

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
National Capital Region

TO : ALL RMANCOM MEMBERS  
ALL CENTER/RESIDENTIAL CARE FACILITY HEADS  
ALL SOCIAL WELFARE SPECIALISTS  
ALL UNIT/SECTION HEADS  
RPMOs

FROM : THE REGIONAL DIRECTOR  
DSWD-NCR


SUBJECT : Sharing of RMO No. 008 series of 2018: An Order Amending RMO No 002 Series of 2018 Also Known as "Revised Guidelines on the Regional Policy Development Process"

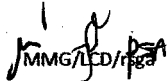
DATE : June 14, 2018

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This is to share with you the copy of the Regional Memorandum Order No. 008 series of 2018. An Order Amending RMO No 002 Series of 2018 Also Known as "Revised Guidelines on the Regional Policy Development Process" approved and issued dated February 11, 2018.

For your information, ready reference and guidance.

  
VINCENT ANDREW T. LEYSON, CESO IV

  
MMG/LCD/PSA

DSWD-NCR  
RECORDS MANAGEMENT SECTION

Received by: 

Date/Time: 6-19-18

  
RDD

Department of Social Welfare and Development  
National Capital Region

REGIONAL MEMORANDUM ORDER

No. 008

Series of 2018

**SUBJECT: AN ORDER AMENDING RMO NO. 002 SERIES OF 2018 ALSO KNOWN AS  
"REVISED GUIDELINES ON THE REGIONAL POLICY DEVELOPMENT PROCESS"**

**I. RATIONALE**

Upon review by the Regional Policy Development Process Committee (RPDRC) members on the composition specifically on the role of AD Hoc members in the committee, it was observed that there is a need to ensure the active involvement of the committee members coming from different sectors, programs and services of the Department.

As stated in the guidelines, inclusion of Regional Center Coordinator and the Supervising Administrative Officer is on adhoc membership purposely to provide inputs to the proposed policies of the C/RCFs/U/S and those policies with administrative concerns are among the reasons which call for the amendment of the guidelines.

Moreso, inclusion Regional Program Coordinator as part of the committee membership (ad hoc) is necessary to better provide inputs on C/RCFs programs and services related concerns. It is essential that heads in different programs and services of the department are well represented in the committees to come up with a comprehensive policy guideline.

In view of this, the committee agreed that the ad hoc members be part of the committees' regular members. Aside from the regular members, the committee may invite Social Welfare Specialist and other resource persons to attend the RPDRC meeting to provide technical assistance.

**II. AMENDMENTS**

The Regional Policy Development and Review Committee (RPDRC) shall be composed of the following:

Chairperson: Chief of Policy and Plans Division  
Vice-Chairperson: Division Chief or any other staff of the same rank  
Members: One (1) Social Welfare Officer V  
One (1) Social Welfare Specialist Representative  
One (1) Social Welfare Officer III Representative  
Policy Development and Planning Section Head  
Management Audit Specialist  
SWEAP Representative  
Regional Center Coordinator

Supervising Administrative Officer  
Regional Program Coordinator

III. **EFFECTIVITY**

This order shall take effect immediately upon approval and rescind orders which may be contrary thereto.

  
VINCENT ANDREW T. LEYSON  
Regional Director

  
NMG/LCD/rjga