

**[DSWD DEPARTMENT ORDER NO. 01, S. 1996,
February 14, 1996]**

**RULES AND REGULATIONS IN THE ACCREDITATION OF SOCIAL
DEVELOPMENT AND WELFARE SERVICES OF GOVERNMENT AND
NON-GOVERNMENT AGENCIES**

The following are the guidelines in the accreditation of social development and welfare services of government and non-government agencies.

I. RATIONALE

The Department in fulfilling its mandate to accredit social development and welfare services of government and non-government agencies recognizes:

1. A unified and coordinated approach to social development and welfare is needed. This approach will appropriately respond to the specific needs and interests of the groups in especially difficult circumstances as well as the general populace.

The groups in especially difficult circumstances are the: a) women, b) children and youth, c) persons with disabilities, d) senior citizens, e) victims of natural and manmade calamities f) families in the food and poverty threshold, g) individuals and families whose functioning is impaired due to psycho-social problems, h) communities in high risk locations, i) communities which are unable to access and manage basic services, resources and opportunities for growth and development including the indigenous people, farmers and landless rural workers, urban poor, fisherfolks, among others.

2. Non-government agencies and other government agencies play a significant role in the equitable and responsive accessing of services and resources to achieve human development.

3. The immensity, diversity and complexity of the needs and problems affecting the disadvantaged population requires the meeting of a set of standards by non-government and government agencies implementing social work services.

4. It is important to insure that resources intended for social development and welfare services are used for the purpose. This will protect the interests of the disadvantaged population as well as the public and private supporters.

5. Quality social development and welfare services are necessary to promote the well-being of the disadvantaged groups and enable them to join the mainstream of development.

II. PHILOSOPHY

The accreditation of social development and welfare services of government and non-government agencies is guided by these principles:

1. Every person has inherent worth and dignity.
2. Every person has the right to opportunities towards the fulfillment of his/her potentials. The society has the obligation to assist its members encountering difficulties or hindrances in realizing their full potentials.
3. The coordination and sharing of resources, both material and technical among agencies is necessary for effective service delivery. Accreditation is a means by which the forging of partnerships between the government and non-government agencies may be achieved with the goal of human development.

III. LEGAL BASE

The Department draws its mandate to accredit social development and welfare services from:

1. *Republic Act 4373*. "An Act to Regulate the Practice of Social Work and the Operation of Social Work Agencies in the Philippines and for Other Purposes." (1967)
2. *Executive Order No. 123*. "Reorganizing the Ministry of Social Services and Development and Renaming it as the Department of Social Welfare and Development." (1986)
3. *Executive Order No. 292*. "Administrative Code" (1987) (Title XVI, Section 3, Powers and Functions of DSWD)

IV. DEFINITION OF TERMS

1. *Social Work Agency*. This refers to a person, corporation or organization engaged in social development and welfare. It obtains its finances from any agency or instrumentality of the government and/or the community by direct or indirect solicitations and/or drives, and/or private endowment. (RA. 4373)
2. *Government Organization (G.O.)*. This term refers to an agency engaged in social development and welfare services that obtains its finances from the government.
3. *Non-Government Organization (NGO) or People's Organization (P.O.)*. These terms refer to persons or agencies engaged in social development and welfare, supported by funds from the community or private endowment.
4. *Registration or Licensing of Social Work/Welfare and Development Agencies*. This term means the satisfactory compliance of a non-government agency as defined above with the requirements set by Republic Act 4373 to operate as a social work agency. A certificate or license shall be issued to this effect by the Department of Social Welfare and Development. The guidelines in the process of licensing are contained in Department Order 07, Series of 1995 (DSWD). The requirements for licensing as provided for in Republic Act 4373 are:
 - 4.1. The applicant must be engaged mainly or generally in social work activity;
 - 4.2. The applicant has employed sufficient number of duly qualified and registered social workers to supervise and take charge of its social work functions in accordance with accepted social work standards;

4.3. The applicant must show a duly certified financial statement that at least 60 percent of its funds are disbursed for direct social work practice;

4.4. The applicant keeps a record of all cases and welfare activities handled by it.

5. *Social Development and Welfare Program.* This term means the combination of services designed to promote the development and welfare of a particular clientele group. These clientele groups may be: persons with disabilities; senior citizens; neglected, abandoned, abused, exploited children or those in especially difficult circumstances; youth; victims of natural or manmade calamities; families and individuals with psycho-social problems; families and communities in high-risk or disaster-prone locations; families or individuals in crisis; indigenous peoples; informal workers; landless farmers and rural workers; urban poor; fisherfolks; families in the food and family threshold and other disadvantaged groups.

6. *Social Development and Welfare Service.* This refers to the series of activities that are undertaken under a specific social development and welfare program. These are designed to address specific needs or problems of a particular group in especially difficult circumstances. It utilizes any or an integration of the social work methods. These methods are social case work, social group work and community organizing.

7. *Accreditation of Social Development and Welfare Service.* This means that a specific social development and welfare service is being implemented in accordance with accepted social work standards as assessed and certified by the Department of Social Welfare and Development.

V. WHO MAY BE ACCREDITED

Accreditation as referred to in this document covers the following:

1. Social development and welfare service/s of non- government agencies licensed to operate by the Department;
2. Social development and welfare services of government centers, institutions, branches or units including those of the Department.

VI. PERIOD OF ACCREDITATION

A licensed non-government agency has three years from the date of issuance of its license to meet the minimum accreditation standards of its social development and welfare service/s. Failure to achieve accreditation of its social development and welfare service/s after three years will result in the suspension of the license to operate. In this case, the non-government agency will be given a one year grace period to work for accreditation.

If after one year of grace period, the non-government agency still cannot meet the minimum standards of accreditation, the Department will revoke or cancel its license.

VII. WHY ACCREDITATION?

A non-government agency with accredited social work services will have the following benefits: