

For The DSWD Secretary and NCDA Chairperson

THRU : **HON. PARISYA H. TARADJI**
Undersecretary, DSWD
Alternate Chairperson, NCDA

FROM : **CARMEN R. ZUBIAGA**
Acting Executive Director

SUBJECT : **NCDA ACCOMPLISHMENT REPORT FOR THE 3RD QUARTER 2013**

DATE : 04 October 2013

We are pleased to submit to you the Accomplishment Report of the National Council on Disability Affairs from July to September 2013.

For the third quarter, the Council continues to engage with different government and non-government agencies, other stakeholders and the general public to advocate and sensitize them on the concerns of the sector of persons with disabilities pursuant to the Chairperson's directive during the 2013 Mid-Year National Management Development Conference. The Council also mobilized concerned sectors and Regional Committees on Disability Affairs to take active part in disability-related celebrations and generated their support in the implementation of legislations affecting the sector.

The Council likewise has partnered with concerned agencies in implementing the Incheon Strategy to "Make the Right Real" for Persons with Disabilities through several activities geared towards attaining the principles of disability inclusive development.

The attached document provides the details of the report.



CARMEN R. ZUBIAGA

NATIONAL COUNCIL ON DISABILITY AFFAIRS ACCOMPLISHMENT REPORT July - September 2013

The National Council on Disability Affairs (NCDA), as the country's focal point in all disability concerns, leads the way in working for the empowerment of persons with disabilities and for coming up with a more accessible and inclusive community for them. The programs, activities and projects of the NCDA are aligned to our national campaign "Making the Rights Real for Filipinos with Disabilities" pursuant to the theme adopted by the UN Economic and Social Commission for Asia and the Pacific. This is also in line with the Incheon Strategy to "Make the Right Real" for Persons with Disabilities in Asia and the Pacific.

NCDA ACCOMPLISHMENTS UNDER ITS MAJOR FINAL OUTPUTS

I. POLICY ADVISORY SERVICES ON DISABILITY AFFAIRS

A. STRATEGIC PRIORITIES

(1) *Increase the number of LGU compliance to disability-related policies, laws, programs and services*

1.1 Capacity building activities for cities and municipalities to implement disability-related laws and policies

1.1.1 Conducted regional consultations on building an inclusive non-handicapping environment for persons with disabilities attended by district engineers, officers of local building offices, provincial engineers, presidents and leaders of organizations of persons with disabilities, provincial/city social welfare officers and Regional Committee on Disability Affairs (RCDA) members numbering to at least 50 from each of the following regions:

- Region IV-A, July 28, 2013, Quezon
- Region XI, August 13, 2013, Davao City
- CARAGA, September 16, 2013, Butuan City
- Region III- September 17, 2013, Tuguegarao City
- Region X – September 12, 2013, Cagayan de Oro
- Region XII, September 10, 2013, Koronadal City
- Cordillera Administrative Region, July 30 and September 25, 2013, Kaligan and Ifugao Province

These consultations resulted to the organization of District Access Monitoring Teams in 52 Engineering Districts: Region IV-A –15, Region XI –8, CARAGA – 9, Region II – 11, and Region XII – 9. At least 250 local stakeholders were oriented on how to use the access monitoring form being used in conducting access audits.

- 1.1.2 Reconstituted the RCDAs' Sub-Committees on Accessibility on Built Environment and Transportation, and on Advocacy in 11 regions (Regions I, II, III, VI-A, VII, X, XI, XII, CARAGA, CAR and NCR)



As a result, the regional disability plan of action for the new decade and based on the Incheon Goals and Targets and the annual investment plans of the organizations were formulated.

- 1.1.3 Recognized the RCDA's Sub-Committee on Training, Employment and Livelihood in Regions VI and X
- 1.1.4 Capacitated LGUs/DPOs/NGAs to develop advocacy activities
- 1.1.5 Continued the refinement of the draft amendments to the BP Blg. 344 Implementing Rules and Regulations by the Technical Working Group of the NCDA Sub-Committee on Accessibility on Built Environment and Transportation

