

# 2015 ACCOMPLISHMENT REPORT

## EXECUTIVE SUMMARY

### VISION

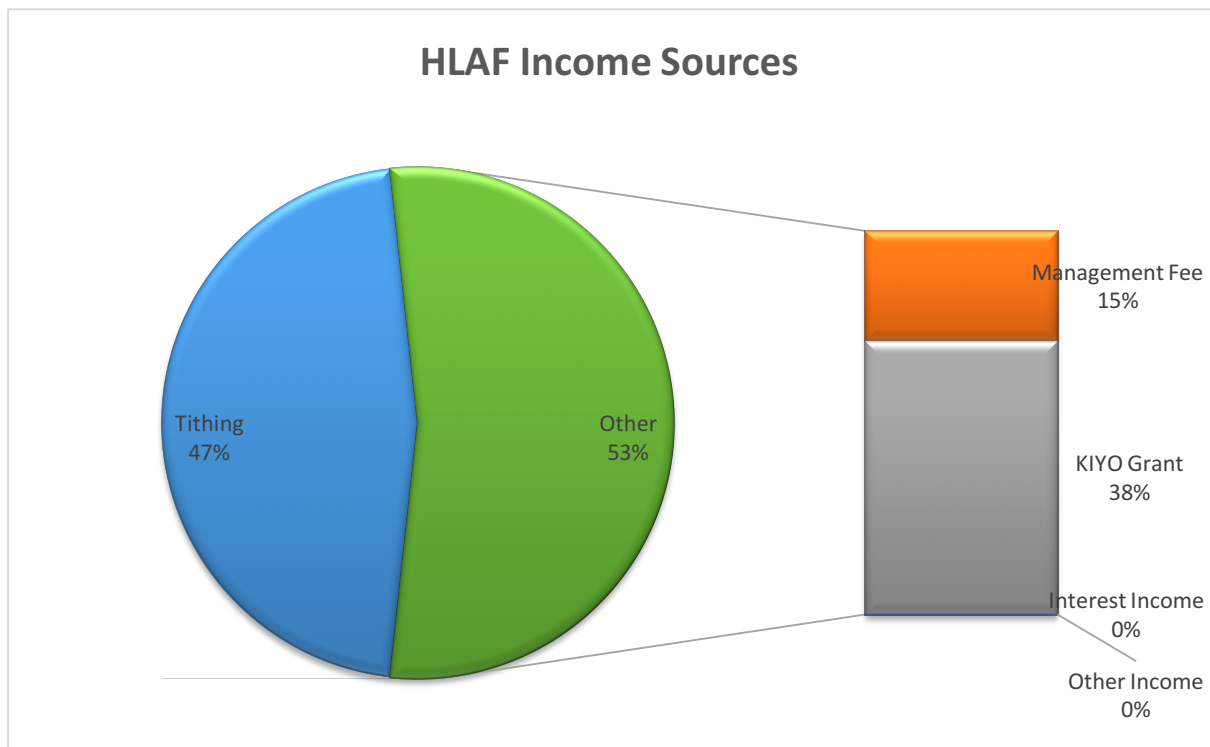
The Foundation aspires to help create a world order founded on the universal respect for human rights, especially for the right and freedom against arbitrary and unjust imprisonment, in all its forms.

### MISSION

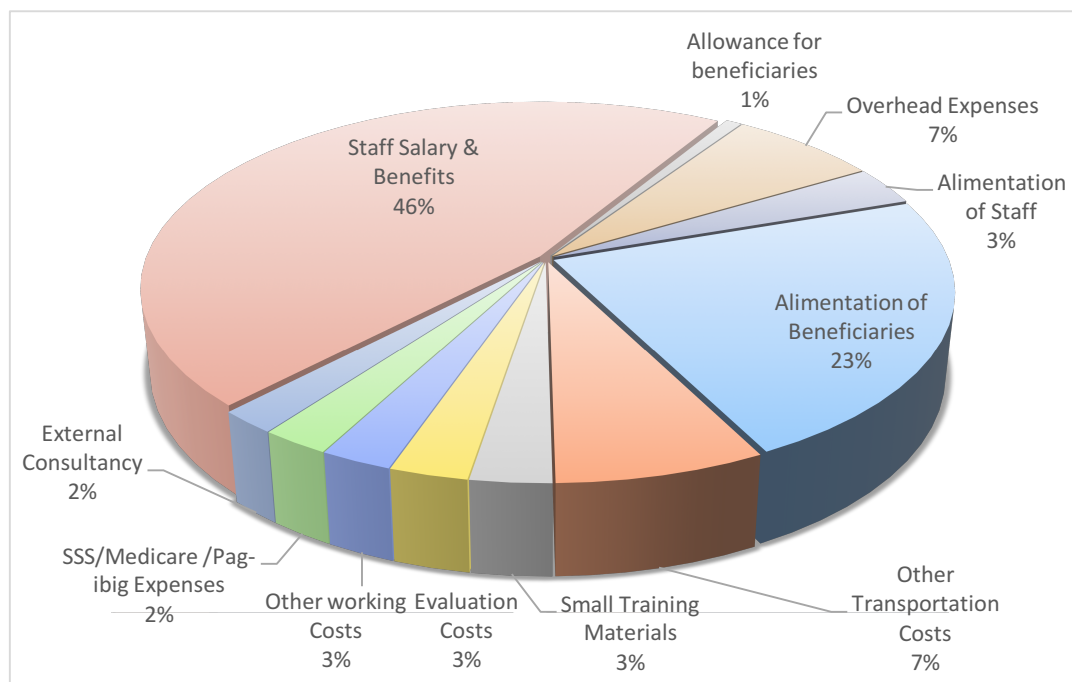
The Foundation seeks to put an end to the phenomenon of unjust and inhuman detention, especially of women and children, wherever it is found, through direct legal action and intervention and policy advocacy.

### SUMMARY OF FINANCIAL REPORT

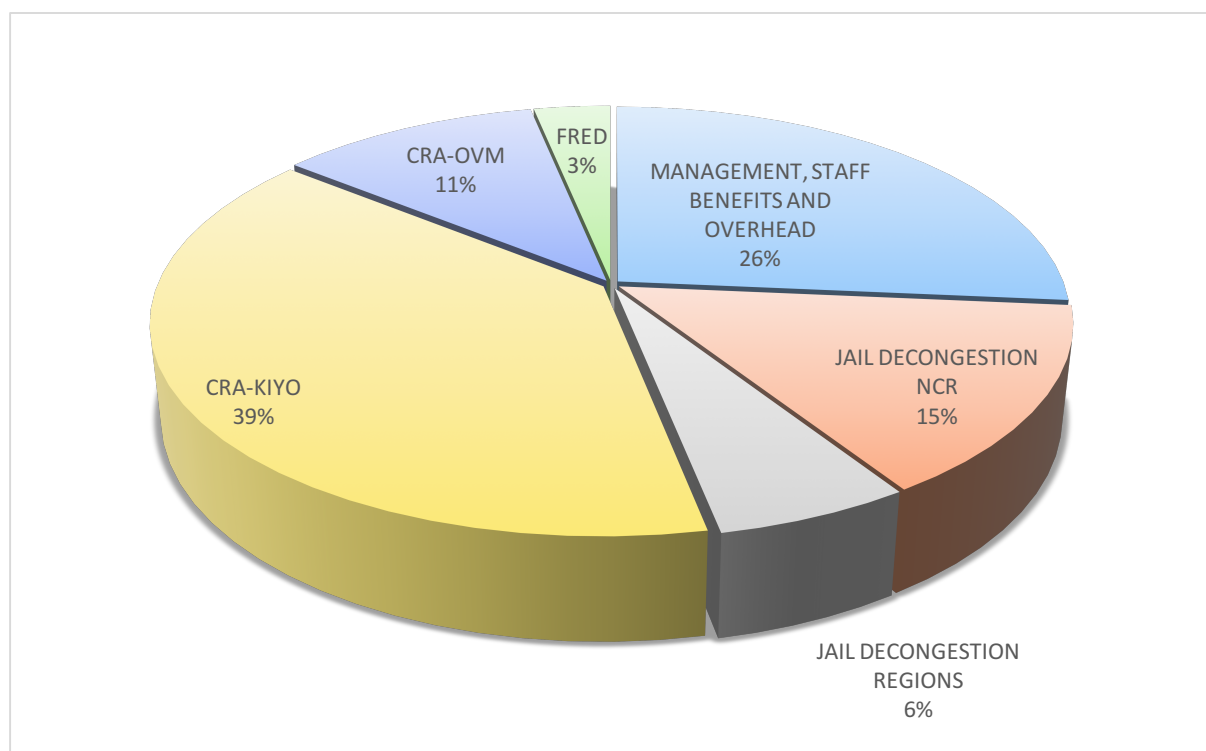
#### HLAF INCOME



## HLAF EXPENDITURES



## EXPENDITURE PER PROGRAM



## ACCOMPLISHMENTS

### JAIL DECONGESTION - NCR

#### ACCOMPLISHMENT TABLE

DESCRIPTION	2014 ACCOMPLISHED	2015 TARGET	2015 ACCOMPLISHMENT	2016 TARGET
1. To improve the treatment of PDLs				
1.1. No. of Health Missions Conducted	5	10	<b>14</b>	15
1.2. Percentage of Youth Homes provided with paralegal and case management trainings.	31.25	50	<b>66.96</b>	100
1.3. Percentage of Youth Homes whose residents are provided with JJ trainings.	0	50	<b>0</b>	100
1.4. No. of Standard of Treatment developed with CHR	0	1	<b>0</b>	1
2. To decongest jails by empowering the paralegal officers(PLOs) of the BJMP				
2.1. No. of inmates released	98	150	<b>140</b>	300
2.2. No. of inmates released by the PLO beneficiaries	8590	15000	<b>17628</b>	22500
2.3. No. Thanksgiving parties for inmates	8	34	<b>14</b>	60
2.4. Percentage of functional PLOs	73.53	50	<b>116.76</b>	100

#### GOOD STORIES

- At least 1,000 inmates became beneficiaries of the medical missions organized by HLAF in partnership with the MCKS Charitable Foundation.
- The Local Social Workers of Mandaluyong, Caloocan, Malabon, Navotas and Valenzuela appreciated the trainings that HLAF provided to their staff and house parents. Most of the 78 house parent beneficiaries have not yet undergone training on handling Children in Conflict with the Law (CICL) and Children at Risk (CAR). The trainings contributed to the capacity of youth home staff in properly handling CICLs thereby minimising abuses of their rights.
- Despite being understaffed, HLAF was able to release 140 inmates through its own efforts. these had been made possible by conducting 884 follow-up activities covering 247 cases. Out of these 884 follow ups, CLED Students conducted 33, HLAF interns conducted 44 and the FRED beneficiaries conducted 22 follow ups.
- Tatay Rod and Alex Cacananta
  - Because of HLAF's support and capacity building trainings and workshop, the inmate volunteers also known as the Paralegal Aides (PLA) of Pasay City Male Dorm were able to help countless fellow inmates and were able to facilitate the release of at least 42 inmates last 2015.

- Through the leadership of Rodrigo Crucillo (Tatay Rod) and Alex Cacananta the PLA's were able to draft a template motion to dismiss based on the Supreme Court Guidelines in Decongesting Jails. These template motions are filled up by an inmate, assisted by the PLAs and submitted to the courts.
- Rolando Abad
  - Because of the capacity building trainings and workshop provided to the PLA's of the Metro Manila District Jail (MMDJ), the inmates were able to identify Rolando Abad as a potential beneficiary as he had been waiting for the judgment on his case for four (4) years already. The volunteer inmates referred the case to HLAf. HLAf followed up the case and the promulgation of judgment was set 4 days after the case was followed up.
  - Rolando Abad was acquitted and was immediately released.
- Reynaldo Herrera
  - Another inmate who had been waiting for four (4) years for the judgement on his case was Reynaldo Herrera. Because of the referral of the volunteer inmates, his case was followed up before the court. Within days after being brought to the attention of the court, the case was set for promulgation and Reynaldo Herrera was acquitted of the charge. He was immediately released.
- Ruth Mijares
  - Another case was the case of Ruth Mijares who had been waiting for the judgement of her case. Because of HLAf's goodwill in the judiciary, a simple phone call to the office of the clerk of court, resulted to the setting of a date of promulgation which eventually resulted to her acquittal and release.
- Despite not having a budget for the thanksgiving parties for the inmates, HLAf was able to conduct 6 thanksgiving parties through the efforts of Ms. Bing Diaz one of HLAf interns in 2015.
- Because of HLAf effort in making the BJMP Paralegal Officers functional, two of the paralegal officers, JO1 Isabel de la Gente of Male Dorm and JO1 Guilleane Reyes of Taguig City Jail, had the confidence to bring on their own initiative before the Office of the Executive Judge the issue of the delay in releasing the clearance of inmates which causes delays in their release from jail. Because of the initiative, the issue was resolved. The office of the clerk of court agreed to release the clearance one day after the request. Further, the clerk of court also agreed to the proposal of the paralegal officers to provide clearances in advance for those detainees whose cases are due for promulgation.

#### BUDGET SUMMARY

STARTING BALANCE	
RECEIVED TRANSFERS	1,400,237.90
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	1,400,237.90
IMPLEMENTED AMOUNT	1,354,990.66
CALCULATED BALANCE	<b>45,247.24</b>
TREASURY BALANCE BANK	45,247.24
TREASURY BALANCE CASH	-
TOTAL TREASURY BALANCE	<b>45,247.24</b>



## JAIL DECONGESTION IN REGIONS

### ACCOMPLISHMENT TABLE

DESCRIPTION	2014 ACCOMPLISHMENT	2015 TARGET	2015 ACCOMPLISHMENT	2016 TARGET
1. To decongest jails by empowering the paralegal officers (PLOs) of the BJMP in the regions				
1.1. No. of inmates released	15	1000	1120	1500
1.2. No. of Talakayans conducted	0	2	2	3
1.3. No. of Evaluation and Monitoring conducted	2	4	4	8

### GOOD STORIES

- We were able to conduct sixty-two (62) jail visits in Cebu this year and trained a total of one hundred fifty two (152) paralegal aides.
- In Legazpi City Jail, we conducted a total of five (5) jail visits in 2015 and trained twenty-six (26) paralegal aides.
- As a result of our intervention, the Paralegal Officers of Cebu City Jail – Male Dormitory has reported 1,598 releases from 2014 to October 2015 with assistance from HLAJF trained PLA's.
- The frequent jail visits allowed us to establish very good rapport with the Jail Paralegal Officers (JPOs) as well the Wardens and other jail officers. The smooth working relationship with them has made it easier to organize events and activities both inside and outside the jails.
- The presence of trained and organized Jail Paralegal Aides (PLAs) have been acknowledged by the JPOS and Wardens as a big help in the accomplishment of their tasks, especially in the monitoring and follow up of cases. The PLAs are recognized in the jails and enjoy the support of the jail management.
- A Thanksgiving Party for paralegal aides in Cebu City Jail – Male Dormitory was held in January 2015 while another one for the paralegal aides of Cebu City Jail – Female Dormitory was sponsored by the students of Human Rights Law of the University of the Visayas Gullas Law School last September with our assistance. The Aquinas University of Legazpi College of Law also hosted a Christmas Party for the inmates of Legazpi City Jail this December.
- Last November, a series of Talakayans or Istoryahanay were held at the Mandaue City Jail Male and Female Dormitories and the Cebu Provincial Detention and Rehabilitation Center (CPDRC). These Istoryahanays were attended by representatives from the judiciary (the Executive Judges of Mandaue and Cebu, respectively), the Public Attorneys Office, the Prosecutors Office, the Parole and Probation Board, and the Integrated Bar of the Philippines. The programs for both events were organized by paralegal aides and inmates with our assistance. It was the first time for the detainees in Mandaue City Jail and CPDRC to be given a chance to discuss their most pressing concerns with the judiciary, public attorneys, prosecutors and parole and probation board. It was also the first time for these pillars of the justice system to hear the concerns of the detainees given in such a manner (through dramas and skits) and to see their situation inside the jails.

- The Executive Judge as well as the PAO of Mandaue were clearly moved by the presentations of the detainees. We heard several PAO lawyers comment that they did not realize that is how the detainees felt when their hearings were cancelled or rescheduled. The head of the PAO in Mandaue also recognized the role of the paralegal aides to assist them and provide them with a list of cases that need urgent attention.
- It must be mentioned that the presence of the Executive Judges during these events would not have been possible if not for the support of the Office of the Court Administrator, particularly Atty. Camille Ting who personally followed up on the judges to attend.

#### BUDGET SUMMARY

SOURCE OF FUNDS	HLAF
STARTING BALANCE	
RECEIVED TRANSFERS	604,418.72
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	604,418.72
IMPLEMENTED AMOUNT	560,061.10
CALCULATED BALANCE	<b>44,357.62</b>
TREASURY BALANCE BANK	44,357.62
TREASURY BALANCE CASH	
TOTAL TREASURY BALANCE	<b>44,357.62</b>

#### HLAF IN LAW SCHOOLS

##### ACCOMPLISHMENT TABLE

DESCRIPTION	2014 ACCOMPLISHMENT	2015 TARGET	2015 ACCOMPLISHMENT	2016 TARGET
<i>2. To provide law students an experience in decongesting jails</i>				
<i>2.1. Drafted and submitted policy papers to relevant stakeholders</i>		2	<b>4</b>	4
<i>2.2. Facilitated the release of detainees</i>		20	<b>11</b>	40
<i>2.3. Conducted case follow-ups to monitor the progress of cases filed against detainees</i>		50	<b>46</b>	100

#### GOOD STORIES

- In Manila, HLAf was able to offer a course on Clinical Legal Education with focus on Jail Decongestion in Ateneo Law School.
- The students assisted HLAf in following up cases and drafting policy papers.
- The class became an opportunity for the student to learn more about the Philippine Criminal Justice System while helping those who really need legal assistance. The following are excerpts from the different students' reflection paper:
  - "The Ateneo brand is also built on the ideas of St. Ignatius through the Jesuits that we Ateneans ought to do things via "MAGIS" and or "through God's greater glory". As a graduating student, I feel like this formative part is missing in the school's curriculum. To add to the Atenean brand of lawyering, perhaps programs like the jail decongestion can help instill values formation in the professional level. It would be

an opportunity to expose the student to realities of the law they may not encounter in practice once they graduate. Such experience can be invaluable in aiding individuals to pursue their own advocacies eventually. As for me, I know I can look back at what I have been privileged to experience and promise myself to pay it forward in the future.”

- “Prison is indeed a harsh place, and it was premature for me to see it as something “normal” after my excursion back in high school. It really is a place where man and woman finds him or herself at the lowest point, and the dire circumstances and environment do not do the individuals any favors. However, my interaction with the inmates in both Q.C. and Navotas city jails reminded me that at the core, the detainees are still human. They still ascribe to a code of honor that, while altered because of the jail culture, makes them beings of sympathy instead of beings to which negative feelings are directed to. Seeing detainees as humans instead of criminals will do wonders in changing the paradigm of retributive justice into one of rehabilitation and concern for the rights of the accused.”
- “In my jail visit, many of those I interacted with were just like anybody I would interact with on the “outside”. They were persons just like me. Perhaps they made one wrong decision that landed them in jail but this does not make them bad people. I can think of many more who have done graver evil to society but are never caught or who find ways to stay out of jail. So these men and women of Pateros Jail should be given every opportunity to right their alleged wrongs. They should not suffer more than what they are already suffering. Thankfully, for the Pateros Jail, I saw and observed the cohesion between the Jail management, the prisoners, and HLAFF. It is a partnership of upholding human rights. It is definitely a good sign and I hope through HLAFF, we can continue to give these people their due under the law.”
- In the regions, we were able to establish partnerships with law schools and law student organizations in both Cebu and Legazpi.
  - In Cebu, our activities in jails were participated in by law students from the University of San Carlos College of Law, USC Center for Legal Aid Work (USC-CLAW), University of San Jose Recoletos School of Law Advocacy and Community Enrichment (USJR SOLACE) and the human rights law classes of the University of the Visayas Gullas Law School.
  - In Legazpi, we recently signed a Memorandum of Agreement with the student council of the Aquinas University of Legazpi College of Law.
  - Members of USJR SOLACE followed up cases for inmates in Mandaue City Jail, and last August, one hundred twenty four (124) students from the Criminal Procedure classes of the USC College of Law followed up cases for inmates in Cebu City and Mandaue City Jails.
- Last summer, we were also joined by interns from the Ateneo Human Rights Center, the University of San Carlos Center for Legal Aid Work and St. Mary’s University of Nueva Vizcaya. These law students have joined us in conducting paralegal trainings for our paralegal aides as well as other jail activities. AUL Law students have been helping our HLAFF scholar in conducting paralegal trainings in Legazpi City Jail since the start of the jail decongestion program in the area after we provided a paralegal training on jail decongestion for them last September 2015.

## BUDGET SUMMARY

### SOURCE OF FUNDS

Fund is managed by ALAAI

ALAAI

## FOCUSED REINTEGRATION OF EX-DETAINEES (FRED)

### ACCOMPLISHMENT TABLE

DESCRIPTION	2014 ACCOMPL ISHMENT	2015 TARGET	2015 ACCOMPL ISHMENT	2016 TARGET
3. To reintegrate ex-detainees into the community				
3.1. No. of inmate cases followed up	78	1000	<b>299</b>	n/a
3.2. No of FREDelitos who passed HLAFF FRED Perimeter	12	32	<b>22</b>	42

## GOOD STORIES

- Marilen Alcarde while still detained served as a Paralegal Aide. After she was released, she joined the FRED program and volunteered as a paralegal. She helped 15 clients in her paralegal work. After her FRED Program Sessions, HLAFF assisted her to go back to her province in Bacolod together with her family.
- Michelle Takahashi while detained was also a Paralegal Aide. Upon her release, she joined the FRED program and volunteered as a paralegal. She had helped a total of 60 client inmates in her case follow-up assignment. She also convinced three former detainees to join the FRED Program. The FRED program supported her financially to obtain documents necessary for employment. After the program she was employed as a lady guard and was assigned at Mandaluyong City Hall. Last May 2015, Michelle went to Taiwan to work as a domestic helper. Until now, Michelle contacts HLAFF to refer former detainees to the FRED program and even to refer cases of inmates who need following up.
- June Carpiso a former paralegal aide also volunteered as paralegal after undergoing the FRED program. he was able to follow up 13 cases in different courts in Quezon City. Through HLAFF's assistance, he was able to help start and manage a mini carinderia in Bulacan.
- Elkee Malvas was a former government employee at DFA assigned in Iran, it was his valuable experience that he was also selected as a paralegal aide in Pasay City male dorm. Immediately after his release, he joined FRED Program and became one of the paralegal volunteers. He helped 52 clients through his paralegal work. One of those inmates whose release he had facilitated, also became a FRED Program beneficiary.
- Louie Cubillan was referred by the warden of Las Piñas City to the FRED program. He also volunteered as paralegal and was able to help 3 clients. After the program he was employed as a company driver in First Freight Courier Company based in Ortigas Center.

## BUDGET SUMMARY

### SOURCE OF FUNDS

### STARTING BALANCE

HLAF

RECEIVED TRANSFERS	334,615.40
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	334,615.40
IMPLEMENTED AMOUNT	303,297.74
CALCULATED BALANCE	<b>31,317.66</b>
TREASURY BALANCE BANK	31,317.66
TREASURTY BALANCE CASH	
TOTAL TREASURY BALANCE	<b><u>31,317.66</u></b>

#### HLAF CRA-QC-OVM

DESCRIPTION	2014 ACCOMPL ISHMENT	2015 TARGET	2015 ACCOMPL ISHMENT	2016 TARGET
4. To capacitate the BCPCs and other stakeholders to improve the delivery of child protection in QC				
4.1. No. of barangays which have been trained on Module 2A and 2B	0	19	<b>21</b>	N/A
4.2. No. of barangays who shall have attained Level 3 in the PerMeter	0	19	<b>6</b>	N/A
5. No. of barangays who shall have attained Level 3 in the PerMeter				
5.1. At least one (1) Child Protection Coordinator (CPC) per area or cluster have been designated and trained to support the work of the BCPCs.	0	24	<b>14</b>	N/A
6. To make BCPC Functional in Quezon City				
6.1. No. of barangays trained in BCPC Functionality Management	0	48	<b>48</b>	N/A
6.2. No. of barangays attained a score of at least 6 under components 1 to 3 of the BCPC PerMeter.	0	48	<b>21</b>	N/A

#### GOOD STORIES

- The Quezon City Government donated 1.5 million pesos for the conduct of the HLAF Basic Course on BCPC Functionality to 48 barangays and the Advanced Course for Juvenile Justice Responsiveness to 21 Barangays.

#### BUDGET SUMMARY

SOURCE OF FUND	MANAGEMENT FEE
STARTING BALANCE	
RECEIVED TRANSFERS	1,365,375.00
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	1,365,375.00
IMPLEMENTED AMOUNT	1,030,651.75
CALCULATED BALANCE	<b>334,723.25</b>
TREASURY BALANCE BANK	-
TREASURTY BALANCE CASH	

TOTAL TREASURY BALANCE

**334,723.25**

HLAF CRA-KIYO

ACCOMPLISHMENT TABLE

DESCRIPTION	2014 ACCOMPL ISHMENT	2015 TARGET	2015 ACCOMPL ISHMENT	2016 TARGET
7. By the end of 2016, governance in the barangay shall have improved in order to support the improvements in quality and implementation of policies and programs for the protection of CICL and CAR.				
7.1. The number of Barangays with Functional BCPCs	0	16	<b>6</b>	24
7.2. The number of Children Associations organized	0	16	<b>16</b>	24
8. By the end of 2016, capacity building and service providing in the barangay shall have been improved and strengthened in order to support the improvements in quality and implementation of policies and programs for the protection and welfare of CICL and CAR				
8.1. The number of CAR and CICL cases that benefitted from CB-Diversion and Intervention Program	0	260	<b>464</b>	440
8.2. The number of Barangay Personnel trained in implementing CBRJ and BCPC functions	253	400	<b>1330</b>	600
8.3. The number of BCPC and CBRJ members trained as trainers	0	100	<b>82</b>	150
8.4. The number of Trained Juvenile Justice Volunteers	89	400	<b>261</b>	600
9. By the end of 2016, people will become aware of basic principles of the law and shall have learned of the benefits that the community can get in implementing the law				
9.1. The number of primers developed and published	0	1	<b>0</b>	1
9.2. The number of Children's Congresses Conducted	1	2	<b>2</b>	3
9.3. The Number of Posters developed and published	0	1	<b>0</b>	1
9.4. The number of fora conducted	1	2	<b>2</b>	3
9.5. The number of JJN General Assemblies conducted	1	1	<b>0</b>	2
9.6. The number BCPC Summits Conducted	0	1	<b>1</b>	2

## GOOD STORIES

- The participation level of children in the barangays has improved.
  - The Barangay Council for the Protection of Children of Barangays Bagumbayan North and Sipac Almacen of Navotas City were able to organize children and youths as Junior Police with the goal of building safer communities. Furthermore, through children and youth participation, it is believed that when they are directly involved with the program, they are given the opportunity to help the community in maintaining peace and order and enhance public safety as well as a lifetime opportunity for their own values transformation and to become better persons.
  - All (16) partner barangays were able to organize their own children's association as application of the BCPCs learned skills from their Module 3A Training. HLAf assisted in the formation and organizing. Elected officers of the organized BCYAs were given training in a common venue. With the organized BCYAs, these children and youths official members of the BCPC who assist in the implementation of the BCPC program and activities. Their involvement in the BCPC fostered an opportunity for them to exercise their rights in addressing their issues.
  - Paul Rodriguez from Barangay San Roque, Navotas City is the official HLAf child representative to the Council for the Welfare of Children (CWC) particularly being chosen as one of pool of speakers of the CWC in their advocacy campaigns.
  - All barangays has child representatives in every Committee of their BCPC. \
- 100% or 16 barangays (Batch 1 & 2) were able to appoint their respective BCPC Focal Person after thoroughly selected by their respective Punong Barangay and Council Members.
- Improved Documentation of Children's Cases
  - Before being HLAf partners, the barangays are not concerned about the confidentiality of cases of children. There are now separate logbooks provided for Children's Cases. In most partner barangays, they have three (3) logbooks labeled as CICL (Children in Conflict with the Law), CAR (Children at Risks), CHILD (RA 7610 cases). Other partner barangays has (2) logbooks labeled as BCPC (RA 7610 and Curfew Violators), and CICL (RA 9344).
- Children's Notebook (CN). Since it was launched in January 2015 during the 1<sup>st</sup> BCPC Kamustahan Meeting, all partner barangays (16) are using the Children's Notebook in monitoring and evaluation of CICL & CAR's performance in carrying out their activities designed in their diversion and intervention plan.
- Partner barangays are now responsive to the needs of Children at Risk and Children in Conflict with the Law while handling their cases.
  - Because of HLAf's effective module, Barangay Bagumbayan was able to handle successfully a sensitive case of stabbing where a child stabbed another child. They were able to handle the child in conflict with the law properly. they even provided intervention programs for the child. What surprised the community however is that the BCPC whom HLAf trained also handled the child victim with care. because of the proper handling of the barangay, the victim's family and the CICL's family were given the opportunity to talk to each other and settle the problem using the restorative justice approach.

## BUDGET SUMMARY

SOURCE OF FUND	KIYO
STARTING BALANCE	200,736.99
RECEIVED TRANSFERS	3,199,347.51
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	3,400,084.50
IMPLEMENTED AMOUNT	3,648,244.45

CALCULATED BALANCE	-248,159.95
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TREASURY BALANCE BANK	
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TREASURTY BALANCE CASH	
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TOTAL TREASURY BALANCE	
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DIFFERENCE BETWEEN CALCULATED & TREASURY BALANCE	
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## HLAF Staff

1. Atty. Rommel Alim Abitria, J.D., LL.M.	Executive Director
2. Atty. Kristoffer S. Claudio, J.D.	Program Officer (Jail Decongestion-NCR)
3. Atty. Catherine A. Alvarez, LL.B.	Program Officer (Jail Decongestion-Cebu)
4. Leila Cabarle	Finance, Administrative, Personnel Officer
5. Jun Tumamao, RSW	Senior Social Worker (CRA)
6. Luis Singgangan, RSW	Senior Community Organizer
7. Juanito S. Vinluan, LL.B., RSW	Program Officer (FRED)
8. Junard Edison P. Jaluag, LL.B.	Jail Decongestion Officer
9. Claudette A. Almadin, RSW	Social Worker
10. Carmelita Torrefiel	Community Organizer
11. Kio dela Peña	Community Organizer
12. Alfredo Alaras	Asst. Jail Decongestion Officer
13. Elvira Taguiam	Admin Assistant

### BUDGET SUMMARY

SOURCE OF FUND	HLAF
STARTING BALANCE	92,162.41
RECEIVED TRANSFERS	1,730,706.60
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	1,822,869.01
IMPLEMENTED AMOUNT	2,476,774.52
CALCULATED BALANCE	-653,905.51
TREASURY BALANCE BANK	
TREASURY BALANCE CASH	
TOTAL TREASURY BALANCE	

HUMANITARIAN LEGAL ASSISTANCE FOUNDATION  
**BALANCE SHEET**  
DECEMBER 31, 2015

<b>ASSETS</b>	
CURRENT ASSETS	
Cash in Bank -	295,268.62
Advances to Employee	824,199.02
Metered Deposit	12,460.00
Cash Advances	219,956.89
Other Receivables	393,125.00
	<b><u>1,745,009.53</u></b>
NON CURRENT ASSETS	
Property & Equipment	<b><u>950,189.00</u></b>
<b>TOTAL ASSETS</b>	<b><u><u>2,695,198.53</u></u></b>
<b>LIABILITIES AND EQUITY</b>	
CURRENT LIABILITIES	
Social Premium Contributions	(8,201.47)
Withholding taxes	22,386.88
Loan of Kiyo	350,625.00
Other payable	58,680.81
Total	<b><u>423,491.22</u></b>
EQUITY	
Member's Equity	2,718,127.40
deficit for the year	(446,420.09)
	<b><u>2,271,707.31</u></b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>2,695,198.53</u></u></b>

HUMANITARIAN LEGAL ASSISTANCE FOUNDATION, INC.  
**STATEMENT OF CASH RECEIPTS & DISBURSEMENTS**  
 FOR THE YEAR ENDING DECEMBER 31, 2015

Cash Receipts from :

Tithing	4,155,299.21
Management Fee	1,365,375.00
KIYO Grant	3,400,084.50
Interest Income	6,793.54
Other Income	47.88
<b>Total Receipts</b>	<b>8,927,600.13</b>

Disbursements for:

Alimentation of Staff	309,948.42
Evaluation Costs	254,127.14
Alimentation of Beneficiaries	2,136,934.93
Other Transportation Costs	679,451.09
Allowance	535,012.86
Representation	439,677.21
Association Dues	49,921.60
Office Maintenance	41,798.25
Water & Electricity	111,896.23
Small Training Materials	262,632.51
Photocopies	1,837.50
Internet, Telephone & Fax	114,232.76
External Consultancy	188,390.37
Staff Salaries	2,748,498.91
Real Property Tax	17,179.30
Parking Fee	42,400.00
Building Insurance	2,935.50
Allowance for beneficiaries	71,392.00
Taxes & Licenses	140,191.16
SSS/Medicare /Pag-ibig Expenses	222,444.29
13th Month Pay	282,738.50
14TH Month Pay	307,969.12
Other working Costs	232,494.59
Repairs of Office Equipt	33,844.00
Scholarship Expense	41,475.14
Bank Cost	5,150.00
Storage Room Expense	84,000.00
Company Car Expense	15,446.84
<b>Total Disbursements</b>	<b>9,374,020.22</b>

**Excess (Deficit)**

**(446,420.09)**

# **HUMANITARIAN LEGAL ASSISTANCE FOUNDATION, INC.**

## **ANNUAL REPORT JAIL DECONGESTION – NATIONAL CAPITAL REGION**

**YEAR: 2015**

### **1. CONTEXT OF THE INTERVENTION**

*Insert here the problems that the program seeks to address, HLAF's strengths and capacity to address the problems identified as well as the circumstances or opportunities that make the program timely.*

It is a fact that there is a growing number of detainees being sent to jail yearly. From the estimated 57,000 detainees in 2009, the number has increased to around 79,000 in 2014 with a conviction rate of 24%. And despite the rights provided by no less than the 1987 Philippine Constitution to them, it is still no surprise that every now and then, we would find that these rights are being violated in several ways. Of these rights, the right to speedy trial is the one most commonly violated with impunity—where trial in our courts can last for several years. And this is often what causes the clogging of the dockets in our courts—since 77% of the cases in courts are criminal cases—leading to the congestion in our jails.

According to the Bureau of Jail Management and Penology (BJMP), as of September 2015, they have been managing four hundred and sixty four (464) jails throughout the Philippines. The total capacity of our jails is twenty thousand one hundred and sixty (20,160). As of the said date, the total number of inmates is ninety four thousand three hundred and twenty (94,320). This means that our jails have a four hundred and sixty seven percent (467%) congestion rate.

The BJMP states that in order to function optimally, they would need thirty three thousand personnel. However, they currently have eleven thousand (11,000). The ideal ratio of one BJMP personnel to detainee is 1:7 detainees. Currently, the ratio is at 1:40. As for jail paralegal officers, the ratio is supposed to be 1:500, provided the jail paralegal officer would not be assigned any other function. Because of the lack of personnel, they would have to serve more than one function at a time. For example, a jail paralegal officer (JPO), who is tasked to conduct case follow-ups, is made to be a records officer, an escort or an inmate's welfare and development officer at the same time. This multi-tasking causes a reduction in their efficiency, which is why a simple follow-up procedure that can help in the release of a detainee will take weeks if left to the efforts of the jail paralegal officer alone.

Because of these reasons, the Jail Decongestion Program, which is the flagship program of the Humanitarian Legal Assistance Foundation, Inc. (HLAF), was created for the purpose of

promoting and protecting the rights of persons deprived of their liberty. A few years back, the program invested time and effort in writing the Paralegal Manual, which creates the Paralegal Office under the Bureau of Jail Management and Penology (BJMP). It assists the decongestion of the jails in the Philippines. Under this office, the jail paralegal officers are tasked to coordinate with selected detainees, referring to the PLAs mentioned earlier, who are trained on their rights and the relevant laws in order to ensure the promotion and protection of their rights. Over the years, HLAF has been attempting to make the Paralegal Office system become more effective.

In 2014, the objective of HLAF was to monitor the implementation of the said system in the jails. This was also the same year where HLAF expanded its coverage to all of the jails in NCR. As the team focused on implementing the JD program only consisted of two people, there was a need for all the staff to conduct the jail visits to assist in the monitoring of the implementation of the system. With this expansion, HLAF was able to observe that, among others, the issues in the jails depended on the location of the jail, whether it was near the Courts or not, its size, the number of courts in the municipality or the city, the personalities of the judges and the management style of the warden and the staff in the particular jail.

Along with these observations came the challenges, which arose from the fact that HLAF had limited resources. With the different programs of HLAF, not all the staff could prioritize visiting jails. As such, there were times when some jails were not visited for a month or two consecutive months. The staff also struggled with the reporting of the jail visits. The expansion was very challenging but because of it, all of the staff were exposed to the jail decongestion program. And with this exposure, the yielded result was that all of the staff were able to contribute and assess the development of the jail decongestion program.

The fact that HLAF was used to visiting paralegal aides and overlooking the significance of the JPOs in the jails of NCR became the cause as to why there was a need to change the strategy for 2015. As such, in 2015, the focus of the jail visits was to assess the functionality of the JPOs, with the main objective of limiting our contact with the detainees, and emphasizing the roles of the JPOs as the main coordinators between the BJMP, HLAF and the detainees.





## 2. Logical Framework

*Insert here the program's logical framework (as indicated in the strategic plan.)*

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>

		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>1. To improve the treatment of PDLs</i>							
<i>1.1. No. of Health Missions Conducted</i>	5	5	3	1	2	3	14
<i>1.2. Percentage of Youth Homes provided with paralegal and case management trainings.</i>	31.25	31.25	0	0	0	66.96	133.93
<i>1.3. Percentage of Youth Homes whose residents are provided with JJ trainings.</i>	7	0	0	0	0	0	0
<i>1.4. No. of Standard of Treatment developed with CHR</i>	1	0	0	0	0	0	0
<i>2. To decongest jails by empowering the paralegal officers(PLOs) of the BJMP</i>							
<i>2.1. No. of inmates released</i>	98	98	12.5	12.5	12.5	12.5	140
<i>2.2. No. of inmates released by the PLO beneficiaries</i>	3583	8590	2259.5	2259.5	2259.5	2259.5	17628
<i>2.3. No. Thanksgiving parties for inmates</i>	8	8	6	0	0	0	14
<i>2.4. Percentage of functional PLOs</i>	73.53	294.12	0	0	91.18	111.76	223.53

### 3. GANTT CHART

LEGEND	
	SCHEDULED
	ON TIME
	DELAYED
	CANCELLED

<i>Description</i>	<i>2015</i>
--------------------	-------------

	1	2	3	4	5	6	7	8	9	10	11	12
1. To improve the treatment of PDLs												
1.1. No. of Health Missions Conducted												
1.2. Percentage of Youth Homes provided with paralegal and case management trainings												
1.3. Percentage of Youth Homes whose residents are provided with JJ trainings												
1.4. No. of Standards of Treatment Developed with CHR												
2. To decongest jails by empowering the paralegal officers(PLOs) of the BJMP												
2.1. No. of inmates released												
2.2. No. of inmates released by the PLO beneficiaries												
2.3. 2.3. No. Thanksgiving parties for inmates												
2.4. 2.4. Percentage of functional PLOs												

#### 4. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTERS

1. Improve treatment of PDL/CICL
  - 1.1. Conduct Health Mission
    - Targets and Accomplishments (table)

Description	Baseline	2014	2014-2015
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		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>No. of Health Missions Conducted</i>	6		3	1	2	3	9

The target for Medical Mission this year is for 6 jails.

- Good Stories

1. Nine (9) dentists from the Dental Service of Mandaluyong City assisted the dental check up held at the Mandaluyong City Jail. This included the head of the said office. They also gave medicines to the detainees that they themselves supplied. What makes this a good story is that the dentists said that the nine dentists who attended comprise almost all of those in the Dental Service Office. Also, it is great to note that HLAf did not request for them to provide medicines since the Caring Heart Foundation provides the medicines.
2. HLAf and CARITAS – Navotas Chapter collaborated in conducting the medical mission at Navotas City Jail. This collaboration was realized through the assistance of Kagawad Minda Ramirez. They sought additional doctors and dentists from DOH-NCR. They also provided lunch for all who helped the activity including the Paralegal Aides.
3. In all the Medical Missions, the BJMP mobilised the PLAs that were organized and trained by HLAf by giving them assignments during the activity. They were able to go out of their dorms to accomplish their tasks while being monitored by the jail paralegal officers. This shows that the BJMP recognizes the Paralegal Aides within the jails.

- Accomplishments

The target medical missions this year is for six (6) jails but we exceeded the target. We covered a total of nine (9) jails, which are:

- a. Muntinlupa City Jail Male Dorm
- b. Muntinlupa City Jail Female Dorm
- c. Mandaluyong Male Dorm
- d. Mandaluyong Female Dorm
- e. Caloocan City Jail
- f. Taguig City Jail Male Dorm
- g. Taguig City Jail Female Dorm
- h. RDC, New Bilibid Prison, Bureau of Corrections
- i. Navotas City Jail

## 1.2. Percentage of Youth Homes provided with paralegal and case management trainings.



- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>Percentage of Youth Homes provided with paralegal and case management trainings.</i>	7	0	0	0	0	5	5

The target was to train half of the fourteen (14) youth homes in NCR, or a total of seven (7) youth homes.

- Good Stories
  - a. The first training was conducted in Mandaluyong City last October 2015. There were thirty-three (33) participants who finished the 4-day training. The training earned good comments and suggestions from the participants stating that they learned a lot. Their LSWD Officer proposed to have more training for the other staffs to be conducted outside of NCR next year.
  - b. The second training was participated by the youth home staff and house parents of the Cities of Caloocan, Malabon, Navotas and Valenzuela (CaMaNaVa). The LSWD office of Valenzuela hosted the trainings. They shouldered the costs of food and venue for the forty-five (45) participants. The Youth Home head from Valenzuela also suggested holding another set of trainings next year. Moreover, he asked the assistance of HLAf to help them convince their Barangay officials in empowering their BCPCs. Some issues between the participant Cities also arose during the training, which were in terms of the jurisdiction of each City, to whom the children should be turned over, in case they rescue a CAR or apprehend a CICL. There were increased tensions during the discussions regarding these matters and the Cities were suggested to hold meetings in order to discuss possible collaborations in handling the children they rescue or apprehend.
- Accomplishments
 

There were five (5) Youth Homes trained in 2015. We are short of two (2) Youth Home trainings from the target set for the period 2014-2016. The Youth Home of Paranaque City was not able to have their budget request approved because of the lack of time while the Youth Home of Muntinlupa City could not anymore accommodate the training in their schedule of activities. It is good to note, however

that before the year ended, Muntinlupa City manifested its willingness to be trained in 2016.

### 1.3. Percentage of Youth Homes whose residents are provided with JJ trainings

#### 1.3.1. Conduct of Trainings

- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>Percentage of Youth Homes provided with paralegal and case management trainings.</i>	7	0	0	0	0	5	5

The target for this year is to give trainings for the CICL in 7 of the Youth Homes. However, no trainings were accomplished for this year.

- Good Stories

The Youth Home Heads were informed of HLAFF's plans to train their resident CICLs during the conduct of the training for the Youth Home Staff and they had expressed great interest in the offer.

- Accomplishments

The Youth Home Center Heads were late in responding to HLAFF's invitation to have their staff be trained. Since the strategy was to train the Youth Home staff and house parents first before the residents and that the staff and house parents were trained late in the year, we could no longer accommodate training the residents of the youth home.

Because the target for 2014-2016 is to train CICLs in 7 Youth Homes, the CICLs in the 7 Youth Homes will be trained in 2016.

### 1.4. No. of Standard of Treatment developed with the CHR

- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>No. of Standard of Treatment developed with CHR</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

The target was to work with the Commission on Human Rights to develop a Standard of Treatment for Persons Deprived of Liberty.

- **Good Stories**

At the latter part of 2015, HLAF was able to attend a forum wherein the Commission on Human Rights, in partnership with the Alternative Law Groups, sought the suggestions and ideas of the different government agencies, civil society and other individuals in mapping out what the Commission can do throughout the duration of the term of this Commission.

HLAF was able to voice out its concerns regarding the detainees, including the implementation of the accreditation of NGOs under R.A. 7438, to allow them to participate in assisting persons who are under custodial investigation.

- **Accomplishments**

No standard of treatment has yet been developed since the change in the Commissioners was very recent. They spent the year reorganizing. However, it is good to note that the concerns of HLAF piqued the interest of the Commission.

## 2. To decongest jails by empowering the paralegal officers (PLOs) of the BJMP

### 2.1. Number of inmates released

- **Targets and Accomplishments (table)**

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>No. of inmates released</i>	<i>150</i>	<i>98</i>	<i>12.5</i>	<i>12.5</i>	<i>12.5</i>	<i>12.5</i>	<i>140</i>

The baseline for HLAF staff releases is 150 for three (3) years (2014 to 2016), which means we 50 releases every year.

- Good Stories

- a. HLAF was able to expand the coverage of the individuals conducting case follow-ups in Court. Through HLAF's partnership with the different law schools, namely: the Ateneo Law School, University of San Carlos – Cebu, University of Visayas, University of San Juan de Recoletos and Aquinas Univeristy School of Law of Legazpi, Bicol, HLAF was able to obtain the assistance of the students. In fact, there have been additional releases through the follow-ups conducted by theh students.
- b. Another opportunity obtained is that there are other law schools that are interested in implementing the program of HLAF, such as the University of Santo Tomas School of Law.
- c. In one of HLAF's jail visits at Metro Manila District Jail (MMDJ) last November 11, 2015, one PLA endorsed the case of Rolando Abad. He has been accused of violating Sec. 5 of RA 9165. He was waiting for the promulgation of the decision of his case for four years. When his case was brought before the branch clerk of court of RTC 78 in Quezon City, the court staff had promised to calendar his case for promulgation. When the date hearing was set last November 16, 2015, the court had acquitted him. This is one of the many instances in MMDJ where detainees whose cases have been unattended for a long period of time. This kind of story emphasises the significance of the formation of PLAs because it is through their help that a lot of "abandoned" cases are brought to the attention of the proper authorities.
- d. Reynaldo Herrera of MMDJ encountered the same problem whose case is under the sala of Judge Sagun of RTC 78 of Quezon City. Through the referral of the PLAs, his case was brought to HLAF's attention. He has been waiting for the promulgation of judgment since September 13, 2011. Mr. Herrera shared that the court had repeatedly mentioned to his family members who followed up his case that there was just no schedule yet for the promulgation of judgment.

When the case was brought to the attention of HLAF last August 2015, his case was referred to Atty. Fernandez, the branch clerk of court of RTC 78. He promised to attend to the case. After that, Herrera was acquitted last September 1, 2015.

- e. HLAF conducted a Paralegal Training at the Quezon City Female Dorm last September 2015. In one of the sessions, a participant gave the case of Ruth Mijares. She was accused of violating Sec. 11 of RA 9165 before RTC 78 of Quezon City.

Her case was brought to the attention of Atty. Fernandez by telephone. Right there and then Atty. Fernandez assured that the case folder of Mijares is already at the table of Judge Sagun. After that, the case was scheduled for promulgation and Ms. Mijares was acquitted last November 16, 2015.

The three stories falling under RTC 78 shows that the court clearly is overburdened with numerous cases. But despite these challenges, we have established sufficient trust with the court that they immediately check the cases that we refer to them.

- Accomplishments

For 2015, we facilitated the release of 140 detainees.

## 2.2. Number of inmates released by PLO Beneficiaries

- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
<i>No. of inmates released by the PLO beneficiaries</i>	22,500	8590	2259.5	2259.5	2259.5	2259.5	17628

The target is 1500 releases for three (3) years (2014 to 2016).

- Good Stories
  - a. A detainee from Pasay Female Dorm with a family name of Debungco got her release order sometime in July. Her Motion to Quash due to improper of venue was granted. However, her release was withheld due to some request of NBI personnel as alleged. The PLA alleged that the NBI asked the Pasay court to delay her release for they refiled the case at Paranaque court. With the helped of our PLA this matter was brought to HLAf staff. The matter was immediately brought to the branch of court in a meeting together with the JPO. She was released a few days thereafter.
- Accomplishments

At the close of 2015 we recorded a total of 17,628 releases. The data is based on the case intervention done by the Paralegal Aides. The data is kept within the record books that HLAf provided at the start of the year to the PLAs.

### 2.3. Number of Thanksgiving parties for inmates

- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>				
		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>No. Thanksgiving parties for inmates</i>	<i>34</i>	<i>0</i>	<i>6</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>

The target was to give a thanksgiving party in the 34 jails of National Capital Region (NCR).

- Good Stories  
Despite not having a budget for the thanksgiving parties, HLAF was still able to hold six (6) parties through the solicitations of our intern, Ms. Bing Diaz. The items that were solicited were distributed to the Paralegal Aides of the six (6) jails.
- Accomplishments  
We gave a thanksgiving party for six (6) jails. These jails are the following:
  - Taguig City Jail Male Dorm
  - Taguig City Jail Female Dorm
  - Paranaque City Jail Male Dorm
  - Paranaque City Jail Female Dorm
  - Paranaque City Jail Female Dorm
  - Las Pinas City Jail Male Dorm
  - Las Pinas City Jail Female Dorm

### 2.4. Percentage of Functional JPO

- Targets and Accomplishments (table)

<i>Description</i>	<i>Baseline</i>	<i>2014</i>	<i>2014-2015</i>
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		<i>realised</i>	<i>Q1 realised</i>	<i>Q2 realised</i>	<i>Q3 realised</i>	<i>Q4 realised</i>	<i>realised</i>
<i>Percentage of functional PLOs</i>	<i>17</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>7</i>	<i>13</i>

There are 34 jails in National Capital Region. We worked with the assumption that each jail has at least one (1) Jail Paralegal Officer. We targeted to determine that at least half of the 34 JPOs must be functional, which totals to seventeen (17) JPOs.

- **Good Stories**

- a. The JPOs from Taguig City Jail, namely: JO1 Isabel dele Gente of Male Dorm and JO1 Guilleane Reyes of the female dorm had a meeting with the Pasig Court Executive Judge and Clerk of Court. They brought up the matter on the issuance of clearance for the released detainees and the detainees whose cases are due for release. They issue was on the delay in releasing a clearance.

It was resolved on the meeting that the request will be returned on the day of it is requested if it is a detention prisoner. The Office of Clerk of Court also agreed on the proposal of the JPOs that they will ask an advance clearance for those detainees whose cases are due for promulgation. This is to avoid the clogging of request for clearanc.

- b. The JPO of Pasay Female Dorm was not only concerned on the legal aspect of the detainees. He made a letter and request for industrial fans. They were granted five (5) industrial fans. They fans help much on the ventilation of every dorm.

The same request was also granted to Muntinlupa City Jail Male Dorm. Although, they only received one (1) unit of Industrial fan.

- **Accomplishment**

Based on the per meter there are 13 JPOs who passed. It means they got a score of 75% and above. This JPOs are from the following jails:

- a. Muntinlupa City Jail Male Dorm
- b. Paranaque City Jail Male Dorm
- c. Taguig City Jail Male Dorm
- d. Manila City Jail Annex
- e. Pasay City Jail Male Dorm
- f. Pasay City Jail Female Dorm
- g. Manila City Jail Male Dorm
- h. Manila City Jail Female Dorm

- i. Valenzuela City Jail Male Dorm
- j. Malabon City Jail Male Dorm
- k. Quezon City Jail Male Dorm
- l. Quezon City Jail Female Dorm

**5. BEST PRACTICE: *Which activity would you describe as your best and why?***

The best practice for JD this year was the holding of Paralegal and Para social trainings for the five (5) Youth Homes.

It may be considered as the best practice because this is the first time that the JD has a new beneficiary. For more than a decade, JD was focused on giving legal and other forms of assistance to the detainees. But this year, we considered giving assistance to CICLs, specifically those in the Youth Homes. This is in response to the mandate in our mission that we include to help especially the women and children. Moreover, this project also expanded the knowledge of the JD team as they had partnered with the Center for Restorative Action (CRA) Team in order to apply their learnings in training barangays in handling CAR and CICL.

**6. LESSON/S LEARNED: *Which difficulties did you encounter (in implementing activities and achievement of indicators) and how were you able to resolve them?***

- a. We had planned to hold a regular meeting for the JPOs in NCR called the Kamustahan but we were not able to implement in successfully because of budget constraints. We also were not able to get any funding from external sources, and hence, we participated and made suggestions in making the budget for 2016. Since it was not the proper time, we had decided to postpone the activity until 2016. However, despite not being able to push through with the Kamustahan, the connection of HLAF with the JPOs and the BJMP Legal was proven to be strong because they would confer with HLAF regarding their issues in the jails, and also seek the assistance of our staff, Mr. Freddy Alaras and Mr. Junard Jaluag, to help follow-up some of the cases that they handle.
- b. Last year, we also targeted to visit all the jails in NCR. However, because of the limited number of staff, there were instances where we could not visit them all in a month. This was challenging because there were Paralegal Aides who had expressed their sentiment that they felt that HLAF had abandoned them. However, the challenges experienced by HLAF were explained to them and they were able to understand HLAF's position.

Also, the problem was addressed in the planning, where it was decided that the focus would be shifted to just 10 jails for 2016.

- c. Another challenge encountered was on the giving of Paralegal training for the PLAs. There were instances when the same resource speakers would deliver the lectures because the schedule of all the programs of HLAF made it difficult for the other resource speakers to participate. However, through the internship program and the jail decongestion classes that are being held at the Ateneo Law School, the JD Team was able to get the assistance of the students. Another solution that was provided was to utilize the other HLAF staff who were capable of delivering the non-law topics for the trainings.



There was also a lawyer who volunteered their services to lecture to the detainees, such as Atty. Jam Giducos.

- d. The drafting of the standard of treatment could only be done with proper consultation with the Commission on Human Rights. However, since the Commission was in the process of transitioning to the new batch of Commissioners, we were not able to gain their support. However, this problem was resolved when the Commission held a public consultation regarding what direction the Commission should take for the next six (6) years.
- e. It was a challenge to implement the thanksgiving parties because of the lack of budget. However, this has been addressed since a budget was already provided for this target for 2016. Moreover, even without the budget, there were six (6) parties that were able to push through solicitations.

## **7. OTHER ACCOMPLISHMENTS**

### **Conduct of Paralegal Trainings for Old and New Paralegal Aides**

For 2015, the JD team was able to train the PLAs in 16 cities and a municipality. In total, 328 PLAs from 27 different jails benefited from the training. The trainings provided were on Introduction to Law, Criminal Procedure, Modes of Release, Affidavit-Making, Paralegal Ethics, and Public Speaking. Another achievement that the program has is that in some of the lectures, it was volunteer lawyers and students that were providing the lectures.

### **Jail Decongestion Elective Partnership with the Ateneo Law Alumni Association, Inc. (ALAAI)**

The Jail Decongestion Program, implemented by the Ateneo Law Alumni Association, Inc. (ALAAI) in partnership with the Humanitarian Legal Assistance Foundation, Inc. (HLAF) and the Ateneo Legal Services Center (ALSC), had its pilot run from 1 January 2015 to 14 March 2015. During this period, eleven (11) students conducted jail decongestion; six (6) of whom were assigned to Makati City Jail and five (5) to Mandaluyong City Jail. Proceeding from the initial run, the Jail Decongestion Program was offered during the four-month summer break. The long summer break was due to the shift of the calendar year from June-March to August-May. However, since the subject being offered did not meet the minimum required number of students, the class was dissolved.

Following this dissolution, the ALSC, instead provided the ALAAI and HLAF with its interns to implement the jail decongestion program for three (3) weeks. There were four (4) students

who had volunteered to assist in the implementation of the jail decongestion program for three (3) weeks. During these three (3) weeks, the law students were able to conduct five (5) paralegal trainings on Introduction to Law, Criminal Procedure and Modes of Release as well as six (6) jail visits. Because of the lack of time, the law students were not able to conduct case follow-ups. Ultimately, the law students were able to train the Paralegal Aides in Muntinlupa City Jail, Makati City Jail, and Taguig City Jail.

With the start of the new semester in August, the Clinical Legal Education 102 (CLED102) elective class had three (3) enrollees. The class was considered to be under directed research because there were less than ten (10) enrollees. Under this class, the students are currently being taught the theories of imprisonment and detention in preparation for the policy papers that they will be submitting at the end of the semester. Moreover, they have begun conducting paralegal trainings, jail visits and case follow-ups. As of Sept. 15, 2015, the students have conducted four (4) paralegal trainings, one (1) jail visit and two (2) case follow-ups where they followed-up four (4) cases. The paralegal trainings were conducted in Quezon City Jail Male Dorm and Navotas City Jail and the jail visit was conducted in Mandaluyong City Jail.

In total, from the inception of the project and eleven (11) months after, the students were able to conduct the follow-up of fifty-eight (58) cases as stated in the statistics report. Among these, twelve (12) are female detainees. They were able to facilitate the release two (2) detainees and conduct ten (10) jail visits. They were able to conduct nineteen (19) lectures that benefitted one hundred and eighty-three (183) detainees.

The releases are only minimal because each student was able to conduct only (2) court visits at the most, to follow-up the cases. There are several cases that potentially may be provisionally dismissed provided the data are given to the Public Attorney's Office for their next court follow-up.

### **BJMP Monthly Reporting and Partnership**

The BJMP Legal Division has recognized the efforts of HLAF based on the reports submitted to them every month. These reports contain the findings of HLAF every time a jail visit is conducted. It also contains recommendations on how to improve the conditions in the jails. It is also worthy to note that the Atty. Moreno, the new Chief of the BJMP Legal Division, has expressed his support in the activities of HLAF. A meeting was held between Atty. Rommel Abitria and Atty. Moreno wherein both have discussed possible future collaborations.

## **8. SUMMARY OF FINANCIAL REPORT**

STARTING BALANCE	
RECEIVED TRANSFERS	1,400,237.90
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	1,400,237.90
IMPLEMENTED AMOUNT	1,354,990.66
CALCULATED BALANCE	<b>45,247.24</b>
TREASURY BALANCE BANK	45,247.24
TREASURTY BALANCE CASH	-
TOTAL TREASURY BALANCE	<b>45,247.24</b>

Prepared by:

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Freddie Alaras

# **HUMANITARIAN LEGAL ASSISTANCE FOUNDATION, INC.**

## **ANNUAL REPORT JAIL DECONGESTION – REGIONS**

**YEAR: 2015**

### **1. CONTEXT OF THE INTERVENTION**

*Insert here the problems that the program seeks to address, HLAF's strengths and capacity to address the problems identified as well as the circumstances or opportunities that make the program timely.*

The Jail Decongestion Program of HLAF has been ongoing since 2001, however, no intervention has yet been done by HLAF for jails outside of the National Capital Region until 2014. In late 2013 and early 2014, news articles started coming out about the plight of detainees in the jails of Cebu such as Cebu City Jail, Mandaue City Jail and the Cebu Provincial Rehabilitation and Detention Center (CPDRC) which was then becoming famous for its dancing inmates. Furthermore, around January of 2014, the Vice Mayor of Cebu City, Atty. Edgardo Labella came out with a press statement calling for lawyers to provide assistance in decongesting Cebu City Jail.

Cebu City Jail had an ideal capacity of 1,500 but had an actual population of over 2,500 inmates. CPDRC had an ideal capacity of 1,900 but had an actual capacity of over 2,400. Mandaue City Jail had an ideal capacity of 122, but had an actual capacity of over 1,200, making it one of the most congested jails in the region and perhaps even the entire country with a congestion rate of at least a thousand percent (1,000%).

Cebu City Jail and Mandaue City jail, just like its counterparts in BJMP managed jails in the National Capital Region, also had the same problem of lack of sufficient personnel to facilitate the monitoring and follow-up of cases. Its Jail Paralegal Officers handle multiple tasks that are not limited to their paralegal duties. CPDRC on the other hand, a provincial jail managed by the provincial government of Cebu, does not even have a jail paralegal officer at all. Thus, many of the detainees suffer extreme and unnecessary delays in the movement of their cases.

The need for HLAF to introduce its Jail Decongestion Program in Cebu was clearly necessary and urgent.

Fortunately, this need for HLAF's intervention was recognized and supported by both the BJMP Regional Office in Cebu and the local governments. The Cebu City government through the Office of the Vice Mayor and the Police Coordinating and Advisory Council ( the local peace and order council) immediately gave their support to the program. The Governor of Cebu, Hilario Davide III, also supported our intervention in CPDRC. The Chief of the Office of Legal Services and Regional Paralegal Officer of BJMP 7, Atty. Dennis Aliño, likewise immediately gave his support.

The Jail Decongestion Program was introduced in Cebu City Jail – Male Dormitory and the CPDRC in 2014. The program consisted of the training of detainees to become Paralegal Aides as well

as assistance in the capacity building of Jail Paralegal Officers of the BJMP and the jail personnel of the CPDRC.

While 2014 was spent building linkages with stakeholders for jail decongestion in Cebu Province and initiating the program in Cebu City Jail – Male Dormitory and the Cebu Provincial Detention and Rehabilitation Center (CPDRC), the year 2015 was characterized by strengthening these linkages and covering more jails in Cebu while also expanding to the province of Albay.

By the 4<sup>th</sup> Quarter of 2015, HLAf intervention in the regions has expanded to five (5) jails in Cebu: Cebu City Jail Male and Female Dormitories, Mandaue City Jail Male and Female Dormitories and the Cebu Provincial Detention and Rehabilitation Center (CPDRC), and one (1) jail in Albay: Legazpi City Jail.

The rapid expansion to these jails and provinces were done through partnerships with local governments, the local chapters of the Integrated Bar of the Philippines and our partner law schools and law student organizations, such as the University of San Carlos College of Law in Cebu and the Aquinas University of Legazpi College of Law in Albay.

The active participation and support of our HLAf scholars have also contributed much to the success of our program in the regions for 2015. They are Ms. Aijeeth Shahar Awacay of Aquinas University of Legazpi College of Law in Albay and Mr. Mikko Gabriel Valendez of the University of San Carlos College of Law in Cebu.





## 2. Logical Framework

*Insert here the program's logical framework (as indicated in the strategic plan.)*

Description	Target	2015				
		Q1 realised/ expected	Q2 realised/ expected	Q3 realised/ expected	Q4 expected	realised
1. To decongest jails by empowering the paralegal officers(PLOs) of the BJMP in the regions						
1.1. No. of inmates released	<b>1000</b>	360/ 250	447/ 250	313/ 250	No data yet/ 250	<b>1120</b>
1.2. No. of jail visits	<b>48</b>	17/ 12	13/ 12	19/ 12	13/ 3	<b>62</b>

1.3. No. Thanksgiving parties for inmates	1	1/1	0/0	1/0	1/0	3
1.4. No of Talakayans conducted	2	0	0	0	2/2	2
1.5. No. of Evaluation and Monitoring conducted	4	1/1	1/1	1/1	1/1	4
1.6. No. of Meetings with Student Volunteers	12	4/3	4/3	8/3	2/3	18

### 3. GANTT CHART

LEGEND	
	SCHEDULED
	ON TIME
	DELAYED
	CANCELLED

Description	2015											
	1	2	3	4	5	6	7	8	9	10	11	12
1. To decongest jails by empowering the paralegal officers(PLOs) of the BJMP in the regions												
1.1. No. of inmates released												
1.2. No. of Jail Visits												
1.3. No. of Thanksgiving parties												
1.4. No. of Talakayans												
1.5. No. of Evaluation & Monitoring												
1.6. No. of Meetings with Student Volunteers												

### 4. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTERS

1. To decongest jails by empowering the paralegal officers (PLOs) of the BJMP

1.1. Number of inmates released

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>No. of inmates released</i>	<i>1000</i>		<i>360</i>	<i>447</i>	<i>313</i>	<i>No data</i>	<i>1120</i>

### 1.2. Number of Jail Visits

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>Number of Jail Visits Conducted</i>	<i>48</i>		<i>17</i>	<i>13</i>	<i>19</i>	<i>13</i>	<i>62</i>

- Good Stories and Accomplishments

We were able to conduct sixty-two (62) jail visits in Cebu this year and trained a total of one hundred fifty two (152) paralegal aides. In Legazpi City Jail, we conducted a total of five (5) jail visits in 2015 and trained twenty-six (26) paralegal aides. As a result of our intervention, Cebu City Jail – Male Dormitory has reported 1,598 releases from 2014 to October 2015 with HLAFA assistance. We are working on acquiring release data from the other jails.

The frequent jail visits allowed us to establish very good rapport with the Jail Paralegal Officers (JPOs) as well the Wardens and other jail officers. The smooth working relationship with them has made it easier to organize events and activities both inside and outside the jails.

The presence of trained and organized Jail Paralegal Aides (PLAs) have been acknowledged by the JPOs and Wardens as a big help in the accomplishment of their tasks, especially in the monitoring and follow up of cases. The PLAs are recognized in the jails and enjoy the support of the jail management.

### 1.3. Number of Thanksgiving parties for inmates

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>No. Thanksgiving parties for inmates</i>	<i>1</i>		<i>1</i>	<i>0</i>	<i>1</i>	<i>1</i>	<i>3</i>

- Good Stories and Accomplishments

A Thanksgiving Party for paralegal aides in Cebu City Jail – Male Dormitory was held in January 2015 while another one for the paralegal aides of Cebu City Jail – Female Dormitory was sponsored by the students of Human Rights Law of the University of the Visayas Gullas Law School last September with our assistance. The Aquinas University of Legazpi College of Law also hosted a Christmas Party for the inmates of Legazpi City Jail this December.

The initiative of law students and law schools to provide thanksgiving and Christmas parties for the jails have allowed us to hold these additional activities without any financial cost to HLAF, and have given the detainees, especially the PLAs a much needed boost in morale. It also gave the law students an opportunity to interact with the detainees, making them realize how much they all actually have in common.

#### 1.4. Number of Talakayans in jail

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>No. of Talakayans</i>	2		0	0	0	2	2

- Good Stories and Accomplishments

Last November, a series of Talakayans or Istoryahanay were held at the Mandaue City Jail Male and Female Dormitories and the Cebu Provincial Detention and Rehabilitation Center (CPDRC). These Istoryahanays were attended by representatives from the judiciary (the Executive Judges of Mandaue and Cebu, respectively), the Public Attorneys Office, the Prosecutors Office, the Parole and Probation Board, and the Integrated Bar of the Philippines. The programs for both events were organized by paralegal aides and inmates with our assistance.

It was the first time for the detainees in Mandaue City Jail and CPDRC to be given a chance to discuss their most pressing concerns with the judiciary, public attorneys, prosecutors and parole and probation board. It was also the first time for these pillars of the justice system to hear the concerns of the detainees given in such a manner (through dramas and skits) and to see their situation inside the jails.

The Executive Judge as well as the PAO of Mandaue were clearly moved by the presentations of the detainees. We heard several PAO lawyers comment that they did not realize that is how the detainees felt when their hearings were cancelled or rescheduled. The head of the PAO in Mandaue also recognized the role of the paralegal aides to assist them and provide them with a list of cases that need urgent attention.

It must be mentioned that the presence of the Executive Judges during these events would not have been possible if not for the support of the Office of the Court Administrator, particularly Atty. Camille Ting who personally followed up on the judges to attend.

#### 1.5. Number of Evaluation and Monitoring Conducted

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>No. Evaluation and Monitoring</i>	4		1	1	1	1	4

- Good Stories and Accomplishments



In 2015, HLAf's Executive Director and Program Officer were able to visit the Regional Office and meet with the Regional Jail Decongestion Officer, scholars and interns at least four times throughout the year. They were present during major activities organized both inside and outside the jails. These monitoring visits gave us the opportunity to receive feedback as well as to exchange ideas on the implementation of the program.

#### 1.6. Number of Meetings with Student Volunteers

- Targets and Accomplishments (table)

<i>Indicator</i>	<i>Target</i>		<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>Total</i>
<i>No. of Meetings with Student Volunteers</i>	<i>12</i>		<i>4</i>	<i>4</i>	<i>8</i>	<i>2</i>	<i>18</i>

- Good Stories and Accomplishments

In 2015 we were able to establish partnerships with law schools and law student organizations in both Cebu and Legazpi. In Cebu, our activities in jails were participated in by law students from the University of San Carlos College of Law, USC Center for Legal Aid Work (USC-CLAW), University of San Jose Recoletos School of Law Advocacy and Community Enrichment (USJR SOLACE) and the human rights law classes of the University of the Visayas Gullas Law School. In Legazpi, we recently signed a Memorandum of Agreement with the student council of the Aquinas University of Legazpi College of Law.

Last summer, we were also joined by interns from the Ateneo Human Rights Center, the University of San Carlos Center for Legal Aid Work and St. Mary's University of Nueva Vizcaya.

These law students have joined us in conducting paralegal trainings for our paralegal aides as well as other jail activities. AUL Law students have been helping our HLAf scholar in conducting paralegal trainings in Legazpi City Jail since the start of the jail decongestion program in the area after we provided a paralegal training on jail decongestion for them last September 2015.

Members of USJR SOLACE followed up cases for inmates in Mandaue City Jail, and last August, one hundred twenty four (124) students from the Criminal Procedure classes of the USC College of Law followed up cases for inmates in Cebu City and Mandaue City Jails.

#### 5. BEST PRACTICE: *Which activity would you describe as your best and why?*

For Cebu, the best activity of 2015 was the Talakayan or Istoryahanay held at Mandaue City Jail last November 4. It was a day of many firsts. Mandaue City Jail is one of the most congested jails in Central Visayas and possibly the entire Philippines. It was the first time for them to host an event attended by an Executive Judge, all the Public Attorneys, a

Parole and Probation Officer, the President of the local IBP Chapter, and the Assistant Dean of a law school. The event was organized and managed by the paralegal aides with the assistance and support of HLAF and the BJMP Jail Paralegal Officers and their Wardens. The detainees were able to present their most urgent concerns in the most creative and quite fun manner, so much so that the guests appeared to have truly enjoyed themselves while at the same time came out of the event with some meaningful realizations. The PAO lawyers realized how important the hearings were for the detainees, the Executive Judge was able to answer the detainees' questions, and gave the side of the judiciary. The Wardens and JPOs were also able to air out their problems. The detainees looked very pleased to have been able to successfully host these very important guests in their home turf, so to speak. In December when we met with the JPOs, they gave feedback that the Executive Judge must have been truly moved by her experience because they received a high number of provisional releases and that the Paralegal Aides and other detainees were very happy with this outcome.

For Legazpi, the best activities of 2015 was being able to tap the support of the Aquinas University College of Law for our program as well as the training organized in partnership with the BJMP for the Jail Paralegal Officers of the Bicol region. The support of the law school is a very good thing especially since we only have our scholar in Legazpi to implement the program. The activity with the BJMP was great because it gave us an opportunity to reintroduce HLAF to the BJMP leadership and it showed them that we are all on the same side and are genuinely interested in helping them accomplish our common goal of jail decongestion.

**6. LESSON/S LEARNED: *Which difficulties did you encounter (in implementing activities and achievement of indicators) and how were you able to resolve them?***

The most difficult part of implementing the program was in dealing with leadership of the Cebu Provincial Detention and Rehabilitation Center (CPDRC). At the start they really did not appear interested in having us in their facility. Furthermore their structure does not have the necessary personnel for the efficient follow up and monitoring of cases.

However, through persistence and the eventual support of the local government, particularly Governor Davide and the Provincial Administrator, Atty. Mark Tolentino, the leadership of the CPDRC seem to have finally seen the value of our presence in their facility.

**7. OTHER ACCOMPLISHMENTS**

In partnership with the Bureau of Jail Management and Penology (BJMP) Regional Offices in Regions 7 and 5, we were able to organize trainings for Jail Paralegal Officers of Central Visayas and the Bicol Region. The training for Central Visayas JPOs was held in Cebu City last May 14, 2015 and for Bicol, in Legazpi City last November 20, 2015.

We also conducted a training for the jail personnel of the Cebu Provincial Detention and Rehabilitation Center (CPDRC) on Time Allowances and the Supreme Court memorandum circular on Jail Decongestion as well as trainings on Business Correspondence for the jail personnel of the Cebu

City and Mandaue City Jails. HLAF also facilitated a training on jail decongestion strategies for volunteer lawyers and law students organized by the Integrated Bar of the Philippines Cebu Chapter.

## **8. SUMMARY OF FINANCIAL REPORT**

SOURCE OF FUNDS	HLAF
STARTING BALANCE	
RECEIVED TRANSFERS	604,418.72
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	604,418.72
IMPLEMENTED AMOUNT	560,061.10
CALCULATED BALANCE	<b>44,357.62</b>
TREASURY BALANCE BANK	44,357.62
TREASURTY BALANCE CASH	
TOTAL TREASURY BALANCE	<b>44,357.62</b>

# **HUMANITARIAN LEGAL ASSISTANCE FOUNDATION, INC.**

## **ANNUAL REPORT JAIL DECONGESTION ELECTIVE, ALAAI**

**YEAR: 2015**

### **1. CONTEXT OF THE INTERVENTION**

*Insert here the problems that the program seeks to address, HLAf's strengths and capacity to address the problems identified as well as the circumstances or opportunities that make the program timely.*

It is a fact that there is a growing number of detainees being sent to jail yearly. From the estimated 57,000 detainees in 2009, the number has increased to around 79,000 in 2014 with a conviction rate of 24%. And despite the rights provided by no less than the 1987 Philippine Constitution to them, it is still no surprise that every now and then, we would find that these rights are being violated in several ways. Of these rights, the right to speedy trial is the one most commonly violated with impunity—where trial in our courts can last for several years. And this is often what causes the clogging of the dockets in our courts—since 77% of the cases in courts are criminal cases—leading to the congestion in our jails.

According to the Bureau of Jail Management and Penology (BJMP), as of September 2015, they have been managing four hundred and sixty four (464) jails throughout the Philippines. The total capacity of our jails is twenty thousand one hundred and sixty (20,160). As of the said date, the total number of inmates is ninety four thousand three hundred and twenty (94,320). This means that our jails have a four hundred and sixty seven percent (467%) congestion rate.

The BJMP states that in order to function optimally, they would need thirty three thousand personnel. However, they currently have eleven thousand (11,000). The ideal ratio of one BJMP personnel to detainee is 1:7 detainees. Currently, the ratio is at 1:40. As for jail paralegal officers, the ratio is supposed to be 1:500, provided the jail paralegal officer would not be assigned any other function. Because of the lack of personnel, they would have to serve more than one function at a time. For example, a jail paralegal officer (JPO), who is tasked to conduct case follow-ups, is made to be a records officer, an escort or an inmate's welfare and development officer at the same time. This multi-tasking causes a reduction in their efficiency, which is why a simple follow-up procedure that can help in the release of a detainee will take weeks if left to the efforts of the jail paralegal officer alone.

In line with the Ateneo de Manila University's thrust towards nation-building and to help address the stated problem, ALAAI, in partnership with the Humanitarian Legal Assistance Foundation, Inc. ("HLAF") and the Ateneo Legal Services Center ("ALSC"), will offer a clinical course in the Ateneo Law School, entitled: "Clinical Legal Education 3 (CLED102)."

The course will have a classroom component and a fieldwork component. For the classroom component, students will analyze the problem areas in the criminal justice system as they relate to the rights of the





accused. The course will use international human rights law and the rights-based approach as its framework. The discussions will be geared towards showing the gaps in the Philippine context. The fieldwork component will require students to put in four (4) hours a week during the regular semester, or a total of thirty-two (32) hours, to conduct jail decongestion activities. The activities include case follow ups and paralegal trainings.






## 2. Logical Framework

*Insert here the program's logical framework (as indicated in the strategic plan.)*

Description	Baseline	2014-2015				
		Q1 realised	Q2 realised	Q3 realised	Q4 realised	realised
1. Drafted and submitted policy papers to relevant stakeholders	0			1	3	4
2. Facilitated the release of detainees	0	11				11
3. Conducted case follow-ups to monitor the progress of cases filed against detainees	0					46

## 3. GANTT CHART

LEGEND	
	SCHEDULED
	ON TIME
	DELAYED
	CANCELLED

Description	2015											
	1	2	3	4	5	6	7	8	9	10	11	12
1. Drafted and submitted policy papers to relevant stakeholders												

2. <i>Facilitated the release of detainees</i>												
3. <i>Conducted case follow-ups to monitor the progress of cases filed against detainees</i>												

#### 4. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTERS

##### 1. *Drafted and submitted policy papers to relevant stakeholders*

###### 1.1. Have the students draft a policy paper

- Targets and Accomplishments (table)

1. <i>Drafted and submitted policy papers to relevant stakeholders</i>	0			1	3	4
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The students enrolled in CLED102 were required to draft public policy papers and submit them to the relevant stakeholders. The target for 2015-2016 was for them to write four (4) policy papers.

- Good Stories
  1. Mr. Diego Luis Santiago wrote a policy paper entitled, "Disorder in The Court: Mental Health Issues of Those In Conflict With The Law and the Need for Reformation." In his paper, he was addressing the fact that the current justice system does not address the concerns of those detainees who have mental or psychological disorders. He proposed a bill to address the problem raised.
  2. Mr. Juan Bernardo Yulo wrote about the possibility of tapping the detainees as potential workforce. His paper was entitled, "Finding Work for Inmates: Uneducated or Untapped?" where he discussed about the presence of rehabilitation programs or the lack thereof in jails. He was pushing for the conduct of further study about the potential of allowing detainees to work, which at the same time will be a form of rehabilitation for the detainees, preparing them for a life outside jail.
  3. Mr. Raymond Aljon Cusipag wrote about the treatment of religion in different jails. From his visits, he was able to witness that some jails seemed to have preference for Roman Catholics because there were chapels that have been established in the jails while other religions were not given the same privilege. He recommended that the State should be more sensitive and its policies should be more conclusive in terms of the practice of religion – where to be sensitive meant that the State must respect not only the majority religion but also the minority religions, and to be more inclusive meant that the State must provide facilities not only for the benefit of the majority, but also for the benefit of the minority.
  4. The students also drafted a letter raising the Enrile doctrine, wherein the Senator was allowed to be released on bail by reason of his age even if the crime he committed was considered non-

bailable, for the use of the detainees. This letter will be submitted to the Jail Paralegal Officers so that it may be used for the benefit of old detainees who have committed non-bailable offenses as well.

- Accomplishments

HLAF was able to complete the targeted four (4) policy papers. These are going to be submitted to the relevant agencies before May 2016.

## 2. *Facilitated the release of detainees*

### 2.1. Number of inmates released

- Targets and Accomplishments (table)

2. <i>Facilitated the release of detainees</i>	0	11				11
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The target number of detainees to be released is 40 for the whole duration of the project.

- Good Stories

- a. The reflection of the students while conducting the jail decongestion program was exceptional. Here is one excerpt from Gabriel Reyes:

“The Ateneo brand is also built on the ideas of St. Ignatius through the Jesuits that we Ateneans ought to do things via “*MAGIS*” and or “through God’s greater glory”. As a graduating student, I feel like this formative part is missing in the school’s curriculum. To add to the Atenean brand of lawyering, perhaps programs like the jail decongestion can help instill values formation in the professional level. It would be an opportunity to expose the student to realities of the law they may not encounter in practice once they graduate. Such experience can be invaluable in aiding individuals to pursue their own advocacies eventually. As for me, I know I can look back at what I have been privileged to experience and promise myself to pay it forward in the future.”

- b. An excerpt from Diego Santiago’s reflection:

“Prison is indeed a harsh place, and it was premature for me to see it as something “normal” after my excursion back in high school. It really is a place where man and woman finds him or herself at the lowest point, and the dire circumstances and environment do not do the individuals any favors. However, my interaction with the inmates in both Q.C. and Navotas city jails reminded me that at the core, the detainees are still human. They still ascribe to a code of honor that, while altered because of the jail culture, makes them beings of sympathy instead of beings to which negative feelings are directed to. Seeing detainees as humans instead of criminals will do wonders in changing the paradigm of retributive justice into one of rehabilitation and concern for the rights of the accused.”

- c. Here is another good story from Sherdill Rana:

“In my jail visit, many of those I interacted with were just like anybody I would interact with on the “outside”. They were persons just like me. Perhaps they made one wrong decision that landed them in jail but this does not make them bad people. I can think of many more who have done graver evil to society but are never caught or who find ways to stay out of jail. So these men and women of Pateros Jail should be given every opportunity to right their alleged wrongs. They should not suffer more than what they are already suffering. Thankfully, for the Pateros Jail, I saw and observed the cohesion between the Jail management, the prisoners, and HLAf. It is a partnership of upholding human rights. It is definitely a good sign and I hope through HLAf, we can continue to give these people their due under the law.”

- Accomplishments

For 2015, we facilitated the release of eleven (11) detainees, where eight (8) of these were released by HLAf’s law student interns who are from Ateneo Law School, and three (3) were released by the law students enrolled in CLED during the pilot run through.

### 3. Conducted case follow-ups to monitor the progress of cases filed against detainees

#### 3.1. Number of inmates released

- Targets and Accomplishments (table)

3. Conducted case follow-ups to monitor the progress of cases filed against detainees	0	35		12	11	58
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- Good Stories

- Here is an excerpt from Nathaniel Oducado’s reflection paper on conducting a jail visit and realizing the issues he needed to deal with in following up in court:

“While seated and listening to Atty. Iyok and the head Paralegal Aide, Ate Joy’s conversation, I was astonished to find out that jail problems were not just about decongestion. Ate Joy narrated an array of cases ranging from arrogant judges to health issues (even cancer), which plague the detainees. This was my first time to hear the discussion of these problems in jail. It highlights the issue of decongestion as something not to be taken in isolation because it has detrimental causal roots and effects to the prisoners.

After the narration of the problems they have and a quick update on the paralegal program, Atty. Iyok told the detainees to talk to us, so that, if we are able to answer their questions, we can advise them on the matters that they convey to us. We divided into three and we encountered an illegal recruitment case. The detainee is a business woman from Nueva Viscaya and was tagged as a co-conspirator to an illegal recruitment scheme. She narrated to us that the complainants, most of them were not even met by her, that her friends called her to meet them in Wak-Wak. To her surprise PDEA knocked on the meeting place and arrested her. She said that settled all of her cases and only 3 cases are still pending in courts.



She is presently detained for 7 years despite the settlement of all the cases. I advised her to trust the system, and to ask her lawyer to follow up on the judge. The conversation got emotional when she said that her case was the litmus test of detainees in their perception of HLAf and that she lost the prime years of her life, including not seeing her children grow because of the prolonged incarceration.”

- Accomplishments

In total, from the inception of the project and a year after, the students were able to conduct the follow-up of fifty-eight (58) cases as stated in the statistics report. Among these, twelve (12) are female detainees. They were able to facilitate the release two (2) detainees and conduct ten (10) jail visits. They were able to conduct nineteen (19) lectures that benefitted one hundred and eighty-three (183) detainees.

**5. BEST PRACTICE: *Which activity would you describe as your best and why?***

The best activity that we conducted this year was the exposure of the law students to jail and court visits. The reflections of the students showed that they were affected the most when they saw the conditions of the jails as well as the courts. One student even doubted the significance of his becoming a lawyer when he saw the state of the Pasig Regional Trial Court where the case files were piled everywhere. He was made to understand that to become a lawyer is to contribute to changing these circumstances and to make them even better.

Other students were brought out of their comfort zone and it was inside the jail that they realized that the detainees have their own stories. For them to take part in the story of the detainees’ lives changed their perspective of the law and of how it affects people.

**6. LESSON/S LEARNED: *Which difficulties did you encounter (in implementing activities and achievement of indicators) and how were you able to resolve them?***

- a. Proceeding from the initial run, the Jail Decongestion Program was offered during the four-month summer break, which was due to the shift of the calendar year from June-March to August-May. However, since the subject being offered did not meet the minimum required number of students, the class was dissolved. In order to be able to pursue implementing the jail decongestion program in the Ateneo Law Schools, HLAf and ALSC had agreed that the latter will provide their interns to conduct jail decongestion for three weeks during the summer.
- b. The releases are only minimal from the time that the CLED102 was on its pilot run because each student was able to conduct only (2) court visits at the most, to follow-up the cases. Because of this, the students who enrolled in August made more case follow-ups during the semester.
- c. The program also encountered some issues with the fact that the students who enrolled in CLED102 in August were not as adventurous and creative as those who did participated in the pilot run through of the program. As such, they only thought that the purpose of case follow-ups were just to get the next schedule of hearings of the detainees whose cases they were following up.

Because of this, we decided to change the strategy to limiting the lectures to one week and for all the other weeks, the students will just conduct case follow-ups and hold case consultations with the course instructor in order to better understand what needs to be done with the cases in order to be more efficient in facilitating the release of detainees.

- d. The lack of students who enrol in the subject is also a challenge. Because of that, we resorted to using volunteers and the interns who are from the Ateneo Law School to conduct jail decongestion. This year, we are planning to recruit more volunteers should there be a few enrollees.

## 7. SUMMARY FINANCIAL REPORT AND ASSESSMENT

FUND IS MANAGED BY THE ATENEO LAW ALUMNI ASSOCIATION, INC.

Starting balance	
Received transfers	
Total available amount for implementation	
Implemented amount	
Calculated balance	
Treasury balance bank	
Treasury balance cash	
Total treasury balance	
Variance between calculated and treasury balance	
Explanation of variance	

Prepared by:

Kristoffer Claudio  
Program Officer

Date: January 15, 2016

# HUMANITARIAN LEGAL ASSISTANCE FOUNDATION, INC.

## ANNUAL REPORT FOCUSED REINTEGRATION OF EX-DETAINEES

YEAR: 2015

### 1. CONTEXT OF THE INTERVENTION

*Insert here the problems that the program seeks to address, HLAFF's strengths and capacity to address the problems identified as well as the circumstances or opportunities that make the program timely.*

FRED Program seeks to help and assist client/s who were released in jail and whose case/s have been resolved. The birth of this program in April 2014 was due to the demand for an aftercare service of clients who had been help out in the intervention of Jail Decongestion Program. This is the vision of Master Choa Kok Sui on which HLAFF have been involved in continuing healing of the lives of those client in need of a second chance and be rightfully reintegrated in their community.

HLAF aspire to be captains in the lives of ex-detainees to reintegrate them in their respective communities and empower the learning skills that they have learned in their reformation. The Program promotes and heighten a zero - reoffending behaviour/s or circumstances among our client/s. The organization will be instrumental in steering them towards being responsible citizens, with the help of their families and the community.

HLAF would help in passage of a law that will draw attention to an equal protection of those client/s ex-detainee, especially those resolved cases and to uphold their reintegration process in the community. The endeavor, close involvement and collaboration with the LGU, community organizations, safekeeping authorities and professional intervention will be fostered to respond in the development of after-care service/s.

HLAF will advance a successful crime prevention strategy and protect the society by reintegrating the ex-detainees as a key partner in the Criminal Justice System. Selected ex-detainees will also be empowered to become paralegal service mentors and partake in the development of interventions.

### 2. Logical Framework

*Insert here the program's logical framework (as indicated in the strategic plan.)*

<b>Humanitarian Legal Assistance Foundation - Focused Reintegration of Ex Detainees FRED</b>	<i>Baseline</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>
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<b>Program</b> <i>After-care service for client's releases / and resolved cases in jail.</i>		<i>realised</i>	<i>realised</i>	<i>Q1 expected</i>	<i>Q2 expected</i>	<i>Q3 expected</i>	<i>Q4 expected</i>	<i>realised</i>
<b>1. To reintegrate ex-detainees into the community</b>								
<b>1.1. No. of inmates cases followed-up by Fredelitos</b>	1000	78	221	Accordingly to HLAf's year-end strategic planning indicator's task is transferred to JD Team				
<b>1.2. No. of FREDelitos who passed HLAf FRED Perimeter</b>	42	12	22	10	10	12	10	
<b>1.3. No. of Advocacy Materials</b>	1	1 (FRED Tarp)	0			1 (AVP)		

### 3. GANTT CHART

<b>FRED</b>	<b>2015</b>											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>1. To reintegrate ex-detainees into the community</b>												
<b>1.1. No. of inmates cases followed-up by Fredelitos</b>	Total = 221 cases followed-up											
1.1.1. Case Follow-up	40	30	22	10	9	14	10	8				
1.1.2. Incentives to FREDelitos	4	4	3	2	1	2	1	1				
1.1.3. Paralegal Skills Training			2			2						
<b>1.2. No. of FREDelitos who passed HLAf FRED Perimeter</b>	Total = 10 FREDelitos who passed HLAf FRED Perimeter											

1.2.1. Allowances for Beneficiaries	30	4	13	17	19	6			SW in-charge on leave from September 20 - November 30, 2015			
1.2.2. Case Study			3	5			4	2				
1.2.3. Family Day	1					1						
1.2.4. Home Visit		12			8		4	2				
1.2.5. Mid Assessment	3	2			5							
1.2.6. Pranik Healing Sessions	2											
1.2.8. Random Drug Testing	4				4							
1.2.9. Skills Training (converted to livelihood or job requirements assistance)	3					3						
1.2.10. Values Formation			13	8								
1.3. No. of Advocacy Materials												
1.3.1. Documentary Making of FREDelitos Interview with the Community	1						1					
<b>LEGEND</b>												
SCHEDULED												
ON TIME												
DELAYED												
CANCELLED												

#### 4. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTERS

##### 1. To reintegrate ex-detainees into the community

##### 1.1. No. of inmates cases followed-up by Fredelitos

NOTE: The target set for No. of inmates cases followed-up by Fredelitos during the 2014 implementation, was too high because the basis was HIAF standards in following-up cases. However, during the pilot testing of the project, the ideal condition in following-up is not present for the FREDelitos.

##### 1.1.1. Case Follow-up

2015 FRED Program Implementation

Targets	1000
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Accomplishments	221
Accomplished %	22.10%

*NOTE: The target set for No. of inmates cases followed-up by Fredelitos, was reduced to 1000, the basis was based on evaluation results of program implementation in 2014 in following-up cases. However, during the 2015 year end evaluation, it was agreed that the indicator's task in following-up cases and monitoring will be part of the Jail Decongestion Program. So that our client/s will have to focus on the Program's weekly sessions and activities in debriefing, values formation and other skills training involvement within their community.*

- **Good Stories**

- Marilen Alcarde the first female paralegal volunteer FRED beneficiary, to invite her friend "Ate Che" Michelle Takahashi to FRED Program. She is a former paralegal aide in BJMP Mandaluyong female dorm and later on became her area of assignment. She helped 15 clients in her paralegal work and after her FRED Program Sessions she goes back in her province in Bacolod together with her family.

- Michelle Takahashi was also trained by Jail Decongestion Team to become paralegal volunteer, and she is assigned in Mandaluyong male dorm. She had helped a total of 60 client inmates in her case follow-up assignment, this includes 3 among the FRED Batch 3 beneficiaries she convinced to join the Program. By the end of 2nd Quarter she was not able to continue as a paralegal volunteer because she was employed at Mandaluyong City Hall as a lady guard. On 16th of May 2015 she started working in Taiwan as a domestic helper, and even if in a distant place she continued referring clients for FRED Program and Jail Decongestion Program for case follow-up, thru an updated communication in her Facebook messages. This is her tightening and response to her religious group of Jehovas Witnesses who is also religious service provider in Mandaluyong Jail.

- June Carpio, a release from BJMP Makati male dorm is a former Paralegal Aide and a "Kulturero" in their dorm. He is assigned at BJMP Quezon City Jail male dorm and has accomplished 13 case follow-up in different Court Branches. Even if he is from SJDM Bulacan he manage to attend every learning sessions of FRED Program in HIAF HQ and at the same time accomplished his voluntary works in paralegal. After Batch 2 of FRED Program, he manage to start his family own mini-carenderia business in Bulacan.

- Elkee Malvas was a former government employee at DFA assigned in Iran, it was his valuable experience that he was also selected as a paralegal aide in Pasay City male dorm. As soon as he was granted with provisional dismissal, he joined FRED Program and became one of the volunteers assigned in Pasay male dorm and Quezon City male dorm. He had accomplished 52 clients in his paralegal work and one of his released client is "Kuya Rain" Jeffrey Rain Padilla, and he was later on invited and enrolled to FRED Program.

- Louie Cubillan is a referral from Las Pinas City Jail male dorm by the Warden himself and the Chief Paralegal of BJMP-NCR Atty. Jay Joe Arejola, he was the first GCTA release who was endorsed to FRED Program. During the 2nd quarter he was trained and joined HIAF Jail Decongestion Team to conduct follow-up of cases in Malabon RTC, he conducted 3 clients case follow-up in Las Pinas area and Bacoar Cavite area. As of now he was employed as a company driver in First Freight Courier Company based in Ortigas Center.

- **Accomplishments**

During the course of assigning FREDelitos paralegal volunteers, SW in-charge also drafted a **FRED Guidelines in Paralegal Volunteer** to ensure the accountability with every activities of case follow-up of FREDelitos within the BJMP and Court Branches premises. This also led to a draft of Guidelines of case follow-up for law students volunteer, with the help of our HLAF - Program Officer Atty Kim Claudio.

To guide and uphold the rules and regulations for FRED Program's entire period, we also drafted a **FRED Code of Conduct** to bear with the acceptance of the FREDelitos as they signed the code of conduct agreement. By the end of 2nd Quarter the FRED Code of Conduct was transcribed in Tagalog.

#### 1.1.2. Incentives to FREDelitos

##### 2015 FRED Program Implementation

Targets	62
Accomplishments	18
Accomplished %	29.03%

- **Good Stories**

SW in-charge also monitored the accomplishments of the FREDelito's and continuously get their FRED Diary in this challenging activities. We also adopted a **FRED Light Moments Sessions** in order to release some grievances in their experiences in handling case follow-ups.

SW in-charge drafted the **REWARD A FRED** system of enrollment of beneficiary from those who are invited by the active FRED Paralegal Volunteers. It was also approved by HLAF-E.D. and it was a big help to our beneficiary in seeking for incoming FREDelitos.

- **Accomplishments**

The HLAF FAPO Mrs. Leila Cabarle manage the incentive grants and Assistant JD Staff "Kuya Freddie" constantly monitoring the accomplishments of the FREDelitos by collecting the reports and encoding the updates in the case/s followed-up in the HLAF data base.

#### 1.1.3. Paralegal Skills Training

##### 2015 FRED Program Implementation

Targets	4
Accomplishments	4
Accomplished %	100.00%

- Having part of the targets for 2015, SW in-charge redesigned the **FRED Modules** and inserted the 2 Topics of Intensive Paralegal Volunteer Session, review on Criminal Procedure and Modes of Release.

- **Good Stories**

Review and orientation of Paralegal Work and Case Follow-up Procedures super-headed by lecture of **Criminal Procedures, Courts Coordination** and sharing of experiences by "Kuya Freddie". While **Modes of Release** and **Case Follow-up Documentation** was given by SW Itoy and to apply their learnings during lecture, a role playing activity was conducted, also assisted by Ateneo and HLAf - Interns, Ms. Ayie and Ms. Shannon.

The characters in the **role play sessions** were; RTC Judge = Alaras / Itoy as the BJMP Jail Paralegal Officer / Ms. Shannon as the Criminal Records / and Ms. Ayie as the RTC Branch Clerk, and offcourse we put our best acting skills to give the FREDelitos challenges in a realistic practice or application to their learning inputs.

- **Accomplishments**

- Having part of the targets for 2015, SW in-charge redesigned the **FRED Modules** and inserted the 2 Topics of Intensive Paralegal Volunteer Session, review on Criminal Procedure and Modes of Release.

## **1.2. No. of FREDelitos who passed HLAf FRED Perimeter**

### *1.2.1. Allowances for Beneficiaries*

2015 FRED Program Implementation

Targets	120
Accomplishments	89
Accomplished %	74.17%

- **Good Stories**

As of last quarter 2014 implementation, FRED Program allowances grants continued in 2015 to give **transportation allowances only for every Module Sessions and Activities**. The basis of the transportation allowance is the fare matrix guide attached in the FRED Profile based in the distance of the HLAf HQ or Venue of the Program upto the temporary or permanent location of the residence/houses of the beneficiaries.

The beneficiary's interest, focus and determination is then determined in this new scheme of allowances grants. During their graduation rights per Batch of FREDelitos and on the scheduled Family Day Activity, HLAf-FAPO gives the computed **final allowance remaining** for the individual FREDelitos. This could also help them in starting a small self-owned business or they could initially invest in their job opportunity requirements.

- **Accomplishments**

Targets and Accomplishments was based on the signed attendance of the FREDelitos with every Program session. There were 3-4 Modules or Activities conducted every month and a total of 20 scheduled releases of allowances per month. However other beneficiaries who just attended for 1 or 2 consecutive attendance is also counted in the accomplishments.



### 1.2.2. Case Study

#### 2015 FRED Program Implementation

Targets	30
Accomplishments	14
Accomplished %	46.67%

- **Good Stories**

To easily gather the Profile of the incoming FREDelitos, those inmates in promulgation stage and merely a resolve case status, was reported to HLAf thru call and endorsed by Jail Paralegal Officers. Also indicated to **kMemo4 Re: Memorandum on the Jail Visits, Date: June 30, 2015** for HLAf Staff and Jail Visitors 3rd Paragraph, regarding the FRED Profiles, to make sure with reminding the Paralegal Aides (PLAs) to fill out the form properly so that we can get qualified FRED Beneficiaries.

Case Study / Case Folders were filed in SW in-charge desk and as soon as there were referred releases from the Jail Decongestion Team it was scheduled for Home Visit and Interview with the client and their respective family members. The PerMeter was also attached with the mechanics of point system according to the used Person in Environment System (PIE Manual). PIE System Manual which was used in Social Work Profession since 1990's.

- **Accomplishments**

A total of 14 case study of FRED beneficiaries was accomplished this 2015, however there were 2 among those beneficiaries, who was not able to finish their 12 FRED Program Sessions because they manage to get back to employment. **FRED Per-meter** had been updated during the implementation of Batch 2 FREDelitos. It was then modified and re-designed for the FRED client/s assessment, as well as the adjustment in the current and related issues.

### 1.2.3. Family Day

#### 2015 FRED Program Implementation

Targets	3
Accomplishments	2
Accomplished %	66.67%

- Targets and Accomplishments (table)

- **Good Stories**

The 2nd FRED Family Day last January 24, 2015 for FRED Batch 2, was conducted in Antipolo together with 5 beneficiaries and their family members. It was also attended by 7 the **Service Learning - SL Students** Communications Development courses from Miriam College who become volunteers in making the **HLAF-AVP** and joined the home visit activities in Mandaluyong Area beneficiaries in Batch 2 of FREDelitos. We also have a special guest from Las Pinas City Jail male dorm, Warden Atty. Jay Joe Arejola, also the Chief of Paralegal Service BJMP-NCR, who is very supportive with HLAf-JD Program and FRED Program.

The 3rd FRED Family Day last June 6, 2015 for Batch 3, was conducted in Malabon together with 4 beneficiaries and their families. We awarded a certificate of appreciation to one of the Batch 2 FREDelito "Kuya Elkee" who hosted and co-facilitated the event. Also the FREDelitos Batch 3 final allowance was computed and given in this day of their graduation rights.

- **Accomplishments**

HLAF had accomplished 2 Family Day Events for this year of 2015, even if in the constraint period of looking for the venue and the full-load of schedule from other HLAF-Events C.O. Team. In last Quarter SW in-charge was also on leave for a 2 and 1/2 month period to fortunately take the Bar Exam in 2015.

#### 1.2.4. Home Visit

##### 2015 FRED Program Implementation

Targets	20
Accomplishments	26
Accomplished %	130.00%

- Targets and Accomplishments (table)

- **Good Stories**

In 1st Quarter we have visited the families of Marilen Alcarde and Michelle Takahashi both from Mandaluyong City and we were accompanied by 6 **SL Students** and with 1 SL Coordinator from **INSA Miriam College**. The Activity also helped the students accomplished their academic requirements and HLAF SW in-charge also given the SL Students some learning inputs from the conducted activity.

We also conducted a semi-debriefing methodology thru observations and realization inquiry and among the SL Students. We asked them their observations and situations of the family of the ex-detainees, including the challenges in seeking acceptance of a FREDelito in their family.

In 2nd Quarter we have visited "Jeffrey Rain Padilla and his best friend Jon-Jon Azuela "Kuya Dhoy". Rain is a PWD and a bi-sexual, he is suffering from stigma in his environment and his own family. He losses trust, and suffers scrutiny among his siblings. During our visit with Rain in Antipolo area, we were accompanied by Ateneo Intern Ms. Ayie, our Senior C. O. and SW Luis and a our HLAF E.D. Iyok.

Another area in Cavite group was visited, the residences of Kuya Elkee Malvas, Kuya Louie Cubillan and Kuya Richard Francisco. We were accompanied by HLAF SW Claudette, Ateneo Intern Ms. Shannon and assisted by "Kuya Elkee".

- **Accomplishments**

The accomplishments of home visits exceeds from the planned, because the counts of home visit activities during the recruitment and selection of newly endorsed releases from JD Team, most of the activity in home visits, the SW in-charge was accompanied by "Kuya Freddie in Pasig, Pateros and Taguig Areas. It was also the procedure adopted since 2014 that if there were releases who called HLAF HQ and has an intention to join the FRED Program they were scheduled for home visit.

#### 1.2.5. Mid Assessment

##### 2015 FRED Program Implementation

Targets	20
Accomplishments	10
Accomplished %	50.00%

- Targets and Accomplishments (table)
- **Good Stories**

The help of the Psychologist Ms. Manay Llana Ramos, in giving counselling back to back with a follow-up session of Module: Basic Family Communication, effectively improve the FREDelito's mid-evaluation.

- **Accomplishments**

Almost all of the beneficiaries passed the Mid-Evaluation except for those FREDelitos who discontinued attending sessions because of employment. Another reason is that during the second quarter 1 of the beneficiary failed to pass the random drug testing. But we applied additional counselling to the client and as a protocol he will be deducted with his FRED allowances grants. The accomplishment was based on the no. of FREDelitos who completed or majority attended FRED Program Session and sought with some improvements with the FRED Perimeter.

#### 1.2.6. Basic Pranic Healing Sessions

##### 2015 FRED Program Implementation

Targets	8
Accomplishments	2
Accomplished %	25.00%

- **Good Stories**

1st Quarter Batch 2 was able to attend in HLAF HQ for Basic Pranic Healing Session, "Ate Che" and "Kuya Elkee" completed the Basic Pranic Healing Sessions Conducted in MCKS Foundation Unit 2208.

- **Accomplishments**

We only have 2 beneficiaries who completed the Basic Pranic Healing, however the other attendees was incomplete in this session.

#### 1.2.7. *Random Drug Testing*

##### 2015 FRED Program Implementation

Targets	8
Accomplishments	8
Accomplished %	100.00%

- **Good Stories**

Since the FRED Program Session is held in HLAH HQ, the Drug Testing was conducted in MPO Building. The results were immediately released and 1 client was turned out positive for this year 2015. We make a follow-up counselling to him and given some advice. The continuing development of the FRED Module now is being designed, hoping to answer the issue on Abuse of Substance and Vices Treatment.

- **Accomplishments**

We have 8 beneficiaries randomly selected to take the test and they also have the agreed that it was included in the evaluation and the signed agreement in the FRED Code of Conduct.

#### 1.2.8. *Skills Training*

##### 2015 FRED Program Implementation

Targets	8
Accomplishments	8
Accomplished %	100.00%

- Targets and Accomplishments (table)

#### 1.2.9. *Values Formation*

##### 2015 FRED Program Implementation

Targets	40
Accomplishments	21
Accomplished %	52.50%

- Targets and Accomplishments (table)

### 1.3. **No. of Advocacy Materials**

#### 1.3.1. *Documentary Making of FREDelitos Interview with the Community*

##### 2015 FRED Program Implementation

Targets	2
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Accomplishments	2
Accomplished %	100.00%

## 5. Summary of Financial Report

SOURCE OF FUNDS	HLAF
STARTING BALANCE	
RECEIVED TRANSFERS	334,615.40
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	334,615.40
IMPLEMENTED AMOUNT	303,297.74
CALCULATED BALANCE	<b>31,317.66</b>
TREASURY BALANCE BANK	31,317.66
TREASURTY BALANCE CASH	
TOTAL TREASURY BALANCE	<b>31,317.66</b>

## 2015 HLAf CRA YEAR-END REPORT

Country	PHILIPPINES
Partner	Humanitarian Legal Assistance Foundation, Inc. - Center for Restorative Action  (HLAF CRA)Program
Quarter Tx/year)	2015

### 1. CONTEXT OF THE INTERVENTION

*The first batch of training of the partner barangays in Malabon City and Navotas City that started in mid-2014 ended the year with their achieving of Level 1 functionality based on the HLAf BCPC Performance Meter. BCPC Champions have been identified among the first batch of partner barangays, which made it easier to convince the second batch to partner with HLAf. HLAf has also produced champions for the pioneer partner barangays who are the living evidence of working and functioning BCPCs within their respective communities.*

*The second batch of partners in the two cities have been identified and selected during the last quarter of 2014 using the criteria set by HLAf in close coordination with their respective Local Social Welfare and Development Offices (LSWDO).*

*A baseline survey through focused group discussions among the second batch of partners was conducted from January 26-31, 2015. Through it, all barangays agreed and committed to the partnership with HLAf for their BCPCs to be organized and capacitated.*

*However, sometime in March of this year, the City Government of Malabon called for a meeting with all partner NGOs, the aim of which was to review the objectives of the partnership as well as to see the workability of the barangays to continue and sustain the various programs that they are implementing with the different partner NGOs. Due to this, the set schedule of trainings for the partner barangays of Malabon City was put on hold while assessing the capacity of the barangays involved. A series of meetings were set with the City Mayor's consultant, Mr. Johnson Sy, together with the new head of the LSWDO, to address issues that might lead to discontinuity of the started partnership particular to that of the second batch of partner barangays in Malabon City. Partner barangays were called for a meeting and they showed commitment to pursuing their BCPC strengthening and capacity building.*

*Another result of this newly reviewed agreement is the inclusion of more city staff, particularly members of the LCPC, in the trainings to aid in mentoring and coaching the partners to sustain their BCPCs even after the partnership with HLAf would end. Noteworthy as well was the commitment and assurance of support from the city for the second and third batches of partner barangays from the city.*

*Another foreseen event that will have an effect in the partnership is the upcoming 2016 national and local elections because of the possible change of administration wherein all structures within the barangay are affected. To address this, HLAF is already set to meet the third batch of partners in August to ensure that 24 BCPCs will be capacitated and strengthened by 2016 in the two cities.*

*The last batch of partner barangays have already been identified prior to the conclusion of the third quarter of the year. In Malabon City and Navotas City, courtesy meetings were already conducted as reflected below:*

AREAS	DATES
Malabon City	
Barangay Catmon	September 7, 2015
Barangay Longos	
Barangay Tañong	
Barangay Santulan	
Navotas City	
Barangay Bagumbayan South (BBS)	October 9, 2015
Barangay Navotas East	
Barangay Navotas West	October 8, 2015
Barangay San Rafael Village (SRV)	October 9, 2015
Barangay Tanza	
Barangay Tangos	

*In Navotas City, it has been agreed upon with the city government thru the City Social Welfare and Development Office (CSWDO) that the remaining six (6) barangays will also be part of the project. The city ensured that they will still closely monitor and assist the said barangays in order for them to finish all the trainings which will entail logistical needs along the way. By the 3<sup>rd</sup> week of October 2015, the third batch of partner barangays will be met to lay down the partnership's expectations and requirements as well to have focus group discussions (FGDs) as part of the baseline process.*

*The 3<sup>rd</sup> batch of barangays will be the last set of partners of HLAF for the KIYO 2014-2016 project. HLAF intended to start the trainings of the identified barangays before the hype of the in-coming elections in 2016; local and national. Based on HLAF's experience, election preparations and processes usually impede the capacity building and training of partners along the way. This is HLAF's way to ensure that the BCPCs are already done with the trainings before October 2016 because it will be the local election month.*

*The table below shows the complete list of the partners in two cities.*

AREAS	BATCH 1	BATCH 2	BATCH 3
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<b>MALABON CITY</b>	Concepcion Maysilo Tinajeros Tugatog	Baritan Dampalit Hulong Duhat San Agustin	Catmon Longos Tanong Santulan
<b>NAVOTAS CITY</b>	Daanghari North Bay Boulevard North North Bay Boulevard South San Roque	Bangkulasi Bagumbayan North San Jose Sipac Almacen	San Rafael Village Bagumbayan South Navotas East Navotas West Tangos Tanza

*The training modules being used by HLAF was also changed with the upcoming batches. With Module 2A: Para Social Worker Skills Training and Module 2B: Paralegal Skills Training, it has been observed that the first batch of partner barangays still struggle in their case management skills and knowledge. Technical Assistance and more intensive coaching and monitoring are continuously being given to them in order to help improve their handling of cases of children. As a result, HLAF reviewed and re-strategized the flow of the said two modules for it to be more effective for the partner beneficiaries.*

*The conduct of the new training modules has proven to be more effective as it now focuses more on the necessary skills needed for case managers. The training fused para social worker skills with paralegal skills where the first two days dealt on handling children at risk and the last two days on handling children in conflict with the law. The concepts and skills on the two modules have been analyzed as complementary thus the need not to separate it during actual training-workshops.*

