONADO-BERNADAS, Ed.D	- Municipal Vice Mayor & Presiding Officer
HON. RESTIE E. TABIRAO	- Sangguniang Bayan Member
HON. ATTY. YASMIN V. CAMPION, REA, REB	- Sangguniang Bayan Member
HON. ANNA C. CAGULADA	- Sangguniang Bayan Member
HON. RICKY T. DELCO	- Sangguniang Bayan Member
HON. CONCORDIO B. MOMO, JR.	- Sangguniang Bayan Member
HON. ADHEM F. FUNA	- Sangguniang Bayan Member
HON. SAMUEL F. PACRES	- Sangguniang Bayan Member
HON. FRANCISCO D. BUCADON	- IPMR/Ex-Officio Member
HON. CARME LEOGY C. AGUILUZ	- ABC Pres./Ex-Officio Member
HON. KEVIN P. GENTUGAYA	- SKF Pres./Ex-Officio Member

ON OFFICIAL BUSINESS:

HON. NELSON C. BAER, RA	- Sangguniang Bayan Member
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ABSENT: None

(Sponsor: Hon. Campion)

(Co-Sponsors: Hon. Tabirao, Hon. Cagulada, Hon. Delco, Hon. Baer, Hon. Pacres, Hon. Bucadon, Hon. Aguiluz, Hon. Momo, Jr., Hon. Funa, Hon. Gentugaya)

RATIONALE

The Municipality of Braulio E. Dujali in the Province of Davao del Norte has been a beneficiary of the KALAH I CIDD S-NCDDP funding. For four (4) cycles, which started on 2016 until 2019. The implementation of Sub-Projects under the said program is through Community Driven Development (CDD) approach, whereby the residents of the beneficiary barangay shall be the one to identify and to implement the projects based on their direct and felt needs, thus in this way, immediate solution to their problems may be easily achieved.

Moreover, since the community plays a big role in the implementation of the project identified by them, the sense of ownership will be instilled in everyone's mind and heart that could lead the community in taking more care of the project.

Recognizing the great impact the CDD approach has given to the community, this municipality believes that the adoption of the said program in the implementation of projects funded by the Local Government is a very useful tool in ensuring massive community involvement, participation and support to attain further development in this locality.

MUNICIPAL ORDINANCE NO. 2020-226

**ADOPTING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) PROGRAM IN THE MUNICIPALITY
OF BRAULIO E. DUJALI, DAVAO DEL NORTE**

BE IT ENACTED by the Sangguniang Bayan of Braulio E. Dujali, Province of Davao del Norte, in Session assembled that;

**ARTICLE 1
POLICY AND OPERATING PRINCIPLES**

SECTION 1. TITLE - This shall be known and cited as "An Ordinance Adopting the Community Driven Development Program in the Municipality of Braulio E. Dujali, Davao del Norte"

SECTION 2. STATEMENT OF THE POLICY

- a. It is the primary responsibility of the Local Government Unit as an entity to play an active role in formulating strategies on how to use its resources to effectively address identified poverty conditions in a collective and participative manner pursuant to the mandate provided by Republic Act 7160 otherwise known as the Local Government Code of the Philippines, the Millennium Development Goals (MDG) and the Medium Term Philippines Development Plan or "Ambisyon 2040".
- b. The adoption of Community Driven Development steps and processes in the implementation of programs/projects aims to increase level of community participation, improve local governance and poverty reduction at the grassroots level.
- c. Community Driven Development Approach in delivering social services and implementing local solutions to alleviate poverty is seen to be a good mechanism for participation of different sectors in identifying the needs and finding solutions to the perceived problems in the communities, leading to better planning and budget process.
- d. It has provided continuous capability building activities among volunteers since the start of the project and gained positive impact in the municipality. It enhances the capacity of the individual and the community to push more participatory, transparent and accountable local planning, decision-making and project implementation for improved local governance, poverty alleviation and citizen's empowerment.
- e. Strong community participation is a key factor in the sustainability of projects. It aims to increase the inclusion of local expertise, generate local employment, and promote the use of local materials and indigenous technology among others. It enhances local capacity and directly impacts in improving the lives of community members. It also contributes in increasing the trust and confidence of communities in the government.
- f. Community participation is most appropriate for community-based or Community Driven Development projects where community members are partner in the search for sustainable solutions to development challenges. The sustainability of these projects need community involvement in all stages of the projects from start to finish.