(2) *Establish data-bases/system on disability-related information*

2.1 Develop data bases/systems on disability-related information

- 2.1.1 Signed a Memorandum of Agreement with the Department of Health (DOH) on the data collection and training for the users of the PWD Registry.
- 2.1.2 Distributed matrices to RCDAs, LGUs, DPOs and NGOs to facilitate the recording of their respective data on disability
- 2.1.3 Collected list of persons with disabilities issued PWD IDs in Regions 7 (Bayawan City, Dumaguete City, Toledo, Mandaue City, Carcar City, Cebu City, Talisay, Cordova, Tubigon and Calape, and in 8 (Borongan City)
- 2.1.4 Surveyed and posted a database of 536 SPED schools/classes on the NCDA website for interested students/planners/policy makers/service providers to promote data collection on disability
- 2.1.5 Conducted in partnership with the DOH the Training of 150 LGUs' staff who are responsible for the issuance of ID for PWDs on the 20% discount relative to the Registry of Persons with Disabilities

(3) Increase the number of disability-related structures in the local government units from 96 to 150 by December 31, 2013

3.1 Led in the organization of functional disability-related structures in cities and municipalities

3.1.1 Monitored existing established disability-related structures as follows:

- Persons with Disability Affairs Office69
- Local Committees on Disability Affairs 92
- Disabled People's Organizations/Self-Help Organizations. ... 6
- NHE/CBR Project Management Teams 8

Total 175

These structures are supported by local legislations, copies of which were also collected in support of the data enhancement activity of the Council.

3.1.2 Collaborated with DPOs, LGUs, RCDAs, NGOs and NGAs in the monitoring of the implementation of disability-related laws, policies and international commitments. The following mechanisms were mobilized for the purpose: District Accessibility Monitoring Teams, Local Committees on Disability Affairs, Provincial Committees on Livelihood, Training and Employment, and the Persons with Disability Affairs Office (PDAO)

3.1.3 Provided consultation services regarding the establishment of Project Management Teams in three (3) LGUs namely Guimbal, Iloilo; Laguindigan, Misamis Oriental; Manolo Fortich, Bukidnon as expansion/replication sites of the Non-Handicapping Environment Project through issuance of Executive Order.

3.2 Led in the provision of support services for PWDs and their families/support groups and advocates

3.2.1 Awarded wheelchairs, laptops and other assistive devices to the following:

- 18 customized and standard wheelchairs for children, persons with disabilities engaged in meaningful employment and senior citizens
- 11 canes, 3 walkers, 12 pairs of crutches and 4 hearing aids for children with disabilities and youth
- 10 Talking Laptops and 7 tablets to college students with disabilities



3.2.2 Facilitated medical assistance of various illnesses, dialysis, chemotherapy and educational assistance of 35 persons with disabilities through referrals to the following partners:

- Philippine Charity Sweepstakes Office
- DSWD Regional Office and concerned PSWDO/MSWDO
- Vice President Jejomar Binay
- Party List Congressmen
- Selected Senators and Mayors
- Philippine Cancer Society
- Commission on Higher Education

B. **OTHER KRAs/OTHER FUNCTIONS**

(1) Lead in the consultation of PWDs/CSOs/NGAs/LGUs in the formulation of the “National Disability Strategy” and “Decade Plan of Action

1.1 Conducted a “Writeshop on Disability Strategy and Decade Plan of Action” with different line agencies to produce a document which would serve as a basis for the development of a *“Results Framework on Disability in the Philippines”*



NCDA Acting Executive Director Carmen R. Zubiaga (center) discusses disability strategy to the participants during the “Writeshop”

1.2 Engaged with DSWD, DOJ, DepEd, DILG, NEDA, DPWH, DOLE and NSO in formulating a “Results-Based Monitoring and Evaluation Framework Tool”, using the Incheon Strategy to “Make the Right Real” for Persons with Disabilities in Asia and the Pacific, in coordination with the Queensland University of Technology.

The other implementing national government agencies will also be requested to provide inputs in the said RBME tool.

1.3 Conducted Training of Business Management and Project Proposal Making in partnership with DSWD/DOST for proponents of Social Enterprise Program

C. **DIRECTIVE FROM THE SECRETARY**

“Make the government and public understand the sector’s situation and make them act on these problems”

- (1) Spearheaded and facilitated the preparation and conduct of the following disability events which aim to increase public awareness on significant milestones and disability events highlighting significant issues and concerns of persons with disabilities:

1.1 35th National Disability Prevention and Rehabilitation (NDPR) Week, July 17-23. This was highlighted by the following activities:

1.1.1 Inauguration of the PWD Assistance Desk at the Hall of Justice Hall in Quezon City which was graced by Sec. Leila de Lima. She took note of the concerns of PWDs especially in filing cases for violation of BP Blg. 344; also took note of the case of deaf passengers against Cebu Pacific which refused their boarding their flight bound for Boracay.



