



## SEAL OF GOOD LOCAL GOVERNANCE

### Tab B Technical Notes: Indicator Reference

Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
<b>I. FINANCIAL ADMINISTRATION</b>					
<b>A. Good Financial Housekeeping</b>					
1	Audit opinion	<p>An opinion rendered by Commission on Audit based on the fairness of the financial statements prepared by a government entity at the end of each fiscal year. All government entities, including LGUs, are mandated to prepare financial statements following the accounting standards prescribed by COA, in accordance with generally accepted standards for public sector institutions.</p> <p>4 types of opinion: <i>Unqualified</i> - signifies that a clear opinion is rendered which means that the financial statements present fairly, in all material aspects, the results of the operations and the financial condition of the local government unit (LGU) for the period and date indicated, based on existing government standards, and in compliance with government laws, rules and regulations.</p> <p><i>Qualified</i> - Indicates that certain material transactions and/or accounts have been found to be improper, are questionable or are requiring more solid justifications and therefore have not been passed in audit. The transactions and/or accounts under questions, however, are not so significant</p>	<p>Office of the LCE Office of the Local Accountant</p> <p>Document: - LGU's Annual Audit Report by the Commission on Audit (CYs 2015 and 2016)</p> <p><i>(Note: Cut-off date to be communicated in a separate document)</i></p>	<p>Additional Document: List of official audit opinions from COA website</p>	<p>Provinces, cities and municipalities: Most recent Unqualified or qualified COA Audit Opinion (CYs 2015 / 2016)</p>



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		<p>relative to the total operations of the subject entity, as to fully negate other aspects of operations which were found to be in order</p> <p>Adverse - Reveals that the financial statements of the government entity do not fairly present its results of operations and financial condition, and are not in compliance with prescribed la3ws and applicable guidelines. An adverse opinion puts to question the entire financial operation of the subject entity and demonstrates past and/or present management's inability to resolve previously disallowed transactions</p> <p><i>Disclaimer / No Opinion</i> - means that the auditor of the subject government entity does not have sufficient basis to form any opinion on the financial statements, or the financial statements presented are inadequate such that no opinion can be made, or no financial statements are available upon which an opinion can be rendered. In general, a disclaimer is worse than an adverse opinion because this shows management's failure to perform a basic mandate, which is to keep adequate records of an agency's financial transactions.</p>			
2	Compliance with the Full Disclosure Policy: posting of financial documents in 3	Adherence of LGUs in the FDP which requires them to fully disclose particular financial transactions to show how funds are managed, disbursed and used. Posting requirements are at least in three (3)	3 Conspicuous places: Actual posting within LGU premises	Onsite inspection of the 3 conspicuous places to capture in a photo actual presence of posted	Provinces, cities and municipalities: Full compliance with the Full Disclosure Policy of Local Budget and Finances, Bids and Public Offerings (CY 2016 4 <sup>th</sup>



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	conspicuous places (CY 2016 4 <sup>th</sup> quarter and CY 2017 1 <sup>st</sup> quarter posting period documents)	publicly accessible and conspicuous places pursuant to Section 84 of Republic Act No. 10352 (GAA) FY 2013 and DILG MC 2013-140.		documents for the FDP	quarter and CY 2017 1 <sup>st</sup> quarter posting period documents), posting in 3 conspicuous places
3	Compliance with the Full Disclosure Policy: FDPP (CY 2016 4 <sup>th</sup> quarter and CY 2017 1 <sup>st</sup> quarter posting period documents)	<p>Full Disclosure Policy requires LGUs to fully disclose particular financial transactions to show how funds are managed, disbursed and used. Aside from 3 conspicuous places, posting is required in the Full Disclosure Policy Portal of the DILG pursuant to Section 84 of Republic Act No. 10352 (GAA) FY 2013 and DILG MC 2013-140.</p> <p>e-SRE posting is also to be checked to verify compliance of LGUs with the requirements of posting online their Statement of Receipts and Expenditures.</p>	<p>LGU-LGPMS Team Data Encoder Local Treasurer</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Actual posting in FDPP</li> <li>- 2015 LGU e-SRE posted in the BLGF website (printscreen)</li> </ul> <p><i>(Note: Cut-off date to be communicated in a separate document)</i></p>	<p>Document Review</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- List of fully-compliant LGUs on FDPP from BLGS-PCMD</li> <li>- List of compliant LGU on the submission of e-SRE for 2015 from BLGF</li> </ul>	<p>Provinces, cities and municipalities:</p> <p>Full compliance with the Full Disclosure Policy of Local Budget and Finances, Bids and Public Offerings (CY 2016 4<sup>th</sup> quarter and CY 2017 1<sup>st</sup> quarter posting period documents), posting in the FDP Portal</p> <p>2015 LGU e-SRE posted: s-SRE portal of the BLGF</p>
<b>B. Financial Performance</b>					
4	Average local revenue growth from CYs 2013 to 2015	<p>Indicates the LGU's financial capacity as shown in the annual change (increase or decrease) in local revenue collection over the past 3 years.</p> <p>Locally-sourced revenue = RPT (basic) + Tax on Business + Other taxes + Regulatory fees + Service/user charge + Receipts from economic enterprise</p>	<p>Office of Local Treasurer</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Data from SREs prepared by Local Treasurer for CYs 2013 to 2015</li> </ul>	<p>Document review</p> <p>Additional Document: Data on average local revenue growth from CYs 2013 to 2015 from DOF-BLGF</p>	<p>Provinces, cities and municipalities: Above "0" average local collection growth for the last 3 consecutive years (2013-2015)</p>



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		<p><b>Growth Rate</b></p> $\text{Growth Rate}_t = \frac{\text{Locally Sourced Revenue}_t - \text{Locally Sourced Revenue}_{t-1}}{\text{Locally Sourced Revenue}_{t-1}} \times 100$ <p><b>Average Growth Rate</b></p> $\frac{\sum_{t=1}^n \text{Growth rate}_t}{n}$ <p>Where: t = {1, 2, ...n} n = total number of growth rates</p>			
5	GSIS obligations payments for 2015: members' premium contributions and loan payments	<p>Adherence to the Government Service Insurance System Act of 1997 Section 5 which states that it is mandatory for GSIS members and employers (i.e. local government units) to pay monthly contributions.</p> <p>Computations: <i>For 2015 member premium payments</i> (GSIS monthly payments remitted by the LGU for 2015 / GSIS monthly billed member premium payables by the LGU) x 100</p> <p><i>For 2015 member loan payments</i> (GSIS monthly loans payment for 2015 / GSIS monthly billed member loans payables by the LGU) x 100</p>	<p>Operations Groups NCR/Luzon/VisMin</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Actual monthly payments made by the LGU to GSIS Central and Branch Offices vis-à-vis actual amount of billing in CY 2015</li> <li>- If with data reconciliation due to inconsistency of LGU data and GSIS: Certification from GSIS-Branch Office stating data reconciliation of payments made for CY 2015</li> </ul>	<p>Document review</p> <p>Additional Document: Data on % of LGU payments for 2015 from GSIS-CO and BO</p> <p><i>Note: In case of inconsistency in LGU data and provided data, RAT to seek certification from GSIS branch office and must fill-out Change Request Form.</i></p>	Provinces, cities and municipalities: At least 100% on payment of members' premiums contribution, and at least 80% overall payment of members' loans



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<b>C. Financing Development</b>					
6.	Functionality of the Local Development Council	<p>LGU compliance with the organization of an LDC according to the provisions under Title VI of LGC 1991 including the council's composition, meetings and functions.</p> <p>(a) Composition (Sec 107) - All mayors of component cities and municipalities (for provinces) and all punong barangays (cities &amp; municipalities); Chairman, Sanggunian's committee on appropriations; Congressman or his representative; NGO representatives who shall constitute not less than one-fourth (1/4) of the council members.</p> <p>Exemption of 1/4 composition: if LGU does not have sufficient number of organized and accredited CSOs.</p> <p>(b) Meetings (Sec 110).- LDC should have met at least once in in 2 consecutive semesters</p> <p>(c) Created an executive committee to represent and act on behalf of the council when it is not in session (Sec 111). This committee is composed of the LCE as the chairman, and the following as members:</p> <p><u>For cities and municipalities:</u></p>	<p>LPDC Sanggunian</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Executive Order or Resolution creating the LDC (with names of member-CSOs and official representatives)</li> <li>- Minutes of the Meetings</li> <li>- List of organized and accredited CSOs</li> <li>- Executive Order creating an LDC executive committee</li> <li>- Copy of approved CDP, or at the very least, a draft CDP with an LDC resolution endorsing CDP for Sanggunian's approval</li> <li>- Copy of approved LDIP, or at the very least, a draft CDP with an LDC resolution endorsing CDP for Sanggunian's approval</li> </ul>	- Interview Document review	Provinces, cities and municipalities: an LGU must comply with all tests of functionality i.e., composition, meetings, ANY TWO socio-economic development plans and policies, and executive committee.



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		<p>Sanggunian's chairman appropriations committee, league of barangays president, and a representative from NGO sectors who are in the council.</p> <p><u>For provinces:</u> The representative of component city and municipal mayors chosen from among themselves, Sanggunian's chairman appropriations committee, provincial league of barangays president, and a representative from NGO sectors who are in the council.</p> <p>(d) Formulated/updated <b>ANY TWO</b> socio-economic development plans and policies:</p> <ul style="list-style-type: none"> <li>- Comprehensive Development Plan (CDP), a 6-year, multi-sectoral development plan which outlines five sectors i.e., social, economic, environmental management, infrastructure, and institutional. Plan must cover year 2017.</li> <li>- Local Development Investment Plan (LDIP), a 3-year plan translating CDP into programs and projects and outlines those that are prioritized by the LGU with corresponding funding source i.e., annual general fund and special fund. Plan must cover year 2017.</li> <li>- Annual Investment Program (AIP) refers to the annual slice of the LDIP's</li> </ul>	- Copy of approved AIP		



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		<p>programs and projects. Approved plan to look into is for year 2017.</p> <p>(e) Created sectoral or functional committees (Section 112)</p> <p>(f) Supported by a secretariat which provides technical assistance, documentation of LDC proceedings, and preparation of reports (Section 113)</p>			
7.	Utilization rate of the 20% component of the annual Internal Revenue Allotment or Development Fund CY 2015	<p>Indicates effective management of available financial resources to help LGUs implement priority development initiatives contained in its local development plans and Annual Investment Program through its Development Fund.</p> <p>Section 287 of RA 7160 provides for the need for LGUs to appropriate at least 20% of its annual IRA for development projects. DILG-DBM JMC 2017-1 dated February 22, 2017 provides for the updated guidelines in the use of the said fund.</p> <p>Fund utilized refers to fund disbursed.</p> <p>Computation: (Total Utilized Fund / Total Fund Allocation) x 100%</p>	<p>Office of the Local Accountant</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Financial Status: 20% component of IRA for CY 2015</li> <li>- Certified Form Prov/CM 2A</li> </ul> <p>Note: Include only 2015 Current Fund and Utilization by December 31, 2015</p> <p>(Note: Cut-off date to be communicated in a separate document)</p>	<p>Document Review</p> <p>Additional Document: Financial Status of 20% component of IRA for CY 2015 from DOF-BLGF</p> <p>Note: In case of inconsistency between LGU data and BLGF, RAT must fill-out Change Request Form for further verification.</p>	Provinces, cities and municipalities: benchmark to be determined once national average is derived
8.	Utilization rate of funding assistance from the BUB-ADM	Indicates effective management of available financial resources to help LGUs	Office of the Local Accountant	Document Review	Cities and municipalities: benchmark to be determined



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	program under DILG from CYs 2013 to 2015 (for cities and municipalities only)	<p>implement development initiatives through funds provided by BUB-ADM under DILG</p> <p>Fund utilized refers to fund disbursed.</p> <p>Computation: (Total Utilized Fund / Total Fund Allocation) x 100%</p> <p>Assistance to Disadvantaged Municipalities (formerly BUB) is an allocation of national government for locally-identified projects that would help a less-abled LGU particularly municipal governments expand basic services and facilities for its constituents.</p>	<p>Documents:</p> <ul style="list-style-type: none"> <li>- Financial Status: BUB-ADM Funds from CYs 2013 to 2015</li> <li>- Certified Form CM 2A</li> </ul> <p>Note: Include only Current Fund and Utilization by end of December of each year</p>	<p>Additional Document: BUB-ADM Fund Status CYs 2013 to 2015 from BUB-ADM PMO</p> <p>Note: The document from BuB-ADM PMO will only serve as a reference to the RAT relative to the amount of allocation per LGU.</p>	once national average is derived





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<b>II. DISASTER PREPAREDNESS</b>					
1	2016 1 <sup>st</sup> Place National Gawad KALASAG Awardee for Best LDRRMCs or Hall of Fame Awardee	<p>Recognition received by the LGU due to the proven effectiveness and efficiency of its LDRRMC, as well as, its capacity to implement DRRM-related projects and activities to build the LGU's resilience to disasters.</p> <p>MC No. 02 s. 2013 stipulates the guidelines for the National Gawad KALASAG for Best LDRRMCs and also states the conferment of the Hall of Fame Award to LGUs which have:</p> <ol style="list-style-type: none"> <li>1. Received a Gawad KALASAG award, for three (3) consecutive years in the same category; and</li> <li>2. A consistent excellent rating (91 to 100%).</li> </ol> <p>The same issuance exempts the Hall of Fame awardees from the Search for 3 years. Qualifying for the exemption are the 2013 to 2016 awardees for this category.</p>	<p>LDRRMO</p> <p>Document: Recognition provided by NDRRMC for 2016 National Gawad KALASAG</p> <p>OR</p> <p>2013 to 2016 Gawad KALASAG Hall of Fame Award</p>	<p>Interview</p> <p>Document review</p> <p>Document: OCD's certified list of National Gawad KALASAG awardees for 2016 and Hall of Fame Awardees</p>	Provinces, cities and municipalities: 2016 1 <sup>st</sup> Place National Gawad KALASAG Awardee for Best LDRRMCs or Hall of Fame Awardee (2013 onwards)
2	LGU's awareness of LGU hazard	Indicates the consciousness of the LGU to potential threats, either natural or man-made	<p>LDRRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Hazard Maps</li> <li>- Risk Maps</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review: LGUs must have a hazard map, at the minimum, MGB's Geohazard Maps, at 1:10,000</li> </ul>	Provinces, cities and municipalities: LGU must know what potential hazards the locality is facing and the steps it has undertaken to prepare for such events.



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			<ul style="list-style-type: none"> <li>- Hazard and Vulnerability Assessment</li> <li>- Climate and Disaster Risk Assessment (CDRA)</li> </ul>		LGU must have at least MGB's Geohazard Maps at 1:10,000
3	Risk and/ or vulnerability assessment is conducted, and information is linked to plans.	Presence of risk and/or vulnerability assessment data gathered by the LGU which are translated into DRR and CCA measures that are integrated or mainstreamed into plans	LDRRMO  Documents: <ul style="list-style-type: none"> <li>- Approved PDPFP (for provinces)</li> <li>- Approved CLUP (for cities and municipalities)</li> <li>- Approved LDRRM Plan</li> <li>- Approved Contingency Plan</li> <li>- Approved LCCAP</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	Provinces, cities and municipalities: Documents must show that results of risk and/or vulnerability assessment or study are integrated in the plan
4.1	Presence of LDRMMC	Compliance of the LGU with the minimum standards on disaster preparedness particularly on the establishment and composition of the LDRRMC pursuant to Rule 5 Sections 2 and 3 of the IRR of RA 10121.	LDRRMO  Document: <ul style="list-style-type: none"> <li>- Executive Order or similar issuance creating the LDRRMC</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	Provinces, cities and municipalities: LDRRMC composition should show CSO and private sector membership and the names of representatives.  As provided by law, there should be 4 accredited CSO members, and one representative from the private sector.



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4.2	Plantilla LDRRMO (Head of Office) and staff complement	<p>Compliance with the minimum requirements of the establishment of an LDRRM Office which shall head the development and implementation of programs or strategies relative to disaster-related concerns pursuant to RA 10121 Sec. 12 and NDRRMC-DILG-DBM-CCC JMC 2014-1 re <i>Implementing Guidelines for the Establishment of LDRRM Offices or BRGY DRMM Committee in LGUs</i>.</p> <p>JMC 2014-01 provides for the creation of at least 4 statutory DRRM positions in all LGUs: 1 LDRRM Officer in a <i>plantilla</i> position and 3 DRRM staff.</p> <p>Rule 6 Section 3 of the IRR of RA 10121 provides the qualification of the LDRRM Officer as follows: (1) civil service eligible and (2) have a Civil Defense or DRM experience.</p> <p><i>Plantilla</i> means permanent position.</p>	<p>LDRRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Ordinance creating the LDRRM Officer as <i>plantilla</i> position, or Executive Order or similar issuance in the case of designation</li> <li>- CSC Certificate of Appointment of LDRRMO or an EO or similar issuance for the designation of LDRRMO and staff complement.</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	<p>For Provinces and HUCs: <i>plantilla</i> LDRRMO head and at least 3 staff complement</p> <p>For ICCs, CCs and 1st to 3rd class municipalities : <i>plantilla</i> LDRRMO head and 1 staff complement</p> <p>For 4th to 6th class municipalities: at least a designated LDRRMO and 1 staff complement (<i>provided that position for plantilla LDRRMO Head has already been created</i>)</p> <p>Note: Staff complement can be designated.</p>
5	Availability of plans and documents that integrate DRR and CCA-related measures: PDPFP/CLUP, LDRRM Plan, LCCAP Contingency Plan, , Zoning	<p>Presence of legally mandated local plans that will help the LGUs identify, strategize, and allocate resources in alignment with DRRM and CCA considerations. Plans can be term-based (i.e. 2014 to 2017) or annual (i.e. 2017) as long as they are still valid and can still be used for the current year.</p> <p>Approved PDPFP are those which are endorsed by both the PPDDC and the</p>	<p>LPDC</p> <p>LDRRMO</p> <p>Local Budget Officers</p> <p>Local Accounting Officers</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Certified Form Prov/CM 2C</li> <li>- Certified Form CM 2E</li> </ul>	<ul style="list-style-type: none"> <li>• Document review</li> <li>• Photo/Scan for proof of presence of the plans</li> </ul> <p>Additional Documents:</p> <ul style="list-style-type: none"> <li>• PDPFP and CLUP: Certified list</li> </ul>	<p>Provinces must have the following:</p> <ul style="list-style-type: none"> <li>• Approved PDPFP</li> <li>• Approved LDRRM Plan</li> <li>• Approved AIP integrating LDRRM Plan for 2017</li> <li>• Approved LCCAP</li> <li>• Any of the two: Approved Contingency Plan; % utilization of LDRMM Fund –</li> </ul>



