

**MEMORANDUM**

**FOR : THE REGIONAL DIRECTORS**  
**DSWD Field Offices NCR, CAR, I-XII and Caraga**

**FROM : THE DIRECTOR IV AND NATIONAL PROGRAM MANAGER**

**SUBJECT : AMENDMENT TO THE GUIDANCE NOTE ON THE  
IMPLEMENTATION OF FDS IN THE TIME OF COVID-19**

**DATE : 29 JULY 2022**

This refers to the present implementation of the Family Development Session utilizing the eight official delivery modes under the electronic Family Development Session (eFDS).

To ensure that learning interventions are continuously provided to the Pantawid Pamilyang Pilipino Program (4Ps) beneficiaries amidst the COVID-19 pandemic, the 4Ps National Program Management Office (NPMO), in consultation with the DSWD Field Offices and BARMM, and key Offices, Bureaus, Services and Units (OBSUs) of the DSWD Central Office, crafted the **Guidance Notes on the Implementation of Family Development Sessions in the Time of COVID-19** which was released on 19 October 2020. It was further detailed through a **Supplemental Guidance Note** dated 29 December 2020 to clarify specific concerns on monitoring mechanisms.

This innovation has resulted in increased access and/or attendance to Family Development Session, with compliance rate ranging between 95-100% in every region. Positive feedback on the eFDS topics have also been noted – beneficiaries appreciate that learning interventions reach them despite the pandemic. Also, analytics show that the eFDS has the widest reach in all posts on the program's official Facebook page, increasing the page's engagement and reach.

On the other hand, the Philippine government, particularly the **Inter-agency Task Force for the Management of Emerging Infectious Diseases (IATF)** regularly releases resolutions on the implementation of various mechanisms and quarantine protocols for COVID-19 response — recent of which is the Implementation of the Alert Level System.

Piloted in September 2021, specifically in the National Capital Region, and now implemented nationwide, the COVID-19 Alert Level System refers to the new community quarantine classifications covering entire cities, municipalities and/or regions. It aims to manage and minimize the risk of the disease through System Indicators, Triggers and Thresholds determined by the IATF to specify the public health and social measures to be taken in relation to the COVID-19 response, as may be updated based on new scientific knowledge, information about the effectiveness of control measures in the country and overseas, and its application.

Taking off from these developments, including reports received and consultations with the implementing offices, we would like to recommend the following amendment to the existing guidance notes on the implementation of FDS during this time of COVID-19 pandemic:



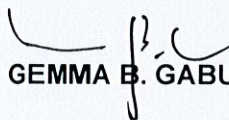
1. The modality termed as **Small Group Neighborhood Sessions (SGNS)**, defined as a face-to-face eFDS delivery mode at a reduced number of participants with up to eight (8) household beneficiaries only as participants and conducted up to 45 minutes only, shall no longer be used.
2. All sessions conducted in a face-to-face manner, shall be generally called "**Face-to-face (F2F) FDS.**"
3. Face-to-face FDS shall abide by the following provisions, in conformity to the Alert Level System Guidelines as detailed below:

Alert Level	Face to Face Session Guidelines
1	100% capacity for fully vaccinated grantees/attendees
2	Maximum of 50% indoor venue capacity for fully vaccinated grantees/ attendees and 70% outdoor venue capacity
3	Maximum of 30% indoor venue capacity for fully vaccinated grantees/ attendees and 50% outdoor venue capacity
4	Maximum of 10% indoor venue capacity for fully vaccinated grantees/ attendees and 30% outdoor venue capacity
5	No face-to-face sessions allowed

Since full vaccination is now a consideration in the IATF protocols, we highly recommend the continuous intensified COVID-19 vaccination advocacy in the region, using the **eFDS 13: MAGPABakuna** without implying that the department, nor the program, is forcing its beneficiaries to get vaccinated, but only to highly encourage them, as this will be beneficial for everyone.

FDS implementers, particularly the City/Municipal Links, Community Facilitators and Social Welfare Officers III, as FDS supervisors, are instructed to keep themselves updated with the alert level classification in their respective areas of assignment. Meanwhile, unvaccinated beneficiaries shall comply with the eFDS condition through the remaining seven (7) delivery modes based on the previously issued guidance notes on eFDS implementation.

For any concern, your focal persons may discuss it with any staff of the Family Development Division of the 4Ps NPMO, for clarification or proper action. Thank you.

  
**GEMMA B. GABUYA**