1.1.2 Turn over of the “Training Manual on Sensitivity Training for Prosecutors and Law Enforcers on How to Handle PWDs as a Complainant or Offenders”



1.1.3 “Walk for Justice” at the QCMC



NCDA Chairperson, DSWD Secretary Corazon Juliano Soliman (right) led the participants in the “Walk for Justice”, together with other officials and representatives of member agencies of NCDA. The “Walk” served as the kick-off activity of the NDPR Week.



1.1.4 Conduct of the “Forum on the 10 Goals to Make the Right Real” held at DBM, Manila;

1.1.5 “Awarding of Web Accessibility” for the Province of Batangas website, and the “1st Mabini Batangan Awards” that were conferred by Undersecretary Parisya H. Taradji to Gov. Vilma Santos Recto



Batangas Governor Vilma Santos Recto receives the recognition awarded by Undersecretary Parisya H. Taradji and AED Carmen R. Zubiaga

- 1.1.6 Conduct of the Forum on Training and Employment Programs/ Projects of DOLE, TESDA, ECC and DTI held at the OSHC;
- 1.1.7 Conduct of the “Launching of the 2016 Disability Inclusive Election Campaign” at SM MOA. These aim to increase knowledge of the media including GOs and NGOs on the right to suffrage of persons with disabilities.
- 1.1.8 Conduct of “Medical, Dental and Mobility Clinic Mission” in collaboration with the Philippine Academy of Rehabilitation Medicine and other partner agencies



- 1.1.9 Conduct of “Enhancing Seminar on the Rights of Soldiers with Disability” with the Katipunan ng Kawal na may Kapansanan, AKAP Pinoy and PVAO-DND



- 1.1.10 Conduct of “Forum on Training and Employment Programs/Projects of DOLE, TESDA, ECC and DTI



- 1.1.11 Facilitated the conduct of “PWD Product Conference” which provided livelihood opportunities for PWDs, in partnership with Leonard Cheshire Disability Phils. Foundation, Inc.



- 1.2 White Cane Safety Day, August 1;



- 1.3 Cerebral Palsy Awareness and Protection (CPAP) Week, September 16-22;



- 1.4 NCR-wide Skills Competition for Persons with Disability where stakeholders were mobilized in providing appropriate assistance for the growth and development of PWDs held at SM City Fairview on July 30 (RCDA/DSWD NCR Post-NDPR Week Activity)



- (2) Established partnership with Presidential Communications Operations Office thru Sec. Sonny Coloma to mount a photo exhibit on “Make the Right Real for Persons with Disabilities” in SM Megamall.



Secretary Sonny Coloma, SM officials and AED Carmen Zubiaga cut the ceremonial ribbon during the photo exhibit held in SM Megamall.

- (3) Participated as member of the Inter-agency Committee on Disaster Risk Reduction Management (DRRM). As a result of a writeshop conducted, a manual on disability inclusive plan on disaster preparedness, rescue and operations at the community level for inclusion in the manual was developed.
- (4) Submitted accomplishment report to the Philippine Human Rights Commission on National Human Rights Action Plan focusing on the UNCRRPD compliance.
- (5) Worked closely with DOJ, DILG, DBM, CSC, NAPC and AKAP PINOY in enhancing the proposed IRR of RA No. 10070 specifically on the organizational staffing of Persons with Disability Affairs Office.

As a result, a Joint Circular with DSWD, DILG, CBM, CSC and NCDA is being crafted to finalize the guidelines of the Law. The group will again meet to finalize the document with representatives from the Leagues of Local Authorities and all concerned agencies.

- (6) Conducted the “Conference on Increasing Sensitivity Level of Parents and Caregivers of Children with Disabilities” which served as a venue to update participants on the current state of children with disabilities, including emerging issues and challenges, and the efforts of government for the sector. It was recommended that provinces/cities should have one-stop-shop services that should provide assessment and diagnosis for CWDs; other LGUs to provide referrals and assistance.