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	Ordinance, CBDRRM Plan, Annual Investment Program (AIP)	<p>Governor.</p> <p>Updated CLUP are those CLUP approved from year 2007 to 2017.</p> <p>If LCCAP is not a separate document, this may have been integrated in the CLUP or LDRRM Plan (to be subjected for review). LCCAP will be considered as already integrated as climate change adaptation strategies in CLUP if approved from 2012 to 2017.</p> <p>The LDRRM Plan must be incorporated in the AIP, with expenditures made for CCA-DRR activities under the current appropriations detailed in the LDRRM Fund Utilization Report (or other applicable local government form).</p>	<ul style="list-style-type: none"> <li>- Approved PDPFP/CLUP and Zoning Ordinance</li> <li>- Certification from PLUC or Regional HLURB: If CLUP has expired in 2015 or earlier, CLUP must be currently undergoing review by PLUC or HLURB</li> <li>- Certification from PLUC or Regional HLURB If CLUP expired in 2016, efforts to update must be ongoing (at least first draft submitted not earlier than 2013)</li> <li>- Approved LDRRM Plan</li> <li>- Approved Contingency Plan</li> <li>- Approved LCCAP</li> <li>- List of barangays with approved CBDRRM Plan</li> <li>- List of barangays with approved DRR-</li> </ul>	<p>collected from NEDA and HLURB</p> <p>Note: In case of inconsistency in LGU data and provided data, RAT must fill-out Change Request Form for further verification.</p>	<p>(benchmark to be determined once national average is derived)</p> <p>Cities and 1<sup>st</sup> to 3<sup>rd</sup> class municipalities must have the following:</p> <ul style="list-style-type: none"> <li>- Approved CLUP and Zoning Ordinance</li> <li>- Approved LDRRM Plan</li> <li>- Approved AIP integrating LDRRM Plan for 2017</li> <li>- Approved LCCAP</li> <li>- At least 50% of barangays have CBDRRM plans (full-blown or one-pager matrix OR at the minimum 50% of barangays with DRR-related PPAs which includes efforts involving the communities, with budget and approved by the Barangay Development Council)</li> <li>- Any of the two: Approved Contingency Plan; % utilization of LDRMM Fund – (benchmark to be determined once national average is derived)</li> </ul>



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			related PPAs which includes efforts involving the communities - Approved 2017 AIP and Sanggunian Resolution approving the same		4 <sup>th</sup> to 6 <sup>th</sup> class municipalities: must have the following: - Approved CLUP and Zoning Ordinance - Approved LDRRM Plan - Approved AIP integrating LDRRM Plan for 2017 - Approved LCCAP - Any of the following: At least 50% of barangays have CBDRRM plans (full-blown or one-pager matrix OR at the minimum 50% of barangays with DRR-related PPAs which includes efforts involving the communities, with budget and approved by the Barangay Development Council); approved Contingency Plan; % utilization of LDRMM Fund – (benchmark to be determined once national average is derived)
6	Utilization rate of LDRRMF's 70% allocation for disaster prevention and mitigation,	Section 21 of RA 10121 indicates that the LDRMM Fund must be at least 5% of the estimated revenue from regular sources to support activities related to disaster risk management which includes training, purchase of disaster response and rescue	LDRRMO Local Accounting Office  Documents:	- Interview - Document review	Provinces, Cities and Municipalities: benchmark to be determined once national average is derived



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	preparedness, response, rehabilitation and recovery	<p>equipment, supplies and medicines, for post-disaster activities, and payment of premiums on calamity insurance.</p> <p>30% of the fund goes to Quick Response Fund (QRF) while the remaining 70% is allocated for disaster prevention and mitigation, preparedness, response, rehabilitation and recovery.</p> <p><i>How to compute % allocation for LDRRMF:</i> (LDRRMF Allocated / Estimated Total Revenue from Regular Sources) x 100</p> <p><i>How to compute for % utilization:</i> % utilization of the 70% LDRRMF = (Total Amount Utilized / Total Amount Allocated) x 100</p>	<p>- Certified Form Prov/CM 2A</p> <p>- Signed Report on Utilization of LDRRMF</p> <p>Note: Include only Current Fund and Utilization by December 2015 and 2016</p>		
7	Presence of early warning system	<p>Section 12 of RA 10121 mandates LGUs through their LDRRMOs to operate a "multi-hazard early warning system" linked to DRR to provide accurate and timely advice to national or local emergency response organizations and the general public, through diverse mass media, particularly radio, landline communications, SMS (thru text blasts) and technologies for communication within rural communities.</p> <p>EWS, stated in Sec 3 of RA 10121, is defined as "set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened</p>	<p>LDRRMO</p> <p>Document: Posted information on EWS</p> <p>Actual EWS</p>	<ul style="list-style-type: none"> <li>- Interview (LDRRMO &amp; residents)</li> <li>- On-site inspection to capture in a photo the actual presence or condition of EWS (marker per hazard, audible alarm system, rain gauge, posted information on EWS)</li> </ul>	<p>Provinces, cities and municipalities must have:</p> <ul style="list-style-type: none"> <li>- One marker per hazard area</li> <li>- Audible and wide-ranging warning and alarm system (e.g siren, church bell, radio)</li> <li>- Automated rain gauge OR indigenous technology to measure amount of rainfall</li> <li>- Info on EWS in conspicuous places (e.g. public market, LG building)</li> </ul>



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		by a hazard to prepare and act appropriately and in sufficient time to reduce the possibility of harm or loss.			
8	Established evacuation center management	<p>DSWD-DILG-DOH-DepED JMC No. 1, series of 2013, provides guidelines on evacuation center coordination and management particularly for LGUs to guide them on how to manage evacuation centers and on how to determine opportunities to coordinate, collaborate and cooperate with other stakeholders to facilitate the provision of essential services to victims of disasters.</p> <p>Evacuation center refers to any site or center hosting evacuees which include but not limited to schools, covered courts, barangay/community halls, camping areas, collective centers, abandoned houses/buildings, multi-purpose centers and/or established "tent cities".</p>	<p>LDRRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- List of evacuation centers</li> <li>- Accomplished registration document for evacuees OR system of registration stated in the Standard Operating Procedures or similar document</li> <li>- Copy of evacuation center information guide</li> <li>- Certified Form Prov/CM 2E</li> <li>- Copy of a sample evacuation guide</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> <li>- On-site inspection by RAT to capture in a photo the site of at least one evacuation center</li> </ul>	<p>Provinces, cities and municipalities must have:</p> <ul style="list-style-type: none"> <li>- Identified evacuation center</li> <li>- System for registration of evacuees and information guide</li> <li>- Localized information guide with facilities or map</li> </ul> <p>Additional for cities and municipalities:</p> <ul style="list-style-type: none"> <li>- At least 50% of brgys with evacuation guides</li> </ul>
9	Organized, equipped and trained Search and Rescue or Emergency Response Teams	<p>Section 12 of RA 10121 mandates the LDRRMO to "organize, train, equip and supervise local emergency response teams", and to provide continuing training to improve the competence of staff in civil defense and DRRM.</p> <p>Motorized vehicle is an LGU-owned, either land, air, or water, mobile that has the</p>	<p>LDRRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- List of organized teams and personnel complement for the last 3 years</li> <li>- Inventory of equipment</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> <li>- On-site inspection of equipment to capture in a photo actual availability of equipment</li> </ul>	<p>Provinces, cities and municipalities: must have the following:</p> <ul style="list-style-type: none"> <li>- Teams organized within the last three (3) years</li> <li>- With equipage (water rescue kit, extrication kit, personal protective gear,</li> </ul>





Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		<p>capacity to carry and transport people from one place to another place in times of disaster.</p> <p>First aid kit, at the minimum, contains: adhesive strips, medical tape, conforming bandage, triangular bandage, wound dressing, swabs antiseptic, scissors, tweezers, safety pin, disposable gloves, plastic bag, first aid instruction booklet.</p> <p>Emergency medical kit or survival kit, at the minimum, contains food, water, flashlight, battery, radio, medications and medical items, whistle and other signaling device.</p>	<ul style="list-style-type: none"> <li>- Accomplishment report of trainings provided to SAR (with photos)</li> <li>- Terminal or Post Activity Report for trainings</li> </ul>		<p>first aid kit and emergency medical kit</p> <ul style="list-style-type: none"> <li>- Trained in flood/swift water / ravine search and rescue, and basic life support within the last three (3) years</li> </ul>
10	System of prepositioning goods and resources	<p>Presence of systems that facilitate the deployment and management of pre-determined goods and resources even before the event of disasters.</p> <p>Indicates level of LGU readiness with the ability to provide for immediate essential needs such as relief goods, medical support and medicines.</p> <p>MOA can be forged with suppliers such as supermarkets for the prepositioning of relief goods and other supplies, and pharmacies for medical supplies based on Rule 4 Section 4 (14) of the IRR of RA 10121.</p>	<p>LDRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Memorandum of Agreement or other documents indicating arrangements: volunteer groups, supermarkets/ pharmacies, medical groups or and/or psycho-social professionals, security system</li> <li>- Security services indicated in the Standard Operating Procedures or in the</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> <li>- On-site inspection of stockpiled goods to capture in a photo actual availability</li> </ul>	<p>Provinces, cities and municipalities must meet the following:</p> <ul style="list-style-type: none"> <li>- Mobilization and management of volunteer groups</li> <li>- Relief operations (in case of stockpiling, the LGU must be able to prepare at least 500 food packs and 500 hygiene kits</li> <li>- Medical and and/or psycho-social support</li> <li>- Security services</li> </ul>





Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
			Security Plan of the PNP		
11	Availability of Standard Operating Procedures: ICS, LDRRM Operations Center, and pre-emptive and forced evacuation	<p>Presence of DRRM-related mechanisms, process and structures adopted by the LGU to ensure effective coordination and monitoring of actions in the event of disasters.</p> <p>Incident Command System is a temporary organization and an on-scene disaster response that will be activated in response to disasters or emergencies pursuant to NDRRMC MC. No 04, s. 2012.</p> <p>The establishment of LDRRMM operations Center is pursuant to Rule 6 Section 4 (24) of the IRR of RA 10121. Based on the Disaster Preparedness Minimum Standards, the OpCen must (1) be able to function 24/7 (3 shifts); (2) have a dedicated officer; and (3) develop and implement Standard Operations and Procedures and the Contingency Plan.</p> <p>For provinces and cities, the OpCen must be located in a low risk area. For municipalities, it must be located in an area least exposed to landslide, flood and storm surge).</p> <p>Preemptive and forced evacuation is to be implemented by the LGU as a course of action during a disaster or emergency where there is a high threat of loss of lives</p>	<p>LDRRMO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Standard Operating procedures (whether a separate document or contained in the LDRRM Plan)</li> <li>- EO or similar issuance on the activation of LDRRM OpCen in case it is temporary or functions 24/7 only during disasters</li> <li>- EO or similar issuance establishing an Incident Command System</li> <li>- EO or equivalent issuance on preemptive and forced evacuation</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> <li>- Onsite inspection of LDRRM Operations Center to capture in a photo actual presence of the facility</li> </ul>	<p>Provinces and HUCs must meet the following:</p> <ul style="list-style-type: none"> <li>- Presence of SOP</li> <li>- Presence of ICS</li> <li>- Presence of permanent LDRRM OpCen (functioning 24/7)</li> <li>- Established pre-emptive and forced evacuation</li> </ul> <p>ICCs and component cities must meet the following:</p> <ul style="list-style-type: none"> <li>- Presence of SOP</li> <li>- Presence of ICS</li> <li>- Presence of LDRRM OpCen (temporary, at least functioning 24/7 during disasters)</li> <li>- Established pre-emptive and forced evacuation</li> </ul> <p>Municipalities must meet the following:</p> <ul style="list-style-type: none"> <li>- Presence of SOP</li> <li>- Presence of ICS OR LDRRM OpCen (temporary, at least functioning 24/7 during disasters)</li> <li>- Established pre-emptive and forced evacuation</li> </ul>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		within an identified area pursuant to DILG MC No. 2012-3			



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
<b>III. SOCIAL PROTECTION</b>					
1	2016 Seal of Child-friendly Local Governance recipient  <i>(for cities and municipalities only)</i>	Award given to LGUs in recognition of their vital role in promoting children's rights to survival, development, protection and participation as well as in ensuring child-friendly governance.  Award is given based on the results of the 2016 Child-friendly Local Governance Audit (CFLGA).	LSWDO  Document: Certificate provided by CWC for 2016 Seal of Child-friendly Local Governance (SCFLG)	- Interview - Document Review  Document: CWC/DILG-NBOO's Certified list of 2016 SCFLG awardees  <i>Note: In case of inconsistency in LGU data and provided data, RAT must fill-out Change Request Form for further verification</i>	Cities and municipalities: 2016 National Seal of Child-friendly Local Governance Recipient
2	Completion rate of 2016 LSB Plan or Utilization rate of fund provided for the purpose	Attainment of the plans and programs targeted in the LSB plan for 2016.  As reiterated in DBM-DEPED-DILG JMC 01-2017, the following may be funded out of Special Education Fund (SEF):  1. Operation and maintenance of public schools (e.g. payment of compensation/allowances of teachers) 2. Construction and repair of school buildings 3. Facilities and equipment (e.g. internet connection, maintenance, etc.)	DepEd-Superintendent or DepEd representative in the LSB  Documents: - Certified Form Prov/CM 2D - 2016 Accomplishment Report of LSB Plan - 2016 Financial Report of LSB Plan	- Interview - Document review	Provinces, cities and municipalities: Must have achieved 80% completion rate on either PPAs or utilization rate of fund allocation



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		4. Educational research other than the research subject areas funded in the DepEd budget 5. Purchase of books and periodicals 6. Expenses for school sports activities			
3	Presence of mechanism for handling cases filed in VAWC desks and % of barangays submitting quarterly VAWC reports  <i>(for cities and municipalities only)</i>	<p>Establishment of LGU facility where cases filed in barangays relative to violence against women and children, such as physical, sexual and psychological abuse, can be reported and referred to pursuant to RA 9262 and RA 9710.</p> <p>LGU mechanism must be able demonstrate the step-by-step process of handling cases from filing to referral to resolution.</p> <p>Section 47 of the IRR of RA 9262 states the duty of the barangay in developing a system of recording and reporting cases of VAWC and assistance provided to victims. Report is to be submitted to the LSWDO.</p>	LSWDO  Documents: - Executive Order or similar issuance specifying LGU mechanism, e.g., reporting and referral, in handling VAW cases filed in barangays VAWC and/ or similar entities - Certified Form CM 2H - Monitoring Report of the Submission of Barangay Quarterly VAWC Reports for CY 2016	- Interview - Document review	Cities and municipalities: - Executive Order or similar issuance specifying LGU mechanism, e.g., reporting and referral, in handling VAW cases filed in barangays VAWC and/ or similar entities - 100% of barangays with VAWC Desk - at least 70% of barangays have submitted their quarterly VAWC reports for CY 2016 3 <sup>rd</sup> and 4 <sup>th</sup> quarters
4	Local Code for Children	<p>Measures the effectiveness of LGU's policies, programs and services for children to promote, safeguard and support their core rights to survival, development, protection and participation.</p> <p>The Local Code for Children is one of the expected outputs of the Local Council for the Protection of Children pursuant to RA 9344.</p>	LCPC  LSWDO  Document: - Ordinance approving the Local Code for Children - In case the city or municipality adopted	- Interview - Document review	Provinces, cities and municipalities: Must have an updated Local Code for Children



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
			<p>the Provincial Local Code of Children: Resolution stating the adoption of the said Code in the city or municipality</p> <p>- In case the Local Code for Children is integrated in another code (e.g Code of General Ordinances), copy of said Code or ordinance will be the MOV</p>		
5	2016 Philhealth-accredited main health facilities	Presence of LGU hospitals or health facilities accredited by Philhealth to be capable of delivering particular health services.	<p>P/C/MHO</p> <p>Document: Copy of 2016 Philhealth accreditation</p> <p><i>(Note: Cut-off date to be communicated in a separate document)</i></p>	<p>Document Review</p> <p>Additional Document: List of Philhealth-accredited provincial, city or municipal health facilities or rural health units from Philhealth-CO</p> <p><i>Note: In case of inconsistency in LGU data and provided data, RAT must fill-out Change Request Form for further verification.</i></p> <p><i>Special case: An LGU which does not subject its RHU or</i></p>	<p>Provinces: at least one accredited LGU-managed main hospital or health facility</p> <p>Cities: at least one LGU-managed main hospital or health facility accredited for all 3 – MCP, PCB and TB-DOTS</p> <p>Municipalities: at least one LGU-managed health facility or rural health unit accredited for MCP, and either PCB or TB-DOTS</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
				hospital for accreditation due to the presence of accredited provincial or district hospital (located in that LGU) where residents avail of health services – will be subjected to the Change Request process for further verification of Philhealth. A copy of the Philhealth accreditation of the facility must be attached.	
6	Presence of GAD Mechanism	Refers to institutional mechanisms for gender mainstreaming required by MCWIRR Section 37. Specifically, the mechanisms are:  (a) GAD Focal Point System (b) Updated GAD Code (c) LGU GAD database (d) Documentation through the 2016 GAD accomplishment report (e) CY 2017 GAD Plan and Budget (f) 100% of barangays with VAWC desk	Office: Office of the Local Chief Executive, P/C/MPDO, LGU GFPS, SB/SP, LSWDO  Document: - E.O or similar issuance on the creation, strengthening and institutionalization of LGU GAD Focal Point System - Ordinance approving the Local GAD Code - If city or municipality adopted the Provincial GAD Code,	- Interview - Document review	Provinces: at least 4 of the mechanisms  Cities: at least 5 of the mechanisms  Municipalities: at least 4 of the mechanisms



