



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
A. Francisco Gold Condominium II Building, EDSA corner Mapagmahal St., Diliman, Quezon City

July 1, 2011

MEMORANDUM CIRCULAR
NO: 2011-95

TO : PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, ARMM REGIONAL GOVERNOR, AND DILG REGIONAL DIRECTORS

SUBJECT : SEAL OF GOOD HOUSEKEEPING FOR LOCAL GOVERNMENTS, CY 2011 IMPLEMENTATION

***Prefatory Statement
and Objective***

The Department of the Interior and Local Government, through its Seal of Good Housekeeping, renews its commitment to aggressively scale up interventions aimed at elevating the practice of good governance that values desirable development outcomes into institutionalized status.

The Seal recognizes local governments that accord primacy to the principles of accountability and transparency. After all, such principles are essential in building the long-term foundation of a responsible local government system in the country.

Coverage of the Seal

Provinces, cities and municipalities nationwide.

Qualification Criteria

For a local government to qualify, it must satisfy the following criteria:

1. On Sound Fiscal Management - *absence of an "adverse" or "disclaimer" COA opinion on its financial statements on the immediately preceding year prior to the roll-out of the Seal, assessment and validation; and*
2. On Accountable and Transparent Governance – compliance to the *Full Disclosure Policy* on local budget and finances, bids and public offerings, as stipulated in DILG Memorandum Circulars 2010-83 and 2011-08, and as prescribed in Section 90 of Republic Act No. 10147 or General Appropriations Act of FY 2011.

Roll-Out, Assessment and Validation: General Procedure

In order to ensure an efficient and effective implementation, the Seal hereby adopts the following general procedure:

1. **Roll-Out** which includes the dissemination of basic Forms, and data collection by the DILG Provincial Focal Person, in case of a province, or by the City Director, City Local Government Operations Officer or Municipal Local Government Operations Officer, in case of a city or a municipality.

The duly accomplished Forms for component cities and municipalities are to be submitted to the DILG Provincial Office. For provinces, highly urbanized cities and independent component cities, duly accomplished Forms are to be forwarded to the DILG Regional Office.

2. **Table Assessment and Validation.** The information required by the Seal are subjected to validation at two-levels – field and regional. To broaden acknowledgement and acceptance of data reliability, a representative(s) from a local civil society organization(s) must be a member(s) of the validation team(s) at each level.

(a) Field Table Assessment and Validation cover the table assessment of provincial, city and municipal entries to ensure data completion and field validation.

Field validation engages the cross-posting of field personnel within a province or within the region.

The DILG Provincial Office arranges for validation area-assignments for component cities and municipalities. On the other hand, the DILG Regional Office arranges for validation area-assignments for provinces, highly urbanized cities and independent component cities. Provided, that, no Provincial Focal Person, City Director, City Local Government Operations Officer or Municipal Local Government Operations Officer is allowed to validate his or her local government-field station.

Validated results are to be submitted to the DILG Regional Office.

(b) Regional Table Assessment and Validation involve the assessment of Forms from the field validation activity to ensure data completion and validation of data or information within the region. A representative(s) from a CSO(s) must join the regional validation activity.

All results are to be submitted to the DILG Central Office.

3. **National Table Assessment and Selection of Recipients** cover the assessment of Forms submitted by the DILG Regional Offices to ensure data completion, and the processing of results to come up with the list of Seal Recipients.

Conferment of the Seal


All qualified local governments are to be conferred with the Seal in an appropriate DILG-organized event.

Link to the Performance Challenge Fund

Recipients of the Seal are eligible to access the Performance Challenge Fund, as a support fund to finance local development initiatives in furtherance of national government goals and strategic thrusts.

Effectivity

This Memorandum Circular shall take effect immediately.


JESSE M. ROBREDO
Secretary



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AND LOCAL GOVERNMENT

IN REPLYING, PLS CITE:
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