SECTION 3. BASIC PRINCIPLES

- a. **Localized Decision Making** - Values the importance of community discussion and decision making including the formulation and implementation of projects and other interventions to address problems that community residents have identified.

- b. **Empowerment** - This policy invests heavily in capacity-building activities that progressively develop the capabilities of the people including analysis of local conditions, design of appropriate development interventions and implementation of development projects.
- c. **Transparency** - People's participation is the core requirement of Community Driven Development policy and prerequisite to the success of all projects, activities and interventions. Community assemblies provide opportunities for the people to participate and be informed about the physical and financial status of the projects. Consultation on the community issues or problems promotes responsibilities and accountabilities. The multi-level monitoring system including the use of non-government organizations as independent monitors and the grievance monitoring and resolution mechanism supports transparency.
- d. **Community Priority Setting** - Selection of projects and capability building activities shall be the product of a collective decision-making process. Projects are prioritized for funding by the Barangay Development Council (BDC) and Municipal Development Council (MDC).
- e. **Inclusiveness** - The entire community including formal and traditional leaders, representative of different sectors, individuals, groups, and local organizations are encourage to participate in the planning process. Special efforts ensure the participation of women and indigenous people. Broadening the base of participation prevents elite capture of project activities and benefits.
- f. **Demand Driven** - Community Driven Development supports communities with prioritizing their own needs and problems, designing their own projects, and making decisions on how resources are used. Residents develop ownership of the projects they have identified, develop and implemented.
- g. **Simple** - Community Driven Development procedures and requirements are simple to facilitate understanding, appreciation, and involvement of all stakeholders.
- h. **Sustainable** - Communities shall develop and implement viable plans for sustainability for each project to ensure that they deliver intended benefits over the long term.

**ARTICLE II
COVERAGE, SCOPE AND ACRONYMS**

SECTION 4. ACRONYMS

The following abbreviations / acronyms shall mean:

BA	- Barangay Assembly
BAP	- Barangay Action Plan
BDP	- Barangay Development Plan
BIPF for PRA	- Barangay Inter-Purok Forum for Participatory Resource Allocation
BLGU	- Barangay Local Government Unit
B/MSIT	- Barangay or Municipal Multi-Stakeholder Inspectorate Team
BPMC	- Barangay Project Management Committee
CBO	- Community – Based Organization

CDD	- Community Driven Development
CEAC	- Community Empowerment Activity Cycle
CMT	- Community Monitoring Team
CSO	- Civil Society Organization
CSW	- Criteria Setting Workshop
EBDC	- Expanded Barangay Development Council
EMDC	- Expanded Municipal Development Council
ESS	- Environmental and Social Safeguards
FA	- Functionality Audit
GRS	- Grievance Redress System
MCT	- Municipal Coordinating Team
MDC	- Municipal Development Council
MDP	- Municipal Development Plan
MIAC	- Municipal Inter-Agency Committee
MLGU	- Municipal Local Government Unit
MO	- Municipal Orientation
NGA	- National Government Agency
NGO	- Non Government Organization
O&M	- Operation and Maintenance
PPT	- Project Preparation Team
PRT	- Purok Representation Team
PSA	- Participatory Situation Analysis
SET	- Sustainability Evaluation Tool

SECTION 5. CREATION OF MUNICIPAL INTER-AGENCY COMMITTEE (MIAC) - MIAC shall be organized to provide the technical requirements of the project, facilitate coordination among the various agencies, monitor and review implementation and facilitate resolution of technical concerns. Membership shall be composed of:

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| a. Municipal Mayor | - Chairperson |
| b. SB Member, Committee Chair on Legal Matters,
Budget and Appropriations | - Vice Chairperson |
| c. SB Member, Committee Chair on Public Works & Infrastructure | - Member |
| d. SB Member, Committee Chair on Economic Enterprise | - Member |
| e. SB Member, Committee Chair on Education | - Member |
| f. SB Member, Committee Chair on Social Services | - Member |
| g. SB Member, Indigenous People Mandatory Representative | - Member |
| h. Municipal Administrator | - Member |
| i. Municipal Social Welfare and Development Officer | - Member |
| j. Municipal Planning and Development Coordinator | - Member |
| k. Municipal Engineer | - Member |
| l. Municipal Accountant | - Member |
| m. Municipal Treasurer | - Member |
| n. Municipal ENRO | - Member |
| o. FABC President | - Member |
| p. Municipal Agrarian Reform Officer | - Member |
| q. Municipal Health Officer | - Member |
| r. Chief of Police, Municipal PNP | - Member |
| s. Municipal Assessor | - Member |
| t. Municipal Agriculturist | - Member |
| u. Municipal Local Government Operations Officer | - Member |
| v. Municipal Budget Officer | - Member |
| w. Public Schools District Supervisor | - Member |

SECTION 6. THE MUNICIPAL COORDINATING TEAM (MCT) - The MCT shall be created under this program.

The team shall be responsible in providing facilitation and technical assistance to barangays along social preparation, community planning, implementation, monitoring and evaluation, operations and maintenance and other related tasks. The team shall be under the supervision of the Office of the Municipal Mayor and shall be composed of the following staff:

- a. Municipal Area Coordinator
- b. Technical Facilitator
- c. Project Financial Analyst
- d. Community Empowerment Facilitators
- e. Data Encoder

SECTION 7. THE GRIEVANCE REDRESS SYSTEM (GRS) COMMITTEE - The GRS Committee shall be created under this program. The team shall be responsible to attend complaints, problems and issues that arise out from project implementation, misuse of funds and misunderstanding. Membership shall be composed of:

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|---|--------------------|
| a. Municipal Mayor | - Chairperson |
| b. SB Member, Committee Chair on Legal Matters, Budget and Appropriations | - Vice Chairperson |
| c. Municipal Engineer | - Member |
| d. Municipal Social Welfare & Development Officer | - Member |
| e. Municipal Planning and Development Coordinator | - Member |
| f. FABC President | - Member |
| g. Municipal Local Government Operations Officer | - Member |

SECTION 8. THE MULTI STAKEHOLDER INSPECTORATE TEAM (MSIT) - The Multi-Stakeholder Inspectorate

Team shall conduct inspection and thorough check on implemented project and provide feedbacks based on their observations and interventions. The team shall composed of;

- | | |
|---|--------------------|
| a. Municipal Engineer | - MSIT Team Leader |
| b. Municipal Planning Development Coordinator | - Member |
| c. Municipal Social Welfare and Development Officer | - Member |
| d. Representative from Municipal Inter-Agency Committee | - Member |
| e. SB Member, Committee Chair on Public Works & Infrastructure- | Member |
| f. Barangay Captain of the concern barangay | - Member |
| g. Representative of the Operation and Maintenance Group | - Member |
| h. Municipal Agriculturist | - Member |

SECTION 9. THE COMMUNITY-DRIVEN DEVELOPMENT (CDD) PROCESS - The Municipality shall incorporate in its Annual Investment Plan the implementation of Community Driven Development (CDD) Program which funding shall be included in the municipality's Annual Budget, for the implementation of Community-based projects and activities. The CDD program shall be implemented as follows;

- a. The Municipal Inter-Agency Committee shall formulate the Community Empowerment Activity Cycle (CEAC), a Community Driven Development strategy that will ensure the implementation of the community based projects and activities.
- b. The Municipal Inter-Agency Committee and all Punong Barangays shall attend municipal activities as much as practicable;

- c. The Municipal Local Government Unit shall conduct Municipal Orientation to be participated by the different stakeholders;
- d. The Barangay Development Council and Municipal Development Council shall expand in membership to cover Community-Based Organizations representing communities if necessary;
- e. The Municipal Inter-Agency Committee shall organize the Barangay Project Management Committee to facilitate activities and manage project implementation;
- f. All existing Civil Society Organizations and Community Based Organizations within the Barangays shall be encouraged to participate during Barangay Development Council and Municipal Development Council Meetings;
- g. The Municipal Coordinating Team shall facilitate the criteria in the identification of projects, conduct orientation and give updates about priority projects under Community Driven Development approach during Barangay Assemblies;
- h. The attendance during Barangay Assemblies shall be required;
- i. Barangays shall adopt the 85% household participation rate during assemblies;
- j. The Municipal Inter-Agency Committee shall conduct Technical Review on the documents of proposed projects of the community;
- k. Barangay Inter-Purok Forum for Participatory Resource Allocation (BIPF for PRA) shall be conducted to determine prioritized projects for funding.
- l. Capability Building on Community-Based Monitoring and other trainings needed by the community shall be provided and to be facilitated by the Municipal Coordinating Team;
- m. The prioritization of Community Driven Development process in funding project shall be adopted;
- n. Non-funded project proposals shall be integrated to the Municipal Development Plan and Local Development and Investment Plan;
- o. The allocation of work for women in accordance with their physical skills is encouraged;
- p. Barangay Local Government Unit officials are required to closely monitor all Projects being implemented in the barangay;
- q. Barangays are required to formulate Operation and Maintenance program to completed projects for its sustainability; and
- r. Functionality Audit and Sustainability Evaluation to all completed projects shall be institutionalized;

ARTICLE III
CDD OPERATIONALIZATION IN THE IMPLEMENTATION OF COMMUNITY DRIVEN
DEVELOPMENT (CDD) SUB-PROJECTS

SECTION 10. BARANGAY LEVEL - Community Driven Development principles and processes shall be adopted in the implementation of the Community Driven Development (CDD) Programs/Projects in every Barangay thru its inclusion in the Annual/Supplemental Investment Plan/Program.

Stage 1: Sub Project Identification Process

- a. Every Purok in the municipality shall facilitate a meeting to aware and prepare the community Driven Development process and to be conscious of their present situation and pressing needs;
- b. Every Purok shall develop complete project proposal to the top priority projects identified. Present and defend such proposal during the Barangay Inter-Purok Forum for Participatory Resource Allocation.

Stage II: Budget Allocation

- a. The top priority project identified during the BIPF shall be considered as the Sub-project of the barangay for CDD program budget allocation.
- b. The identified Sub-project of the barangay shall be endorsed to the Municipal Inter-Agency Committee for Technical Review.

Stage III. Budget Inclusion for the Non-Funded Sub Project.

- a. Barangay shall request to the Municipal Local Government Unit to mobilize external resources to finance non funded Project Proposals.

Stage IV: Performance Assessment

- a. The Municipal Coordinating Team shall conduct performance evaluation through Accountability Review and Reporting mechanism at the barangay level.
- b. The Municipal Coordinating Team shall conduct end cycle monitoring to determine responses to Barangay Action Plan –Barangay Development Plan.

SECTION 11. MUNICIPAL LEVEL - Community Driven Development principles and processes shall be adopted in the Local Development Planning by ensuring the CDD Programs/Projects will be included in the Annual Investment Plan of the municipality. The Municipal LGU shall undertake the following:

- a. The Municipal Local Government Unit through the Municipal Inter-Agency Committee and the barangay Local Government Unit shall organize the Barangay Inter-Purok Forum and shall also participate in the crafting of Criteria and policies for selection of interventions to be funded.
- b. The Municipal Local Government Unit shall ensure that funds for identified community projects is available for Barangay Inter-Purok Forum selected projects.
- c. The Municipal Local Government Unit through the Municipal Inter-Agency Committee shall thoroughly review the completed project proposals before final approval by barangay assembly.

- d. The Municipal Local Government Unit shall mobilize external resources to finance non-funded Project Proposals through the Municipal Development Council (MDC).
- e. The Municipal Local Government Unit through the Municipal Inter-Agency Committee shall monitor and provide Technical Assistance to communities implementing funded projects along procurement, engineering and finance.
- f. The Municipal Local Government Unit through the Municipal Coordinating Team shall facilitate community needs during the implementation of projects.
- g. The Municipal Local Government Unit through the Municipal Coordinating Team shall organize and train communities along project operations and maintenance needs and organizational development and management.
- h. The Municipal Coordinating Team shall conduct performance evaluation through Accountability Review and Reporting mechanism at the Municipal level.

SECTION 12. SUB-PROJECT IMPLEMENTATION

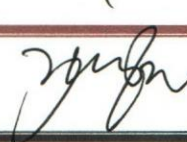
- a. The procurement shall be in accordance with Republic Act 9184.
- b. Local manpower shall be given priority to be involved in project implementation.
- c. The Barangay Local Government Unit with community shall primarily implement the Sub-project.
- d. The Barangay Local Government Unit, Barangay Development Council and Barangay Project Management Committee shall facilitate the overall project implementation.
- e. The Barangay Local Government Unit, Barangay Development Council and Barangay Project Management Council shall ensure the guidelines in procurement, project implementation, monitoring and inspection, audit and inventory, operation and maintenance as set out by the Municipal Inter-Agency Committee shall be followed and upheld.

SECTION 13. OPERATION AND MAINTENANCE

- a. The Barangay Local Government Unit shall allocate funds annually for the maintenance of the completed Non Income Generating Projects (IGP).
- b. Organization of Operation and Maintenance (O&M) Groups shall be encouraged as for as practicable.
- c. Barangay Local Government Unit shall capacitate the community volunteers to generate fund for maintenance of Income Generating Projects such as policy development, management and the like.

**ARTICLE IV
APPROPRIATION PROVISIONS**

SECTION 14. FUND ALLOCATION



- a. An initial amount of Six Hundred Thousand Pesos (P600, 000.00) as operating expenses which is necessary to carry out the initial implementation of this Ordinance shall be charged to the Office of the Mayor. Thereafter, such sums as may be necessary for the continued implementation of this Ordinance shall be included in the succeeding General Fund.
- b. CDD projects shall be integrated into the Annual Investment Plan and shall be allocated an amount of not less than Five Hundred Thousand Pesos (P500,000.00) per barangay by the MLGU which shall be chargeable to the Development Fund and other available sources.
- c. The Barangay Local Government Unit shall allocate at least 15% of the amount of the Sub-project to be transferred to the MLGU to be held in trust for the said identified purpose.
- d. There shall be five (5) priority projects which shall be one project per barangay to be funded every year by the MLGU. Non-funded projects shall be prioritized on the succeeding year.


**ARTICLE V
FINAL PROVISIONS**

SECTION 15. SEPARABILITY CLAUSE. Should any of the provisions of this Ordinance be declared inoperative by the courts for being inconsistent with the Constitution or the law, the other unaffected provisions of this Ordinance shall remain in full force and effect.

SECTION 16. REPEALING CLAUSE. Any and all Ordinances or parts thereof which are inconsistent with the provisions of this Ordinance are hereby repealed and modified accordingly.

SECTION 17. EFFECTIVITY. This Ordinance shall take effect upon its approval.

ENACTED by the Sangguniang Bayan of Braulio E. Dujali, Davao del Norte in its 20th Regular Session dated July 13, 2020.


JULIET EVANGELISTA-DAANTON
Secretary to the Sanggunian
(MGDH I) 7/13/2020

Attested to be duly adopted:


DONNA MAE BALDONADO-BERNADAS, Ed.D
Municipal Vice Mayor & Presiding Officer

Approved:


ATTY. LEAH MARIE MORAL-ROMANO
Municipal Mayor
Date: 8/15/2020

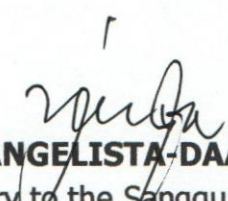
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Municipality of Braulio E. Dujali

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OFFICE OF THE SECRETARY TO THE SANGGUNIAN

CERTIFICATION

This is to certify that the Sangguniang Bayan has conducted a Public hearing on Municipal Ordinance No. 2020-226; **ADOPTING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) PROGRAM IN THE MUNICIPALITY OF BRAULIO E. DUJALI, DAVAO DEL NORTE** held at Lobby, 2nd Floor, Municipal Building, Braulio E. Dujali, Davao del Norte on **February 19, 2020.**


JULIET EVANGELISTA-DAANTON
Secretary to the Sanggunian
(MGDH I)