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			<ul style="list-style-type: none"> <li>resolution adopting the said Code.</li> <li>- Printed / electronic /online GAD database or information management system that can generate gender statistics, and sex-disaggregated data</li> <li>- CY 2016 GAD Accomplishment Report</li> <li>- Certification issued by DILG-Field Office stating that CY 2017 GAD Plan has been reviewed or, at the minimum, submitted for review.</li> <li>- List of barangays with VAW Desks/Monitoring Report of the Submission of Barangay Quarterly VAWC Reports</li> <li>- Certified Form CM 2H</li> </ul>		
7	Compliance with the Accessibility Law	<p>Adherence to structural features of LGU buildings to facilitate accessibility and mobility of persons with disabilities pursuant to BP 344.</p> <p>Specifications for wheelchair-accessible toilets:</p>	<p>Provincial Capitol or City/Municipal Hall</p> <p>LGU-managed hospital / health facility or RHU</p> <p>Documents:</p>	<ul style="list-style-type: none"> <li>- On-site inspection to capture photo of actual existence of facilities</li> <li>- Use of gradient tool to test ramp</li> </ul>	<p>Provinces, cities and municipalities must have:</p> <ul style="list-style-type: none"> <li>- Entrance or exit of the LG buildings: ramps with 2-level handrails on both sides, and which passed</li> </ul>



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		<ul style="list-style-type: none"> <li>- .90m door entrance width clearance, and 2.25 sq.m. turning space with a minimum dimension of 1.50m for wheelchairs.</li> </ul>	<ul style="list-style-type: none"> <li>• In case the LG building is a historical site as certified by the NHIP: copy of NHIP certification</li> <li>• In case the LG building is under construction: copy of building plan which must indicate that the establishment of a ramp is one of its features</li> </ul>	<ul style="list-style-type: none"> <li>- Document review, if applicable</li> </ul> <p><i>Note: All documentations are subject for review by the BLGS or NCDA.</i></p>	<p>the Ramp Gradient Finder Test</p> <ul style="list-style-type: none"> <li>- PWD Toilet that is wheelchair-accessible (can enter/exit and has a turning space in the toilet) and with L-shaped grab bars</li> </ul> <p>Exemptions for ramps in the entrance or exit LG buildings:</p> <ul style="list-style-type: none"> <li>- Ground level entrance or exit</li> <li>- With dropped curb due to an elevation of short distance and its lowest point does not exceed 25 mm from the road or gutter</li> <li>- With special lift or elevator at the ground level</li> <li>- LGU has facility or building catering to all PWD-related concerns or services</li> <li>- LG building is a historical site</li> <li>- LG building is under construction</li> </ul> <p>Exemption for ramps and handrails made with materials other than concrete (steels and cement): Ramp must be</p>





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					<p>installed permanently, passable, durable, and meets the minimum requirement (handrails on both sides, and must pass the ramp gradient tool).</p> <p>Exemption for having ramps with only one handrail: If ramp is adjacent to a wall and has a width less than 1.20m.</p>
8	<p>Indigenous Peoples Mandatory Representation in the Sanggunian</p> <p><i>(applicable only to LGUs with IPs whose representative in the Sanggunian has received a Certificate of Affirmation or COA from NCIP)</i></p>	Participation of indigenous peoples in local governance particularly in the Sanggunian pursuant to RA 8371 or the IPRA Law, DILG MC 2010-119 and DILG-NCIP JMC series of 2011	<p>Sanggunian</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Certificate of Affirmation received by IPMR</li> <li>- At least one payroll each: CY 2016 and CY 2017</li> <li>- Minutes of the Meetings for CY 2016 4<sup>th</sup> quarter and CY 2017 1<sup>st</sup> quarter</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul> <p>Additional Document: List of LGUs with Certificate of Affirmation and the corresponding status of the IPMR in the sanggunian</p> <p><i>Note: In case of inconsistency in LGU data and provided data, RAT must fill-out Change Request Form for further verification</i></p>	<p>Provinces, cities and municipalities whose IPMR has COA must meet the following:</p> <ul style="list-style-type: none"> <li>- IPMR is seated in the sanggunian</li> <li>- IPMR receives compensation and other regular benefits of a Sanggunian Member</li> <li>- IPMR attends meetings as indicated in the minutes</li> </ul>
9	Presence of LGU-managed residential care	Capability of the LGU to advance the welfare and well-being of the vulnerable sectors such as children women, PWD and senior citizen with the provision of care facilities such as	<p>LSWDO</p> <p>Document:</p>	<p>Document Review</p> <p>Additional Document:</p>	Provinces and HUCs: At least one accredited LGU-managed residential care facility for the vulnerable



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	facility for the vulnerable sectors  (for provinces and HUCs only)	Bahay Pag-asa or Youth Home, Group Homes and other similar entities pursuant to RA 10630, RA 9710, RA 7277, RA 9994, and RA 7432, which are LGU-managed or owned.  Certification must be updated as of December 2016.	<ul style="list-style-type: none"> <li>- Valid Certification of LGU-managed residential care facility from DSWD</li> <li>- In case residential care facility is not LGU-managed but LGU provides support to it: Valid DSWD accreditation of the said residential care facility and Memorandum of Agreement stating arrangements or support provided</li> <li>- If newly-built facility (less than 1 year in operations): certified proof of establishment</li> <li>- If on-going accreditation: letter or feedback from DSWD re initial findings and schedule of next visit / inspection</li> </ul>	List of residential care facilities accredited by DSWD-CO	sectors (e.g. women, children, senior citizens and PWDs)
10	LSWDO is a registered social worker	Presence of competent manning complement for the Local Social Work and Development Office.  Rule 111 of the IRR of RA 9433 states that each LGU must appoint a duly licensed social worker as LSWDO.	LSWDO  Documents: <ul style="list-style-type: none"> <li>- Registered Social Worker's PRC License: Number and Validity OR claim stub from PRC if registered</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> <li>- Photo to capture the PRC license or claim stub of the registered social worker</li> </ul>	Provinces, cities and municipalities: LSWDO is a registered social worker  Exemption: In the case where the head of Office was hired prior to the enactment of RA 9433 or the Magna Carta for



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		License must still be valid.	LSWDO has just recently filed renewal of license - CSC Certificate of Appointment		Social Workers, there must be at least a registered social worker serving as technical staff in the office.
11 & 12	Absence of illegal dwelling units OR LGU- initiated efforts for resettlement of informal settlers  (For cities only)	Local Government Code of 1991 (Republic Act No. 7160) and the Urban Development and Housing Act of 1992 (Republic Act No. 7279) stipulates the mandate of LGUs to provide for the housing needs of "homeless constituents".  LGU efforts include: (a) Enactment of local legislation to ban illegal settlements, relocate and/or integrate illegal settlers (b) Creation of a task force to ensure control, prevention or removal of illegal dwelling units (c) Housing projects	CPDO, LSWDO  Document: - Certified Form CM 2F - Ordinance banning illegal settlements, relocation, and/or reintegration of informal settlers - EO or similar issuance creating a task force for the control, prevention or removal of illegal dwelling units - Approved Local Shelter Plan ( for the past 5 years) - Status or accomplishment report of housing projects	- Interview (including local residents) - On-site inspection - Document review	Cities: No illegal dwelling units OR at least one (1) LGU- initiated effort for resettlement of informal settlers



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<b>IV. PEACE AND ORDER</b>					
1	LPOC convened, at least, once every quarter	Frequency of LPOC meetings to ensure coordinated efforts among the LGU, civil society, private sector, academe and the citizenry in the suppression of criminality and maintenance of peace and order in the locality.	LPOC  Documents: - Certified Form Prov/CM 2G - Minutes of the Meetings for the 2016 4 <sup>th</sup> quarter and 2017 1 <sup>st</sup> quarter	- Interview - Document review	Provinces, cities and municipalities: LPOC convened, at least once every quarter particularly for 2016 4 <sup>th</sup> quarter and 2017 1 <sup>st</sup> quarter
2	Adopted a Local Anti-Criminality Action Plan for CY 2016 (whether a separate plan or embodied in the Integrated Area Community Public Safety Plan or Local Peace & Order, and Public Safety Plan) and at least 75% implementation or utilization rate of fund allocation	Support of the LGU to the LACAP (whether in the IA-CPSP or POPS Plan) to facilitate the maintenance of peace and order and public safety within the locality	Local PNP  Documents: - Certified Form Prov/CM 2G - 2016 LACAP Accomplishment Report - 2016 LACAP Financial Report	- Interview - Document review - Photo of LACAP (whether a separate plan or embodied in the Integrated Area Community Public Safety Plan or Local Peace & Order, and Public Safety Plan)	Provinces, cities and municipalities: Adopted plan, and 75% completion rate of activities in the 2016 LACAP and 75% utilization rate of fund allocated for the purpose
3	Provision of logistical support to the PNP	Extent of assistance of the LGU to support the operations and maintenance of the local police station	Local PNP  Documents: - Certified Form Prov/CM 2G	- Interview - Document review	Provinces, cities and municipalities: With logistical support provided such as ammunition, communication, vehicles, police station, supplies for CY 2016 4 <sup>th</sup> quarter and CY 2017 1 <sup>st</sup> quarter



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
4	Organized and trained BPATs, barangay tanods, and/or any similar unit  <i>(for cities and municipalities only)</i>	Participation of community volunteers in helping maintain peace and order and public safety within the community through the BPATs, barangay tanods, and/or any similar unit for the purpose	Local PNP  Documents: - Certified Form Prov/CM 2G - List of barangays with organized BPATs, barangay tanods, and/or other similar units - List of barangays with trained BPATs, barangay tanods, and/or other similar units	- Interview - Document review	Cities and municipalities: 100% of barangays must have organized BPATs, barangay tanods, and/or any similar unit  90% of barangay with trained BPATs, barangay tanods, and/or any similar unit <i>(trained within the last three years)</i>
5	Joint LGU-PNP activities contained in the 2016 LACAP whether a separate plan or embodied in the Integrated Area Community Public Safety Plan or Local Peace & Order, and Public Safety Plan)  <i>(for provinces only)</i>	Partnership between the LGU and the PNP in the implementation of programs or activities contained in the LACAP or IA-CPSP or POPS Plan	Local PNP  Documents: - Certified Form Prov 2G - 2016 LACAP Accomplishment Report	- Interview - Document review - Photo of joint LGU-PNP activity	Provinces: At least 3 joint LGU-PNP activities
6	Activated and functional Local	LGU compliance with the organization of ADACs with particular focus on efforts to curb	P/C/MADAC Local PNP	- Interview - Document review	Provinces: Must comply with all criteria: composition,



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	Anti-Drug Abuse Council	<p>illegal drug activities pursuant to RA 9165 Comprehensive Dangerous Drugs Act of 2002 and pertinent DILG MCs MC 98-227, 2009-09, 2012-94, 2015-63, 2016-98</p> <p>(a) Composition (MC 98-227, 2012-94)</p> <ul style="list-style-type: none"> <li>- Chairman: Governor/City/Municipal Mayor</li> <li>- Vice Chair: PNP Provincial / City Director / Chief of Police</li> <li>- Members: (1) DILG Provincial Director (in the case of provinces); (2) DepEd Division Superintendent / District Supervisor; (3) DOJ Provincial / City Prosecutor / Municipal Judge; (4) Provincial/City/Municipal Health Officer; (5) Provincial/City/Municipal Social Welfare Officer; (6) Provincial/City/Municipal Information Officer; (7) NGO / Socio-Civic Group Representative; (8) religious group representative</li> </ul> <p>(b) Meetings – ADAC should have met at least once in every quarter</p> <p>(c) Local Ordinance that supports activities to support or strengthen illegal drug awareness and related LGU programs (MC 2009-09)</p> <p>(d) Budget appropriated to support and strengthen illegal drug awareness and related LGU programs (MC 2009-09, 2012-94) as stipulated in the a separate plan in</p>	<p>Local Budget Office Local Sanggunian</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Certified Form Prov/ CM 2C</li> <li>- Certified Form Prov/ CM 2G</li> <li>- Minutes of the Meetings for the 2016 4<sup>th</sup> quarter and 2017 1<sup>st</sup> quarter</li> <li>- CY 2017 P/C/MADAC Plan</li> <li>- CY 2017 POPS Plan</li> <li>- EO or similar issuance creating / activating P/C/MADAC</li> <li>- Local ordinance or similar issuance in furtherance of RA 9165 or Resolution endorsing programs and strategies to curb illegal drug activities</li> <li>- 2017 Local Annual Budget</li> <li>- 2017 Annual Investment Program</li> </ul>		<p>meetings (ADAC convened at least once in CY 2016 4<sup>th</sup> quarter and 2017 1<sup>st</sup> quarter), ordinance or similar issuance enacted, and budget appropriated.</p> <p>Cities and Municipalities: Must comply with all criteria: composition, meetings (ADAC convened at least once in CY 2016 4<sup>th</sup> quarter and 2017 1<sup>st</sup> quarter), ordinance or similar issuance to support activities to strengthen illegal drug awareness and related LGU programs, budget appropriated, and at least 50% of all barangays with executive order or similar issuance in the implementation of the MASA MASID program</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		<p>the CY 2017 ADAC Plan or as integrated in the POPS Plan – substantial amount from the local annual budget to enforce provisions of RA 9165 (Comprehensive Dangerous Drugs Act of 2002) prioritizing preventive or educational programs and the rehabilitation or treatment of drug dependents (Sec. 51 and 53, RA 9165, MC 2009-09)</p> <p>(e) Support to the implementation of MASA MASID (Mamamayang Ayaw sa Anomalya, Mamamayang Ayaw sa Iligal na Droga) Program in the barangays (MC 2016-116) through the issuance of executive order or similar issuance</p>	<ul style="list-style-type: none"> <li>- Status report on MASA MASID implementation in the barangays</li> <li>- Sample barangay EO or similar issuance on the implementation of MASA MASID program</li> </ul>		
7	<p>Increase in the percentage of drug-cleared barangays</p> <p><i>(for cities and municipalities only)</i></p>	<p>Measures the effectiveness of local efforts to eradicate the proliferation of the use of illegal drugs.</p> <p>DILG MC 2015-63 revitalizes the Barangay Drug Abuse Councils and their crucial role in drug clearing operations as also stipulated in Section 391 of the LG Code.</p> <p>Comparison of data by the end of December 2016 and as of end of March 2017.</p> <p>% of drug-cleared barangays= (Total number of drug-cleared barangays / Total number of reported drug-affected barangays) x 100%</p> <p>There is an increase in drug-cleared barangays if % cleared by March 31, 2017 is</p>	<p>Local PNP PDEA</p> <p>Document:</p> <ul style="list-style-type: none"> <li>- Certified Form CM 2G</li> <li>- Local PNP/ PDEA resolution on drug-cleared barangays</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	<p>Cities and Municipalities: increase in the percentage of drug-cleared barangays as of March 31, 2017 compared to December 31, 2016</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		higher than % cleared as of December 31, 2016.			
8	Logistical support to Katarungang Pambarangay  <i>(for cities and municipalities only)</i>	Extent of assistance provided to barangays in support of the implementation of Katarungang Pambarangay as an alternative venue for the resolution of disputes in the community pursuant to Section 422 of the LG Code	Local Budget Office  Document: - Certified Form CM 2C - 2017 Local Annual Budget - 2017 Annual Investment Program	- Interview - Document review	Cities and Municipalities: With logistical support provided such as communication, vehicles, supplies for 2017
9	Firecracker and pyrotechnic devices regulation  <i>(for cities and municipalities only)</i>	LGU compliance on regulating the sale, manufacture, and use of firecrackers and other pyrotechnic devices pursuant to DILG MC 2016-176 and RA 7183	Local Sanggunian LPOC  Document: - Ordinance or similar issuance stating total ban of firecrackers and pyrotechnic devices OR designating specific zones for manufacturing, display and exhibition of firecrackers	- Interview - Document review	Cities and Municipalities: must have an ordinance or similar issuance stating total ban of firecrackers and pyrotechnic devices OR designating specific zones for manufacturing, display and exhibition of firecrackers





Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
<b>V. BUSINESS-FRIENDLINESS AND COMPETITIVENESS</b>					
1a	Ranked among the Top 50 of the Competitiveness Index as assessed by NCC for 2016 <i>(for cities and municipalities only)</i>	Recognition of the LGU's exceptional and substantial efforts and practices in promoting and enticing business, investment and employment through its services, facilities or infrastructures and innovations as assessed by the National Competitiveness Council.  NCC has identified 50 cities (25 HUCs and 25 ICCs and component cities) and 50 municipalities (25 1st to 2 <sup>nd</sup> class municipalities and 25 3rd to 6th class municipalities).	LEIPO  Document: Recognition received from NCC	Interview  Document: List from NCC on the 2016 Top 50 LGUs	Cities and municipalities: LGU must belong to the top 50 cities and municipalities of the Competitiveness Index for 2016
1b	Finalist of PCCI's Most Business Friendly LGUs Award for 2016	Recognition of the LGU's exceptional and substantial efforts and practices in promoting and enticing business, investment and employment through its services, facilities or infrastructures and innovations as assessed by the Philippine Chamber of Commerce	LEIPO  Document: Recognition received from PCCI	Interview  Document: - List of 2016 Finalists from PCCI	Provinces, cities and municipalities: LGU must be a 2016 Finalist of the PCCI's Most Business-Friendly LGUs Award
2	Presence of LEIPO	Demonstrates that the LGU values the promotion of efforts to ensure local economic growth and attract investments with the establishment of an office or designation of personnel intended for it pursuant to DILG MC No. 2010-113.	LEIPO Document: - Executive order or similar issuance creating the LEIPO or designating an officer for LEIP with listed functions, duties and responsibilities - 2016 Accomplishment	Interview - Document review	Provinces and cities: presence of the Local Economic and Investment Promotion Office Municipalities: designated Local Economic and Investment Promotion Officer



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
			report vis-à-vis duties and functions		
3	Presence of Citizen's Charter for securing permits for new business and business renewal (For cities and municipalities only)	<p>LGU efforts to encourage businesses and investments by simplifying business processing and licensing with the establishment of a Citizen's Charter pursuant to the ARTA Law, DILG MC No. 2010-113, DILG-DTI JMC No. 01, s. 2010, DILG MC No. 2016-104, and DILG-DTI-DICT JMC No. 2016-01.</p> <p>A citizen's charter is a tool that facilitates the delivery of quality and prompt services to citizens with clearly defined activities and specified standards, quality, timeframe and responsible officers with commitment from LGU and its citizens.</p>	<p>BPLO</p> <p>Document:</p> <ul style="list-style-type: none"> <li>- Actual posted Citizen's Charter</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Onsite inspection to capture in a photo the Citizen's Charter</li> </ul>	<p>Cities and municipalities: Citizen's Charter must be visible within the BPLO and must be updated to reflect current fees and processing time</p> <p>In accordance with DILG-DTI-DICT JMC No. 2016-01 issued on August 30, 2016, processing time for issuing local permits and licenses, including new business permits should not exceed two (2) working days. <b>The same should be reflected in the Citizens Charter.</b></p>
3	Release of business or mayor's permit within the prescribed period (For cities and municipalities only)	Actual observance of time standards in the release of business or mayor's permit from the time it was applied for pursuant to DILG MC No. 2010-113 and DILG-DTI JMC No. 1, s. 2010 and DILG MC No. 2016-104 and DILG-DTI-DICT JMC No. 2016-01.	<p>BPLO</p> <p>Document</p> <ul style="list-style-type: none"> <li>- Certified Form CM 2B</li> <li>- Sample transactions for renewal and new businesses for 2017</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	<p>Cities and municipalities: Simplified business processing and licensing system: (a) Not more than 5 steps, both for new and renewal of business; (b) Not more than 1 day processing time for business renewal; (c) Not more than 2 days processing for new business.</p>
4	Presence of business one-stop-shop (for cities and municipalities only)	Provision of an office or facility where multiple services are offices where customers or businesses can get most if not all they need in just one location pursuant to DILG MC No. 2010-113, DILG-DTI JMC No. 1, s. 2010 and DILG MC No. 2016-104. This is characterized by the presence of designated full-time staff,	<p>Business One-Stop-Shop, which may be located in the BPLO</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>- Memorandum of Agreement or any document that</li> </ul>	<ul style="list-style-type: none"> <li>- Onsite inspection to capture photos of the BOSS</li> <li>- Document review</li> </ul>	<p>Cities and municipalities: Actual existence of BOSS</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		simplified business process, shortened processing time and functional computer and communication system.	proves the establishment of BOSS – seasonal or all year round		
5	Tracking system for business / investment-related data (for cities and municipalities only)	<p>LGU measure to systematize economic database for the optimal use and reference of the LGU in support of DILG MC No. 2010-113 and DILG MC No. 2016-104.</p> <p>Required economic data: (a) no. of new businesses in 2015 and 2016; (b) no. of business renewals in 2015 and 2016; (c) amount of capital investment derived from registered new businesses and business renewals in 2016; and (d) no. of employees derived from registered new businesses and business renewals in 2016.</p> <p>Computerized refers to online processed database or software-enabled. Computer-aided e.g., using Excel, Word.</p>	<p>BPLO Document:</p> <ul style="list-style-type: none"> <li>- Database or record book where business application forms are tracked and summarized</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	<p>Cities: computerized or computer-aided tracking system and must be able to provide at least 3 of the economic data required</p> <p>Municipalities: computerized or computer-aided tracking system and at least must be able to provide at least 2 of the economic data required</p>
6	Local Investment Incentive Code (for provinces and cities only)	A legislative measure to strengthen initiatives to draw local and foreign investments through appropriate policies pursuant to DILG-DTI JMC No. 2011-01, s. 2011.	<p>LEIPO Document;</p> <ul style="list-style-type: none"> <li>- Ordinance approving the LIIC</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	Provinces and cities: Presence of Local Investment Incentive Code
7	Conducive business environment (for cities only)	<p>LGU has actively facilitated systems and structures that are highly instrumental for a favorable business setting, as indicated by:</p> <p>(a) 100% retention of businesses from 2015 to 2016, i.e., Total no. of renewals in 2016 = (No. of new business in 2015 + No. of renewals in 2015)</p>	<p>LPDC BPLO Local Engineer (for road network or in the case of NCR, road improvement Document:</p>	<p>Interview Document review</p>	<p>Cities: Data on business permits record in 2015 and 2016 must show that:</p> <p>Total business renewals in 2016 must be equal to the sum of total new businesses and total number of renewals in 2015, <u>OR</u></p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		<p>or (b) New businesses in 2016 is equal to or more than 1.</p> <p>or (c) increased percentage of paved roads from 2015 to 2016, i.e.,</p> $\left( \frac{\text{Paved roads in 2016}}{\text{Total road network}} \right) > \left( \frac{\text{Paved roads in 2015}}{\text{Total road network}} \right)$ <p>Where total road network refers to the sum of local roads within and traversing the LGU regardless of surface type. This includes paved roads made of concrete or asphalt, and unpaved roads made of gravel or earth.</p> <p>(d) In the case of NCR, actual coverage for improvement should be higher than previous year (2015 vs. 2016). Road improvement refers to repairs or maintenance.</p> <p>% of Improved Road Network = (Actual Road Coverage / Target Road Coverage) x 100</p> <p>*Unit of measure in km.</p>	<ul style="list-style-type: none"> <li>- Certified Form CM 2F</li> <li>- Database or record book where business application forms are tracked and summarized</li> <li>- Local roads inventory</li> <li>- TARGET database</li> </ul>		<p>No. of new business permits issued in 2016 must be equal to or greater than 1, <b>OR</b></p> <p>Percentage of paved roads to total road network increased from 2015 to 2016, or, in the case of NCR, actual coverage for road improvement is higher than previous year (2015 vs. 2016)</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement														
VI. ENVIRONMENTAL MANAGEMENT																			
1	System of waste collection as embodied in a local ordinance and actual implementation of solid waste segregation in LG buildings	<p>LGU initiatives to carry-out wastes segregation within the locality and within LGU-owned structures or facilities in support of Section 10 of RA 9003 and pursuant to DOH guidelines on handling wastes in health facilities.</p> <p>Specifically for health facilities, the DOH Health Waste Management Manual (2012) stipulates that health waste segregation should follow color codes:</p> <table><tr><td>Container / Bag Color</td><td>Type of Waste</td></tr><tr><td>Black</td><td>Non-infectious dry waste</td></tr><tr><td>Green</td><td>Non-infectious wet waste (kitchen, dietary, etc)</td></tr><tr><td>Yellow</td><td>Infectious and Pathological waste</td></tr><tr><td>Yellow with black hand</td><td>Chemical waste including those w/ heavy metals</td></tr><tr><td>Orange</td><td>Radioactive waste</td></tr><tr><td>Red</td><td>Sharps and pressurized containers</td></tr></table>	Container / Bag Color	Type of Waste	Black	Non-infectious dry waste	Green	Non-infectious wet waste (kitchen, dietary, etc)	Yellow	Infectious and Pathological waste	Yellow with black hand	Chemical waste including those w/ heavy metals	Orange	Radioactive waste	Red	Sharps and pressurized containers	<p>P/C/MENRO</p> <p>Document:</p> <ul style="list-style-type: none"><li>- Local ordinance on solid waste collection system</li></ul>	<ul style="list-style-type: none"><li>- Interview</li><li>- Document review</li><li>- Onsite inspection of LG buildings to capture in photos actual implementation of waste segregation</li></ul>	<p>Provinces: Implements solid waste segregation in the provincial capitol and main provincial hospital</p> <p>Cities and Municipalities: Local ordinance on solid waste management, and implements solid waste segregation in the city hall, city hospital or main health facility, public schools and public market</p>
Container / Bag Color	Type of Waste																		
Black	Non-infectious dry waste																		
Green	Non-infectious wet waste (kitchen, dietary, etc)																		
Yellow	Infectious and Pathological waste																		
Yellow with black hand	Chemical waste including those w/ heavy metals																		
Orange	Radioactive waste																		
Red	Sharps and pressurized containers																		
2	Presence of 10-year Solid Waste Management Plan	Capacity of the LGU to safeguard the environment by complying with RA 9003 particularly on the adoption of a 10-year SWM Plan pursuant to Section 2 and 17 of the Act	<p>P/C/MENRO</p> <p>Documents:</p> <ul style="list-style-type: none"><li>- Approved SWM Plans</li><li>- Copy of letter duly received by the NSWMC requesting the agency to</li></ul>	<ul style="list-style-type: none"><li>- Interview</li><li>- Document review</li></ul> <p>Additional Document: List of SWM Plan approved by the NSWMC and list of LGUs whose</p>	Provinces, cities and municipalities: 10-year Solid Waste Management (SWM) Plan at least submitted for review to the NSWMC														



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			review SWM Plan of LGU	SWM Plans are for review  <i>Note: In case of inconsistency in LGU data and provided data, RAT must fill-out Change Request Form for further verification</i>	
3	Presence of MRF <i>(for cities and municipalities only)</i>	LGU efforts to safeguard the environment with the establishment of a materials recovery facility in accordance with Section 32 of RA 9003	P/C/MENRO  Documents: - Memorandum of Agreement if facility is in partnership with a private entity	- Interview - Document review - Onsite inspection to capture in photo the MRF or similar facility	Cities and municipalities: A Material Recovery Facility (MRF), or an existing partnership with similar entity
4	Access to sanitary landfill or alternative technology as final disposal <i>(for cities and municipalities only)</i>	Compliance with the proper disposal of wastes as indicated in Section 42 of RA 9003.  The following are classified as alternative technology per the NSWMC: - Biomass Technology includes the use of bagasse as boiler fuel for cogeneration; rice/coconut husks dryers for crop drying; biomass gasifiers for mechanical and electrical applications; and fuelwood and agri-wastes for oven, kiln, furnace, and cookstoves for cooking and heating purposes. - Co-processing - reuse or recovery of mineral or energy content of waste	P/C/MENRO  Documents: - Memorandum of Agreement if facility is in partnership with a private entity	- Interview - Document review - Onsite inspection to capture in photo facility for final disposal	Cities and municipalities: Access to sanitary landfill or alternative technology



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		<p>material while simultaneously manufacturing cement in a single, combined operation (DENR, 2010).</p> <ul style="list-style-type: none"> <li>- Mechanical-Biological Treatment (MBT) - preparing waste material for disposal and integration of several processes commonly found in other waste management technologies, such MRFs, sorting and composting, or anaerobic digestion.</li> <li>- Poly-Green Technology - an industrial process that converts (non-biodegradable and mostly non-recyclable plastic waste into liquid hydrocarbon, similar to diesel and gasoline.</li> </ul> <p>The following are <b><u>NOT</u></b> considered as alternative technologies:</p> <ul style="list-style-type: none"> <li>- Composting (backyard composting or household composting, household management of wastes, natural composting / natural decomposting / organic composting, ecological center with vermin composting, vermin composting, rotary drum composter, bio-reactor technology, hammermill-shredder)</li> <li>- Eco-SWM Park</li> <li>- Residual Containment Area (RCA)</li> </ul>			
5	Organized Local Solid Waste Management Board	<p>Section 11 of RA 9003 provides for the establishment of a Local Solid Waste Management Board and its composition.</p> <p>Composition: a. Provincial Solid Waste Management Board</p>	<p>P/C/MENRO</p> <p>Document: Executive Order or similar issuance creating the LSWMB</p>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	Provinces, cities and municipalities: LSWMB composition should show CSO and private sector membership and the names of representatives.



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		<p>- Chair: Governor or, in the case of Palawan, Chairman of the Palawan Council for Sustainable Development</p> <p>- Members: (a) All the mayors of its component cities and municipalities; (b) One (1) representative from the Sangguniang Panlalawigan to be represented by the chairperson of either the Committees on Environment or Health or their equivalent committees, to be nominated by the presiding officer; (c) The provincial health and/or general services officers, whichever may be recommended by the governor; (d) The provincial environment and natural resources officer; (e) The provincial engineer; (f) Congressional representative/s from each congressional district within the province; (g) A representative from the NGO sector whose principal purpose is to promote recycling and the protection of air and water quality; (h) A representative from the recycling industry; (i) A representative from the manufacturing or packaging industry; and 13 (j) A representative of each concerned government agency possessing relevant technical and marketing expertise as may be determined by the Board.</p> <p>b. City / Municipal Solid Waste Management Board</p> <p>- Chair: City / Municipal Mayor</p> <p>- Members: (a) One (1) representative of the Sangguniang Panlungsod or the Sangguniang Bayan, preferably</p>			





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		chairpersons of either the Committees on Environment or Health, who will be designated by the presiding officer; (b) President of the Association of Barangay Councils in the municipality or city; (c) Chairperson of the Sangguniang Kabataan Federation; 15 (d) A representative from NGOs whose principal purpose is to promote recycling and the protection of air and water quality; (e) A representative from the recycling industry; (f) A representative from the manufacturing or packaging industry; and (g) A representative of each concerned government agency possessing relevant technical and marketing expertise as may be determined by the Board.			



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
VII. TOURISM, CULTURE AND THE ARTS					
A. Tourism					
1	Presence of a local tourism office or officer	Pursuant to Sec. 42 of RA 9593 (Tourism Act of 2009), a province, city or municipality in which tourism is a significant industry shall have a permanent position for a tourism officer. Functions of said officer include taking the lead in the: preparation and implementation of local tourism development plans, coordination with the Department of Tourism, and ensuring that local tourism development is in line with national policies.	Local Tourism Officer  Documents: - Executive order or similar issuance creating a local tourism office or designating an officer for tourism development and promotion with listed functions, duties and responsibilities - 2016 Accomplishment report vis-à-vis duties and functions	- Interview - Document review	Provinces, cities and municipalities where tourism is an important source of economic base: Must have a filled-up permanent position local tourism officer.
2	Tourist information and assistance center or desks	According to Sec. 43 of the Tourism Act, an LGU, where tourism is a significant industry, shall establish a tourist information and assistance center to assist tourists and tourist enterprises to facilitate said industry's development in the locality.	Tourist information and assistance center or desk, which may be located in the provincial/city/municipal hall	On-site inspection to capture photos of the Center or manned desk	Provinces, cities and municipalities: Actual existence of a local tourism and assistance center or desks with promotional materials and references for the tourist sights found in the LGU.
3	Tracking of tourism data	Recording of tourism data helps an LGU come up with more informed decisions to develop the industry in the locality, as well as, ascertain the economic and social impact of tourism in support of RA 9593.	Local tourism officer Document: - Database or record book where tourism data are tracked and summarized	Interview Document review	Provinces, cities and municipalities: Local tourism database either manual or computer-aided



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		At the minimum, required tourism data to be monitored: (a) tourists arrivals; and (b) tourism enterprises.			
<b>B. Cultural Heritage Promotion and Conservation</b>					
4	Presence of a local council for culture and the arts	<p>Cultural heritage promotion forms part of the general welfare mandate of local governments according to the LG Code and National Heritage Act (RA 10066). Local governments have a very important role in enriching our cultural heritage and identity.</p> <p>Local governments are enjoined to establish a council whose purpose is to promote culture and the arts according to LG Code, General Appropriations Act FY 2017, and DILG MC No. 2002-61. The latter prescribes council composition with the following as members: local tourism council representative, Sanggunian Chairman of Committee on Culture and the Arts, local cultural officers or equivalent, local planning &amp; development coordinator, local information officer or equivalent, officer of the local historical/conservation/heritage society (if any), a representative from the private sector, and a representative each from indigenous peoples and cultural communities present in the area.</p>	<p>Documents:</p> <ul style="list-style-type: none"> <li>- Sanggunian Resolution or similar issuance creating a local council for culture and the arts with listed functions, duties and responsibilities</li> <li>- 2016 Accomplishment report vis-à-vis duties and functions</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Document review</li> </ul>	<p>Provinces, cities and municipalities:</p> <p>Actual existence of local council for culture and the arts</p>
5.	Budget appropriated for the conservation and preservation	Local governments have an important role in the conservation, development and promotion of cultural property that defines our national identity. Sec. 33 of RA 10066 encourages incorporation of cultural	<p>Local Budget Office</p> <p>Local Planning and Development Office</p> <p>Documents:</p>	Document review	<p>Provinces, cities and municipalities:</p> <p>must present a documentary evidence indicating that there is</p>



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
	of cultural property, CY 2017	property programs in the LGU budgets. Said appropriation may be a mere incorporation in the LGU-funded environmental, educational and cultural activities.	<ul style="list-style-type: none"> <li>- Certified Form P/CM 2C</li> <li>- Certified Form P/CM 2F</li> <li>- 2017 Annual budget</li> <li>- 2017 Annual Investment Program</li> </ul>		cultural property program/activity funded in its Annual budget.
6.	Presence of a Cultural property inventory/registry in the LGU	<p>Documentation of cultural property is a cornerstone of effective cultural heritage preservation and promotion. Sec. 16 of RA 10066 enjoins LGUs to maintain a record of the cultural property under its jurisdiction. These local inventories will eventually form part of the Philippine Registry of Cultural Property that is to be managed by the National Commission for Culture and the Arts (NCCA).</p> <p>Cultural property is defined as products of human creativity by which a people and a nation reveal their identity. For example, churches, mosques and other places of religious worship, schools and natural history.</p> <p>At the minimum, the inventory/ registry must contain the name of the cultural property in the LGU with the following corresponding information:</p> <ul style="list-style-type: none"> <li>• Location and identification marks; <ul style="list-style-type: none"> <li>- If the property is not movable, borders and structures within are described</li> </ul> </li> </ul>	<p>Local culture office, if any</p> <p>Local tourism office, if any</p> <p>LPDC</p> <p>Documents:</p> <ul style="list-style-type: none"> <li>-Inventory of cultural property</li> </ul>	Interview Document review	Provinces, cities and municipalities: the cultural inventory should be updated within the last two years.



Indicator		Relevance/Definition	Data Source: Office and Document (for the P/C/MLGOO)	Means of Verification (for the RAT)	SGLG Minimum Requirement
		<ul style="list-style-type: none"> <li>- If the property is movable, data of the building or structure where it is kept are provided</li> <li>• Description on the: (a) appearance e.g., movable or immovable and tangible or intangible; (b) condition which refers to its state of preservation e.g., well-preserved, restored, and in-need of restoration; and (c) historical or cultural relevance;</li> <li>• Ownership i.e., public or privately-owned; and</li> <li>• Declaration, if any. This refers to acknowledgements made by any of the national history and cultural agencies e.g., Cultural Center of the Philippines, National Historical Commission of the Philippines (formerly National Historical Institute, National Museum, and Komisyon ng Wikang Filipino, or by an international agency e.g., United Nations Educational, Scientific and Cultural Organization (UNESCO).</li> </ul>			

REFERENCES: Pertinent laws and issuances supporting the indicators