*On Indicator 3.1.3: The number of Children Associations organized, which activity is Organizing Barangay Children's Association, equivalent to Module 3B: Juvenile Justice Volunteer's Self-Awareness and Leadership Training, has also been re-strategized. With the 2<sup>nd</sup> batch of partner barangays, they were given the task to organize their own children's association as application of the BCPCs learned skills from their Module 3A Training. Instead of conducting Module 3A for each partner BCPCs, they were assisted in the formation and organizing. Once the BCPCs have already organized their BCYAs, HLAF will give a one time training for all their officers in a common venue. Evidently, the 2<sup>nd</sup> batch of partner barangay managed to organize and form their own children's association at their own cost and effort. Details of their accomplishments as to this indicator will be found in the narrative report.*

## 2. Logical Framework of the Program at KIYO-level

**GENERAL OBJECTIVE: To broaden the support for the rights of all children, with particular attention to the most vulnerable children in the South.**

	<b>Description</b>	<b>Indicators</b>	<b>Baseline</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
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				<i>achieved</i>	<i>achieve/ expected</i>	<i>expected</i>
<b>SO</b>	<i>Vulnerable children in the metropolis in the Philippines have an environment that protects them, are conscious about their rights and get opportunities to develop themselves in the society.</i>	<b>Indicator 3:</b> <i>The number of Local Councils for the Protection of Children that feels capable and responsible for a child-friendly policy.</i>	<b>0</b>	<b>0</b>	<b>16</b>	<b>24</b>
<b>ER 3</b>	<i>Local governments are capable of fulfilling their responsibility towards children and of applying child-friendly governance.</i>	<b>Indicator 13:</b> <i>The number of Local Councils for the Protection of Children that function well</i>	<b>0</b>	<b>0</b>	<b>4/16</b>	<b>24</b>
		<b>Indicator 14:</b> <i>The number of children that availed of restorative justice and rehabilitation</i>	<b>0</b>	<b>0</b>	<b>900</b>	<b>540</b>
		<b>Indicator 15:</b> <i>The number of LCPCs with active participation of children</i>	<b>0</b>	<b>8</b>	<b>8/16</b>	<b>26</b>

### 3. LOGICAL FRAMEWORK AT THE PARTNER LEVEL

	<i>Description</i>	<i>OVI (indicator)</i>	<i>Baseline</i>	<i>2014</i>	<i>2015</i>					<i>2016</i>
				<i>realised</i>	<i>expected</i>	<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	<i>expected</i>
<b>SO:</b> <i>Local governments are capable to take up their responsibilities towards children and the quality and implementation of child-related laws, policies and programs have improved</i>										
<b>R</b>	<i>By the end of 2016, governance in the barangay shall have improved in order to support the improvements in quality and implementation of policies and programs for the protection of CICL and CAR.</i>									
		<i>The number of Barangays with Functional BCPCs</i>		<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>6</b>	<b>24</b>
		<i>The number of Barangays with CBRJs handling and managing CAR and CICL cases using RJ Paradigm</i>		<b>0</b>	<b>16</b>	<b>8</b>	<b>8</b>	<b>16</b>	<b>16</b>	<b>24</b>
		<i>The number of Children Associations organized</i>		<b>0</b>	<b>16</b>	<b>0</b>	<b>8</b>	<b>12</b>	<b>16</b>	<b>16</b>

	<i>By the end of 2016, capacity building and service providing in the barangay shall have been improved and strengthened in order to support the improvements in quality and implementation of policies and programs for the protection and welfare of CICL and CAR.</i>									
		<i>The number of CAR and CICL cases that benefitted from CB-Diversion and Intervention Program</i>		<b>0</b>	<b>260</b>	<b>312</b>	<b>273</b>	<b>315</b>	<b>464</b>	<b>440</b>
		<i>The number of Barangay Personnel trained in implementing CBRJ and BCPC functions</i>		<b>253</b>	<b>400</b>	<b>496</b>	<b>1187</b>	<b>1330</b>	<b>1330</b>	<b>600</b>
		<i>The number of BCPC and CBRJ members trained as trainers</i>		<b>0</b>	<b>100</b>	<b>0</b>	<b>42</b>	<b>82</b>	<b>82</b>	<b>150</b>
		<i>The number of Trained Juvenile Justice Volunteers.</i>		<b>89</b>	<b>400</b>	<b>89</b>	<b>161</b>	<b>181</b>	<b>261</b>	<b>600</b>
	<i>By the end of 2016, people will become aware of basic principles of the law and shall have learned of the benefits that the community can get in implementing the law.</i>									
		<i>The number of primers developed and published</i>		<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
		<i>The number of Children's Congresses Conducted</i>		<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
		<i>The Number of Posters developed and published</i>		<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

		<i>The number of fora conducted</i>		<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
		<i>The number of JJN General Assemblies conducted</i>		<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
		<i>The number BCPC Summits Conducted</i>		<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

#### 4. GANTT CHART

Result	Activity	Step	2015											
			1	2	3	4	5	6	7	8	9	10	11	12
3. Local governments are capable to fulfill their responsibility towards children and to apply a child friendly governance.														
	3.1.1 Strengthening of BCPC functionality													
		Assessment of BCPC functionality												
		Baseline survey of target barangays												
		Module 1A: BCPC Orientation and Restorative Justice												
		Module 1B: BCPC Strategic Planning: CLJIP												
		Module 1C: Networking, Resource												





	<i>Staff Development</i>												
		<i>Staff Trainings</i>											
		<i>Exposure Visits</i>											

Legend :



New Schedule

Note PF: For the narrative report it would be sufficient to complete the format below. The Gantt chart (sheet 1.2 of the sharepoint file) can still be completed for internal monitoring purposes.

Ref. Number	Title	Total number planned for 2015	Implemented Q1	Implemented Q2	Remaining to be implemented Q3 and Q4
3.1.1	Strengthening of BCPC Functionality (Module 1A)	8	8		8
3.1.1	Strengthening of BCPC Functionality (Module 1B)	8	6		2
3.1.1	Strengthening of BCPC Functionality (Module 1C)	8		4	4
3.1.1	Strengthening of BCPC Functionality (FGD)	18	8	0	10
3.2.1	Organizing and Training of Community-Based Restorative Justice Committee (Module 2A)	2			2
3.2.1	Organizing and Training of Community-Based Restorative Justice Committee (Module 2B)	2			2
3.1.3	Organizing of Barangay Children's Association (Module 3B)	16		8	8
3.1.4	Training of Barangay	2		1	1

	Personnel on Training Management (Module 3C)				
3.1.5	Training of Restorative Justice Advocates (Module 3A)	16	8		8
3.1.6	Development and Publication of Primers	1			1
3.1.7	Children's Congress	1			1
3.1.9	Children's Fora	1			1
3.1.10	JJN General Assembly	1			1
3.1.11	BCPC Summit	1			1
3.1.12	BCPC Quarterly Kamustahan	3	1	1	1
3.1.13	Staff Development	4		1	2

## 5. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTER

**RESULT 3 : Local governments are capable of fulfilling their responsibility towards children and apply child-friendly governance.**

**3.1 By the end of 2016, governance in the barangay shall have improved in order to support the improvements in quality and implementation of policies and programs for the protection of CICL and CAR.**

***The number of Barangays with Functional BCPCs***

### **3.1.1 BASELINE DATA SURVEY THRU FOCUS GROUP DISCUSSION**

This initial activity with the second batch of partner barangays was conducted per barangay. Schedules and number of participants were as follows:

<b>MALABON AREAS</b>	<b>DATES</b>	<b>NUMBER OF ATTENDEES</b>
BARITAN	January 29, 2015 (AM)	19
DAMPALIT	January 31, 2015 (AM)	22
HULONG-DUHAT	January 31, 2015 (PM)	10
SAN AGUSTIN	January 29, 2015 (PM)	18
<b>NAVOTAS AREAS</b>		
BBN	January 26, 2015 (AM)	19
BANGKULASI	January 26, 2015 (PM)	9
SAN JOSE	January 27, 2015 (PM)	14
SIPAC ALMACEN	January 27, 2015 (AM)	23

The conducted Baseline Data Survey thru focused group discussion (FGD) with the said partner barangays in the said areas was aimed at assessing their current BCPC operations. All barangays claimed to have a BCPC structure but with regard to functionality, they were found to be lacking. The number of participants varied based on the availability of the barangay personnel. Barangay Dampalit was remarkable for gathering all sectors that should be involved in the BCPC and the Barangay Chairman was present during the whole duration of the activity together with the Kagawads on Children, Peace and Order, and the Barangay Secretary.

The new partner beneficiaries were given UNICEF's "Child Protection Data Survey Questionnaire" to accomplish before the start of their trainings, which will be useful in the strategic planning training. They were also given an orientation on the partnership and the demands of the program. All barangays were receptive and showed excitement on their upcoming capacity building trainings.

For third batch of partner barangays in Malabon City and Navotas City, courtesy meetings garnered positive responses from the Punong Barangays who all agreed and accepted the partnership. Incidentally, an invitation to lecture for the DILG became an opportunity for us to provide a glimpse of our trainings for the BCPCs of the new partner barangays. They were very receptive and eager to have the trainings conducted by HIAF for them.

Of the ten (10) new partner barangays, four (4) barangays had their Punong Barangays actively involve and sat down during the focus group discussions. All of the barangays admitted to have no in-dept knowledge and skills for their BCPCs and that most of them just go with their usual process of handling cases of children.

The table below shows their attendances and schedule of the FGDs held in their respective barangay session halls:

<b>MALABON AREAS</b>	<b>DATES</b>	<b>NUMBER OF ATTENDEES</b>
CATMON	October 17, 2015 (AM)	14
LONGOS	October 16, 2015 (AM)	22
TAÑONG	October 17, 2015 (AM)	13
SANTULAN	October 17, 2015 (AM)	19
<b>NAVOTAS AREAS</b>		
BAGUMBAYAN SOUTH (BBS)	November 10, 2015 (PM)	17
NAVOTAS EAST	November 14, 2015 (PM)	15
NAVOTAS WEST	November 10, 2015 (AM)	13
SAN RAFAEL VILLAGE (SRV)	November 11, 2015 (PM)	24
TANZA	November 11, 2015 (AM)	10



TANGOS	November 14, 2015 (AM)	23
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### 3.1.1 MODULE 1B: BCPC STRATEGIC PLANNING WORKSHOP

#### COMPREHENSIVE LOCAL JUVENILE INTERVENTION PLAN (CLJIP)

This training was designed to help the BCPCs create their vision, mission and goals and to be able to come up with their detailed plan of action for children. It was planned to be conducted in four (4) sessions within the first quarter of partnership with the second batch of barangays with the same strategy as Module 1A. All the new partner barangays were able to finish this training module except for Barangays Dampalit and Hulong Duhat of Malabon City because of conflict of schedule.

Below are the number of attendees per training:

MALABON AREAS	TRAINING DATES	NUMBER OF ATTENDEES
BARITAN	March 11-12, 2015	18
SAN AGUSTIN	March 11-12, 2015	20
NAVOTAS AREAS		
BBN	March 5-6, 2015	9
BANGKULASI	March 5-6, 2015	16
SAN JOSE	March 18-19, 2015	21
SIPAC ALMACEN	March 18-19, 2015	15

This particular module dealt with identifying and prioritizing rights-based issues of children and coming up with effective community-based solutions with the use of their accomplished child protection survey data questionnaire. The importance of evidence-based planning was stressed in every set/session of this training.

There was a remarkable decrease in the number of expected participants, which was 25 per barangay, in this said training and so, together with the LSWDO, the barangays were reminded of how important their attendance and participation are and this was laid to them during the last day of the training. On the other hand, the attending barangays were able to draft their CLJIPs and were encouraged to review and improve it before they endorse it to their respective barangay councils for inclusion in their barangay investment plan.

The remaining two barangays; Dampalit and Hulong-Duhat took this module last July 13-14, 2015. The group showed a better attendance than the previous ones and the same outputs were submitted. In addition, the attendance was dominated by council members of their respective barangays. And because of this, the attendees realized that their respective outputs were already for review and approval of their councils for inclusion in their 2016 budget preparation. The table below shows actual attendance of participating barangays:

MALABON AREAS	TRAINING DATES	NUMBER OF ATTENDEES
DAPALIT	July 13-14, 2015	19
HULONG DUHAT		22
CSWDD		2

The third batches of partner barangays are yet to have this training module taken January of 2016. Please see attached document for the set schedules of training and activities for the partner barangays for 2016.

### 3.1.1 MODULE 1C: NETWORKING, RESOURCE MOBILIZATION, PROJECT PROPOSAL MAKING AND WRITESHOP ON ORDINANCE FORMULATION

This training was conducted in order to train the barangays on how to mobilize resources, create networks to help them generate more resources, and teach them how to write policies. One training was conducted covering the second batch of barangays in Navotas City. The table shows the tally of attendances:

NAVOTAS AREAS	TRAINING DATE	NUMBER OF ATTENDEES
BBN	April 23-24, 2015	8
BANGKULASI		6
SAN JOSE		8
SIPAC ALMACEN		4

As shown in the table, the expected number of attendees was 20 but this went higher, totalling to 26 participants. Each participating barangay was able to draft a project proposal for their BCPCs as well as an ordinance or resolution for children. The final outputs of this training are to be submitted to HLAF once their barangay councils have approved and signed it. The second batch of partner barangays from Malabon City was not able to take the training because it was during this month that the trainings were put on hold by the city government.

The trainings for Malabon City Barangays proceeded on July 15-16, 2015, which was held at the Penthouse of Malabon City Hall. 25 out of the expected 20 participants attended the training. One worthwhile result of the training was that participants were able to come up with drafts of project proposals and resolutions concerning children in their areas. The table below was the result of the trainees' attendance:

NAVOTAS AREAS	TRAINING DATE	NUMBER OF ATTENDEES
BARITAN	July 15-16, 2015	5
DAMPALIT		4
HULONG DUHAT		10
SAN AGUSTIN		6

### *The number of Barangays with CBRJ's handling and managing CAR and CICL cases using RJ Paradigm*

#### **3.2.1 MODULE 2B : PARALEGAL SKILLS TRAINING**

This training is only conducted once per city and is composed of five (5) strategic participants per barangay. From the first batch of partner beneficiaries, Malabon City areas were not able to take the training last 2014 due to conflict of schedule.

MALABON AREAS	TRAINING DATE	NUMBER OF ATTENDEES
CONCEPCION	January 22-23, 2015	7
MAYSILO		7
TINAJEROS		8
TUGATOG		10

As the table shows, 32 out of the expected 40 participants attended. The participants realized that legal documentation is very crucial in their BCPC operations. Thus, they learned a lot from the workshops, which were integrated in the training that started with a role-play. Characters were played by the HLAF training team members who portrayed a scene that involved a CICL, a CAR, and parents of the involved

children. The interviewing skills, documentation and affidavit making were the highlights of the workshop along with the deeper discussion and open forum on R.A.9344.

Batch 2 of partner barangays had their training on this module last July 18-20, 2015 in Angels Hills Formation Center, Tagaytay City. The flow of the training for batch 2 was modified to better address the skills needed by the BCPC case managers bringing about acquisition of skills in interviewing, documentation and case management. This was done through simulations to serve as their basis in coming up with helping plans for their cases. Modules 2A and 2B were mixed. Attendance was perfect, which included the Malabon City staff as shown in the table:

MALABON AREAS	TRAINING DATE	NUMBER OF ATTENDEES
BARITAN	August 21-25, 2015	5
DAMPALIT		5
HULONG DUHAT		5
SAN AGUSTIN		5
CSWDD		4
<b>NAVOTAS AREAS</b>		5
BANGKULASI		5
BAGUMBAYAN NORTH		5
SAN JOSE		5
SIPAC ALMACEN		5

### *The number of Children Associations organized*

#### **3.1.3 BARANGAY CHILDREN AND YOUTH ASSOCIATIONS (BCYA) FEDERATION AND MEETING**

This activity was conducted per city for the first batch of partner barangays. It was intended to federate the formed BCYAs brought about by Module 3B. Attendees were the elected officers of each formed BCYA who were children and youth of the partner barangays. The table show the details of their meeting and attendances:

MALABON AREAS	TRAINING DATES	NUMBER OF ATTENDEES
CONCEPCION	June 13, 2015	6
MAYSILO		9
TINAJEROS		6
TUGATOG		9
NAVOTAS AREAS		
DAANGHARI	June 27, 2015	6
NBBN		10
NBBS		5
SAN ROQUE		4

Because of this activity, the two cities were able to elect their federation officers who will be playing vital roles in the upcoming children and youth congress this October known as “JJVos Congress”. The federation officers were also able to draft their 2015 plan of action for their respective cities. Ideas and suggestions were also drawn out from them on how they would want the children’s congress to be conducted.

Through the federation officers in the two cities, the first batch partner barangays’ BCYAs continue to become involved and active in their respective communities. The BCYA of Concepcion continuously conducts orientation on the UNCRC to the different members of the barangay, which paved the way for

their JJVos expansion of membership. In Tinajeros, their BCYA regularly meets and plans their activities for implementation. Recently, they were busy doing advocacy campaigns on “anti-bullying” in different schools. A 10 minute audio-visual presentation (AVP) is their main tool for this trail blazing and BCYA-initiated practice. Another AVP was also created showcasing their accomplishments and plans, which was presented during the last TWG meeting. The list of BCYA and BCYFed Officers is attached as Annex A.

In Daanghari, their BCYA members have already been inducted by their barangay council last May 25, 2015. They now also have a BCPC office wherein their BCYA officers do tutorial sessions with children who need help with their school lessons. Barangay Maysilo’s BCYA also had their oath taking last June. As for the BCYA of San Roque took oath during the opening of their BCPC Office last September 24, 2015. Lastly, NBBS’ BCYA officers were inducted last August 24, 2015. The BYCAs were part of the recently concluded sports fest and beauty pageant of the barangay and planning to have training for their children and youth this October.

As for the second batch of partner barangays, organizing the BCYA was already an output of the BCPCs for their Module 3A Training. On one hand, on September 25-26, 2015, the BCPC of Sipac Almacen was able to organize their own BCYA and they gave them values formation as well as orientation on the UNCRC and the JJWA. Noteworthy of their training in Tagaytay City was the composition of participants who were mostly children-at-risk (CAR) who were involved in gang wars. Their BCYA officers were inducted in the barangay on October 5, 2015.

On the other hand, BCPC of San Agustin already had a trailblazing activity held last September 26, 2015 where they started forming their own BCYAs and gave a symposium on the UNCRC and the JJWA to 137 participants composed of children and the youth. Among the participants, they were able to identify youth leaders per purok (sub-village) who will actively be involved in the barangay.

As for the BCPC of Hulong Duhat, they were able to organize their BCYA called Solid Gabriel Youth Club that underwent the BCPC orientation in the barangay last September 27, 2015. Their upcoming activities have not yet been reported in the last quarter of the year. For the BCPC of BBN, they have just organized the elected officers of their BCYA last October 3, 2015 and were inducted last October 5, 2015.

