

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

**ATTENTION :** REGIONAL DEPUTY PROGRAM MANAGER  
REGIONAL PROGRAM COORDINATORS  
FDS FOCAL PERSONS  
Pantawid Pamilyang Pilipino Program

**FROM :** THE NATIONAL PROGRAM MANAGER

**SUBJECT :** Supplemental Guidance on the Implementation of  
FDS in the Time of COVID-19

**DATE :** 29 December 2020

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To provide alternative measures and ways on continuously providing the FDS as an educational and psychosocial intervention, the Pantawid Pamilyang Pilipino Program (4Ps) shared the approved Guidance Notes on the Implementation of FDS in the Time of COVID-19 to the Regional Offices and BARMM last October 19, 2020. Specific to the provisions are the different delivery modes through the use of e-learning platforms and other offline options, and the monitoring of compliance and application of learning of the household beneficiaries from the eFDS.

In the Guidance Notes, Parent Leaders may be mobilized to check on the *Talaarawan* entries of the household (HH) beneficiaries as the HH beneficiaries' proof of availing the eFDS topics per month. The Parent Leaders may also be mobilized to facilitate the HH beneficiaries in signing the attendance sheets upon confirming/validating their *Talaarawan* entries. Further, the C/MLs shall be expected to rove and conduct home visits to check on the said entries, followed by a short processing /discussion of insights with each household beneficiary.

In this regard, this memorandum is being issued to support the previously circulated guidance notes and provide a supplemental guidance on maximizing the online delivery modes and preventing further exposure of the implementers and the Parent Leaders to health hazards. Thus, the following additional measures shall facilitate compliance monitoring during the pandemic period:

1. Household beneficiaries can take a picture of their full journal entry and send it to their City/Municipal Link (C/ML) and Parent Leaders within three (3) working days upon availment. This can be counted as means of verification for their attendance/availment of the eFDS topic for the month.
2. The C/ML can put a check mark on the Attendance Sheet corresponding to the names of those who submitted their MOVs via online, and vouch for this through affixing his/her signature on the indicated portion.
3. The C/MLs can also schedule a short one-on-one session with the Parent Leaders per month to check on the journal entries and process the insights and learnings of their cluster group of 4Ps beneficiaries.

For your guidance and strict compliance.

  
**DIRECTOR GEMMA B. GABUYA**  