Actg. Exec. Dir. Carmen R. Zubiaga (left) delivered the Opening Remarks and stressed parents and caregivers should handle issues of children with disabilities using the rights-based approach. Former DSWD Undersecretary Celia Yangco (center) was one of the luminaries that participated in the conference as advocate of children with disabilities. The panel of resource persons (right) including NCDA's AED Zubiaga and Deputy Executive Director Mateo A. Lee, Jr shared their expertise and personal experiences to the participants.

Also submitted to the Council for the Welfare of Children the Child Protection Policy for Children with Disabilities of the NCDA.

- (7) Conducted/Supported the following advocacy/IEC activities/campaigns/activities to heighten disability rights promotion to increase public awareness and knowledge of all sectors of society on disability-related issues:

7.1 Mega-Sensitivity Campaign on Disability, Mall of Asia, July 23, in coordination with Leonard Cheshire Disability Philippines Foundation;

7.2 Forum on Accessible Tourism for Persons with Disabilities that were held in (a) Puerto Princesa City, Palawan on August 14, and in (b) San Fernando City, La Union on September 13, in coordination with the Department of Tourism.



Photos show participants and resource persons led by NCDA Actg. Exec. Dir. Carmen Zubiaga during the conduct of the "Forum on Accessible Tourism for Persons with Disabilities."

- (8) Conducted the following activities, in coordination with the DSWD, to make the stakeholders and public aware of the concerns of the PWD Sector and make them act on their concerns:

8.1 National Orientation on the Replication/Expansion of the Non-Handicapping Environment"

8.2 "National Orientation on Disaster Inclusive Disaster Risk Reduction and Management" with NGAs, NGOs, LGUs and DPOs from the regions

8.3 "Writeshop on the Development of a Manual on Disability Inclusive DRMM"

- (9) Facilitated orientation and interface on disability issues and initiatives of NCDA and local advocates with disabilities and support groups with 13 foreign experts from Myanmar, Afghanistan, Japan to promote international cooperation.

NCDA shared the country's best practices on election which Myanmar is planning to adopt or conduct similar program.

(10) Provided consultation services/inputs to the following:

- 10.1 Formulation of the IRR of RA No. 417 on “Economic Independence Program for Persons with Disabilities”, with the NAPC as the lead agency
- 10.2 Crafting of the IRR of RA No. 10524 reserving 1% of positions in the government and private for qualified persons with disabilities, with DOLE taking the lead
- 10.3 Finalization of the IRR of RA No. 10366 which allows COMELEC to assign accessible polling places for voters with disability and senior citizens
- 10.4 Screening of “AFS-KL-YES” exchange student program which led to four (4) scholarship slots for leadership training of students with disabilities in the USA
- 10.5 Preparation for the “Ms. Beauty on Wheels, Signs and Visions” aimed at honing the talents of Filipinas with disabilities as rights advocates, in coordination with the Tahanang Walang Hagdanan and Women with Disabilities Leap to Social and Economic Progress (WOW LEAP)



The candidates for the “Ms. Beauty on Wheels, Signs and Visions” with AED Carmen Zubiaga during the launching of the project.

II. GENERAL ADMINISTRATION AND SUPPORT SERVICES

A. Budget Planning and Utilization

- 1) Prepared/Consolidated and submitted FY 2014 Budget Briefing Folio to Senate and Congress
- 2) Prepared/Consolidated and submitted to DBM the FY 2014 Budget Proposal including the NCDA Accomplishment Reports for 2012 and 2013 1st Semester
- 3) Attended Budget Briefing and Budget Hearing at Congress
- 4) Facilitated the release of Notice of Cash Allocation from July to December
- 5) Prepared monthly status of funds and Statement of Allotment Obligations and Balances, in accordance with the approved expenditure program, for submission to DBM and DSWD
- 6) Prepared and submitted to DBM the Monthly Cash Program of the Council in accordance with the DBM's requirement.

B. Accounting/Liquidation of Cash Advances/Disbursements

- 1) Recorded the daily financial transactions to obtain real time allotment balance. This is in accordance with the Physical Financial Plan per division per program/project
- 2) Processed and released on time 372 checks with the total amount of Php 8,622,887.21 from July to September 2013
- 3) Facilitated processing of 394 disbursements vouchers of various payees including salaries of NCDA employees, RATA of NCDA officers, remittances to Government Service Insurance System, Pag-ibig, Philhealth, Land Bank of the Philippines, Quedancor and Tax Remittances.
- 4) Effected the online submission of tax payments of the Council in compliance to BIR regulations to automated tax remittances
- 5) Submitted Bank Reconciliation Statement Statement to COA for July to September 2013
- 6) Prepared various COA reports:
 - o Journal Entry Vouchers
 - o General Ledgers
 - o Check Disbursement Journals
 - o Cash Receipts Journals
 - o General Journals
 - o Trial Balance
 - o Statement of Income and Expenses
 - o Balance Sheet
- 7) Journalized various transactions for July to September 2013
- 8) Submitted to DSWD Report of Fund Utilization for July to September 2013
- 9) Prepared the following various financial reports:
 - o Revised Statement of Allotment, Obligations and Balances detailing the report of Disbursements
 - o Subsidiary Ledgers for the reconciliation of telephone charges from June to August 2013
 - o Subsidiary Ledges for the Due from Officers and Employees detailing the cash advances per employee
- 10) Disbursed 11 Petty Cash for messengerial and mailing services

C. Human Resource Development/Personnel Administration

- 1) Processed appointment document to speed up appointment for Administrative Aide VI, TCD and Administrative Officer V, Budget, FAD
- 2) Coordinated/Processed required documents for 3 overseas scholarship, trainings and meeting of the following NCDA personnel:
 - Ms. Virginia S. Rabino, Administrative Aide IV, to participate in the “Development of Leadership and Networking of Persons with Disabilities” on October 8 to December 1, 2013 in Japan
 - Actg. Exec. Dir. Carmen Zubiaga, Dep. Exec. Dir. Mateo A. Lee, Jr. and Planning Officer II Randy Calsena to participate in the “High-Level Meeting on Disability and Development / join the delegation of the Cambodia Trust and the International Society for Prosthetics and Orthotics” on September 20-25, 2013 in New York City, USA
 - AED Carmen Zubiaga and Administrative Officer V Leovigilda G. Oasin to participate in the “Second APCD/JAIF Project Regional Meeting and Asean Meeting on Promoting the UN Convention on the Rights of Persons with Disabilities” on August 26-30, 2013 in Hanoi, Vietnam
- 3) Monitored the following personnel actions for efficient management of personnel:
 - Monthly report on the Compensatory leave and other leaves
 - Monthly report on punctuality and absences
 - Plantilla of Personnel
 - Notice of Step Increments
- 4) Spearheaded the Performance Planning of 57 staff to set breakthrough goals and performance targets until 2016 in the Office Performance Contract and Review (OPCR) and Individual Performance Contract and Review (IPCR)
- 5) Submitted to DBM, DSWD and AO 25 Secretariat the agency's Performance Target Form A, details of bureau/office performance indicators and targets and the department targets on key programs and projects targets which will be the basis of the Performance-Based Bonus of the Council
- 6) Provided shuttle service to employees from/to points of pick-up to NCDA. This eliminates tardiness of the employees which contributed to the improvement of the employees' performance.

D. Procurement of Supplies and Materials

- 1) Canvassed requested supplies through the Philippine Government Electronic Procurement System and phone calls to suppliers.
- 2) Facilitated/processed documents for booking of NCDA officials and staff for local and international travels.
- 3) Facilitated 53 catering requests by concerned divisions through credit line with Jollibee and other caterer

- 4) Facilitated request for 7 Petty Cash Advances for emergency purchases of supplies of concerned division
- 5) Facilitated requests for various assistive devices by partner agencies and individuals needed assistive devices.
- 6) Facilitated repairs of internet and PABX connections and telephone lines
- 7) Facilitated the repairs of the following NCDA vehicles:
 - Ford Everest - change of front left & right and outer & inner wheel bearing;
 - Toyota Innova – aircon repair
 - L-300 - replacement of front & rear shock absorber, fuel tank and air filter and general check-up of brake pads overhaul of radiator and engine wash
- 8) Facilitated the renewal of GSIS Insurance of NCDA vehicle- Hi-Lander for 2013 to 2014