The table below shows details on the BCPCs initiated and formed BCYAs in their respective communities:

<b>MALABON AREAS</b>	<b>NAME OF BCYA</b>	<b>BCYA MEMBERS</b>
SAN AGUSTIN	Barangay San Agustin Youth	137
HULONG DUHAT	Solid Gabriel Youth Club	
<b>NAVOTAS AREAS</b>		
SIPAC ALMACEN		
BANGKULASI	Bangkulasi Children and Youth Association	40
BAGUMBAYAN NORTH (BBN)	Samahang Aktibong Kabataan (SAK)	35

Other partner barangays particularly form second and third batch are yet to submit the list of their own initiated and organized children and youth from their respective communities as this is another indicator that they value participation and involvement of children in their areas.

***3.2 By the end of 2016, capacity building and service providing in the barangay shall have been improved and strengthened in order to support the improvements in quality and implementation of policies and programs for the protection and welfare of CICL and CAR.***

***The number of CAR and CICL cases that benefitted from the CB-Diversion and Intervention Program***

## TECHNICAL WORKING GROUP (TWG) MEETINGS

There were four (4) TWG meetings conducted in the past 6 months with the two batches of partner beneficiaries in the two cities. The meetings were usually composed of the BCPC Co-Chairman, BCPC Focal Person and BCPC Secretary. This activity served as the time of submission of CICL and CAR statistical report by the 1st batch of partners as well as updating and sharing to co-BCPCs their conducted activities and challenges and lessons that they have learned. All TWG meetings were hosted by assigned barangays, who also provided alimentation for all attendees. Ideally, this activity should be conducted on a monthly basis but due to conflicting schedules of the barangays, it is not possible to gather them all in a common schedule.

As mentioned, there had been three 3 TWG meetings conducted from July to September. And during such time, the partners were provided an avenue to share the challenges they face in the course of strengthening their structure as well as impart how they addressed such challenges. This way, the meeting becomes a platform where other BCPCs are able to learn and adapt good solutions and practices to improve their operations. This is also another HLAf's way of doing its mentoring and coaching, the basis of which is the BCPC Performance Meter. The documentations with regard to the meetings can be found in Annex B.

### 3.1.12 BCPC QUARTERLY KAMUSTAHAN

This activity is being conducted to gather all partner barangays to report on their accomplishments in the past quarter based on their BCPC Performance Meter.

Last January 30, 2015 marked the 2<sup>nd</sup> Quarter BCPC Kamustahan among the first batch of partner barangays. This was held at the Pangisdaan Hall, Navotas City Hall and attended by the 16 partner barangays (Malabon and Navotas First and Second Batch). The activity's guest speaker was DILG's National Barangay Operation Office OIC, Director Leocadio Trovela. He was able to witness the reporting of accomplishments of the different partner barangays. With his great appreciation for the efforts of the functioning BCPCs, he invited one of the performing BCPCs in Malabon (Barangay Concepcion) to share their experiences in the upcoming training workshop of the 16 pilot LGUs on the DILG-EPIJUST 2 Project in the following month.

The 2<sup>nd</sup> Quarter BCPC Kamustahan paved the way for previous HLAf BCPC partners: Caloocan City's Barangay 179 Amparo and Barangay 168 Deparo, to share to Malabon and Navotas areas their best and sustainable practices. Also, the activity also served as an avenue for the launching of HLAf's Children's Notebook. Each partner barangay who were from different batches were given copies for them to utilize in their case management.

Consecutively, the 3<sup>rd</sup> Quarter BCPC Kamustahan was held last May 22, 2015 at the Muti-purpose Hall, Penthouse of Malabon City Hall. This was attended by Mr. Roger Camps and Ms. Iris Boegarts of KIYO. The guest speaker of the event was Ms. Analyn Rubenta of the Juvenile Justice and Welfare Council.

The table below shows the number of participants during the activity:

ATTENDEES	2 <sup>ND</sup> QUARTER BCPC KAMUSTAHAN	3 <sup>RD</sup> QUARTER BCPC KAMUSTAHAN	4 <sup>TH</sup> QUARTER BCPC KAMUSTAHAN
<b>MALABON CITY</b>			
CONCEPCION	6	10	3
MAYSILO	3	4	4
TINAJEROS	4	7	6
TUGATOG	6	7	5
DAMPALIT			5

SAN AGUSTIN			4
HULONG DUHAT			11
BARITAN			0
<b>NAVOTAS CITY</b>			
DAANGHARI	7	19	11
NBBN	9	10	5
NBBS	12	2	4
SAN ROQUE	6	3	6
BANGKULASI			6
SIPAC ALMACEN			7
SAN JOSE			3
BBN			4
GUESTS	31	27	26
<b>TOTAL</b>	<b>96</b>	<b>89</b>	<b>110</b>

No BCPC Kamustahan has been conducted from June to September. The rest of the months have been devoted to making up for the trainings, which should have been conducted as planned but were put on hold because of the challenges that the Malabon City areas had before. However, this coming October 28, 2015, the 4th Quarter BCPC Kamustahan will be held at the Penthouse of Malabon City Hall. Found in Annex C is the program flow of the event which will be attended by the 1st, 2<sup>nd</sup> and 3rd batches of partner barangays in Malabon City and Navotas City. The theme will focus on sustaining BCPCs and it will serve as the commencement of the partnership with the first batch of barangays. They will be sharing

their best practices and sustainability plans for the benefit of the current partner barangays. On the other hand, the LSWDO staff in-charge of the capacity building of the BCPCs will be reporting on the performance of the 2<sup>nd</sup> batch of partner barangays based on the BCPC PerMeter components and indicators.

The 4th Kamustahan Meeting was held last October 28, 2015 at the Penthouse, Malabon City Hall. The activity was well attended as reflected on the table below. The activity was graced by JJWC through Ms. Esmeralda Distor who was amazed by the accomplishments of the partner barangays. She concluded that most of the partner barangays are already exceeding expectations from their BCPCs and that they already have more functional structure than that of the LCPC.

#### *The number of Barangay Personnel trained in implementing CBRJ and BCPC functions*

##### **3.1.1 MODULE 1A: BCPC ORIENTATION AND RESTORATIVE JUSTICE**

This training is the commencement of the second batch of partner beneficiaries' commitment to organize and strengthen their respective BCPCs. It aims to orient them on BCPC as well as provide an overview on restorative justice. The participants' enthusiasm and interest was manifested in their participation and attendance as reflected below:

<b>MALABON AREAS</b>	<b>TRAINING DATES</b>	<b>NUMBER OF ATTENDEES</b>
BARITAN	February 5-6, 2015	23
DAMPALIT	March 3-4, 2015	22
HULONG-DUHAT	March 3-4, 2015	18
SAN AGUSTIN	February 5-6, 2015	23
<b>NAVOTAS AREAS</b>	<b>TRAINING DATES</b>	<b>NUMBER OF ATTENDEES</b>

BBN	February 12-13, 2015	16
BANGKULASI	February 12-13, 2015	19
SAN JOSE	February 26-27, 2015	21
SIPAC ALMACEN	February 26-27, 2015	21

There were 4 sets of trainings on this module and each set was attended by two barangays. HLAF ensured the management on the number of participants so the process of learning would not be at stake or compromised. Twenty-five (25) participants were expected per barangay. Sipac Almacen showed exemplary performance within the batch because they were the first to submit their BCPC composition and organizational chart along with their child protection policy, which were the expected outputs from this training module.

The third and last batch of partner barangays is already done with their first training module. The barangays showed eagerness and enthusiasm during this training. Noteworthy still was the presence of their LSWDO staff who were present and with them all throughout the training. The table below was the schedule and result of their participation:

MALABON AREAS	TRAINING DATES	NUMBER OF ATTENDEES
CATMON	November 24-25, 2015	25
LONGOS	November 12-13, 2015	21
SANTULAN	November 24-25, 2015	29
TAÑONG	November 12-13, 2015	23
NAVOTAS AREAS	TRAINING DATES	NUMBER OF ATTENDEES
BBS	December 3-4, 2015	14
NAVOTAS EAST	December 3-4, 2015	16
NAVOTAS WEST	December 8-9, 2015	21
SAN RAFAEL VILLAGE	December 3-4, 2015	15
TANGOS	December 8-9, 2015	14
TANZA	December 8-9, 2015	12

### *The number of BCPC and CBRJ Members trained as trainers*

#### **3.1.4 MODULE 3C: TRAINING OF TRAINERS (ToT)**

This was the concluding training among the first batch of partner barangays. The training was focused on skills-building and workshops on communications, documentation, facilitation and training management. One of the highlights of this training workshop was the participation of an LSWDO staff as one of the participants. The main output of this training was the action plan of each participating barangay to be able to apply what they have learned from this training to their respective communities. Please refer to the table for the details of the attendance.

MALABON AREAS	TRAINING DATE/VENUE	NUMBER OF ATTENDEES
CONCEPCION	JUNE 19-22, 2015 Sta. Catalina Spirituality Center Baguio City	5
MAYSILLO		5
TINAJEROS		5
TUGATOG		5
LSWDO		2
NAVOTAS AREAS		
DAANGHARI		5
NBBN		5
NBBS		6
SAN ROQUE		2



LSWDO		2
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A Group Learning Exposure (GLE) was also conducted after the conclusion of the training where all participants visited the CICL Training Center of a KIYO partner in Baguio City: Child and Family Services, Inc. (CFSPI).

As for the second batch of partner barangays who underwent this training module, they had perfect attendance. The trainees also showed more interest and punctuality during the training as compared to the first batch. Malabon City hall staff also joined the 3-day training and taking part in the workshops with the participants. On the other hand, Navotas City staff did not make it due to a conflict of schedule as communicated by their LSWDO. Like the first batch, this group also had Group Learning Exposure at CFSPI, which inspired the City staff to propose to their city council the need to establish their own training center for CAR and CICL.

MALABON AREAS	TRAINING DATE/VENUE	NUMBER OF ATTENDEES
BARITAN	JULY 21-24, 2015 Sta. Catalina Spirituality Center Baguio City	5
DAMPALIT		5
HULONG DUHAT		5
SAN AGUSTIN		5
LSWDO		4
<b>NAVOTAS AREAS</b>		
<b>BANGKULASI</b>		5
BBN		5
SAN JOSE		5
SIPAC ALAMCEN		5
LSWDO		0

#### *The number of Trained Juvenile Justice Volunteers.*

### **3.1.3 MODULE 3B: JJVs SELF-AWARENESS AND LEADERSHIP TRAINING**

Conducted in four (4) sets for the first batch of partner barangays, this training was intended to help the BCPCs organize children and youth in their own communities. The formation of Barangay Children and Youth Association (BCYA) or JJVs as regarded by HLAF, is aimed at mainstreaming the participation and involvement of children's sector in the BCPC, in recognition of their right to participate. In this activity, each partner beneficiary was able to form their own BCYA with elected officers after having the team building and a short discussion and workshop on self-awareness and leadership. The table shows the attendance result and schedules of training for the first batch of partners:

MALABON AREAS	TRAINING DATES	NUMBER OF ATTENDEES
CONCEPCION	May 9-10, 2015	22
MAYSILO	May 7-8, 2015	20
TINAJEROS	May 7-8, 2015	25
TUGATOG	May 9-10, 2015	23
<b>NAVOTAS AREAS</b>		
DAANGHARI	May 14-15, 2015	25
NBBN	May 4-5, 2015	18
NBBS	May 4-5, 2015	16
SAN ROQUE	May 14-15, 2015	12

To further enhance the skills of the BCPCs in organizing volunteers, they were encouraged to form and organize their own children and youth associations as an output for their Module 3A Training. With this,



HIAF decided to just assist the BCPCs in organizing and training their BCYAs. As a result, the first batch of partner barangay BCYAs were federated as reported earlier. These federated BCYAs of Malabon City and Navotas City were given a training and a workshop on leadership and facilitation skills coupled with an orientation on the UNCRC and the JJWA. This was held at Angels Hills Formation Center, Tagaytay City and was attended by 20 JJVs who were mostly BCYFed Officers. The leadership and facilitation skills training were aimed at making the federation officers equipped for their crucial role in organizing the 4<sup>th</sup> JJVs Congress set on November 6-8, 2015 at the same venue as last year's, in Sitio Luisita, Bulacan. The training also served as a venue for the JJVs to come up with their own posters and their insights on the involvement of children in the political advertisements of politicians. Please refer to Annex D for the list outputs of the JJVs during the training.

***3.3 By the end of 2016, people will become aware of basic principles of the law and shall have learned of the benefits that the community can get in implementing the law.***

***The number of primers developed and published***

**3.1.6 DEVELOPMENT AND PUBLICATION OF PRIMERS**

The primer will be a narrative of the standard flowchart in handling CICL and CAR which will be beneficial for partners. This is due for reproduction in October and will be ready for launching in December at the BCPC Summit.

The primer is currently being developed at this moment. As to its contents, it will discuss the general flow in handling children's cases and it is planned to be followed by another primer which will be more focused on common and complex cases of CAR and CICL. Also, the creative posters by the JJVs will be the one to be used as the cover of the primer.

The primer was not published in 2015. It is still for finalization and is sure to be published within the first half of 2016.

***The number of Children's Congress Conducted***

**3.1.7 CHILDREN'S CONGRESS**

Children and Youth Congress, also known as Juvenile Justice Volunteers' Congress, is set to kick-off this coming October 9-11, 2015. The event will be aligned with the national children's month celebration's theme. Elected officers of the Barangay Children and Youth Federation in the two cities will be the prime movers of the congress. A whole day meeting and workshop with the youth officers will be called upon by HIAF a month before the congress to finalize and prepare for the events. The meeting and workshop will aim to form the different committees that will manage the activity together with their advisers, which will be coming from the LSWDO and HIAF staff.

Due to some adjustments and updates, the conduct of Children's Congress has been moved to November 6-8, 2015 but will still be held at Sitio Lucia Training Center and Hotel Resort. It aims to house around 260 participants mostly composed of children and youth from partners in Malabon City, Navotas City. Noteworthy is the possible participation of KIYO partner NGOs; Bidlisiw, CFSPI, CHAP, CLB, ICWF and Tambayan Center, with their staff and two (2) child/youth representatives. Concept paper and program flow of the 4<sup>th</sup> JJVs Congress are attached as Annex E.

The 4<sup>th</sup> Juvenile Justice Volunteers' Congress was held on November 6-8, 2015 at the Sitio Lucia Resort and Training Center, Sta. Maria, Bulacan which was participated by eighty (80) new members of JJVs. To date, HIAF CRA already have 261 JJVs from the children and youth sector and still expanding based on the reports of the BCPCs. The congress was graced by speakers from JJWC, DILG and UNESCO Clubs

Philippines. The highlight of the congress was the output per group of the JJVs through art clay depicting the support they get and wish to get from the government in the achievement of their rights as children. Moreover, the most common feedback among the participants regarding their output was that they want to be more trained and empowered to help them get more involved in the community affairs specially in the promotion of their rights.

#### ***The number of Posters developed and published***

### **DEVELOPMENT AND PUBLICATION OF POSTERS**

The poster will be the standard flow-chart in handling CAR and CICL cases based on R.A 9344 as amended by R.A. 10630. Together with the primer, advocacy posters will be reproduced in October in time for its launching in December at the BCPC Summit.

Poster is intended as advocacy material for BCPC to utilized in their operations. Currently, it is still undergoing development because the flow-chart was just released by JJWC and HLAF wants to ensure that it will be useful to partners.

During the JJVs congress, there was already a winner of the poster making contest which will be used in the posters and primer to be published in 2016.

#### ***The number of Fora conducted***

### **3.1.9 CHILDREN'S FORUM**

To be cost efficient, this activity will be integrated in the JJVs' Congress 2015 where organized children and youth by the partner barangays will discuss the issues and challenges they face specially those that are connected with juvenile justice.

#### ***The number of JJN General Assemblies conducted.***

### **3.1.10 JJN GENERAL ASSEMBLY**

As the lead convener of the JJN Philippines, HLAF will host a general assembly with all the members of the network in the country to discuss strategies to advocate for the proper implementation of the Juvenile Justice and Welfare Act. The activity to be conducted on the 3rd quarter of the 2015 will be in cooperation with UNICEF Philippines.

The JJN General Assembly is set to be conducted on November 25-27, 2015, the purpose of which is to bring together the implementers of the JJWA to assess how far the law has gone after nine years from its passage. Issues in the implementation will be discussed and data will be gathered in order to be able to prepare for the planning of what steps to take. The general assembly shall also serve as a venue to share good practices between the implementers as well as for them to be able to network with each other. At the end of the event, there will be a planning in order to determine the next steps for both the network and the advocacy. Please refer to Annex F for the concept of the JJN GA.

Due to the delay of additional funding for the JJN General Assembly from UNICEF Philippines, the event has been decided to conduct on March 2016. The assembly will focus on JJWA's 10th year as a law and it will be called "Juvenile Justice Congress".

#### ***The number of BCPC Summits conducted.***

### **3.1.11 BCPC SUMMIT**

The BCPC Summit is planned to be conducted in December. It shall serve as either a symposia, thematic forum, awareness-raising, or advocacy campaign. Existing partners like the KIYO partners will be encouraged to put up booths in line with the agreed theme of the activity. A program design for the event is expected by the end of 3rd quarter.

BCPC Summit is set to be implemented on December 10, 2015 to be attended by previous and current partner barangays of HLAS as well as development partners like KIYO Partner NGOs, JJN Members and QC BCPC Consortium. The activity will be a networking event. Please refer to Annex G for the concept paper of the BCPC Summit 2015.

The 4th BCPC Summit has been called the “BCPC Congress” this year. It was held at the Bahay ng Alumni, University of the Philippines – Diliman, Quezon City on December 10, 2015.

One of the highlights of the congress was the booths showcasing the different programs and services offered by GOs and NGOs that focuses on children’s rights ; World Vision, Center for the Prevention and Treatment of Child Sexually Abused (CPTCSA), ERDA Foundation, ACAY Missions – Philippines and Council for the Welfare of Children (CWC).

There were also few partners barangays, old and new, chosen to exhibit their functional BCPCs and best practices. Exhibitors were Barangay 155 – Bagong Barrio of Caloocan Cit, Batasan Hills of Quezon City, Barangays Tugatog, Tinajeros and Concepcion from Malabon City and Barangays Daanghari, Bagumbayan North (BBN), and Sipac Almacen of Navotas City.

Guestlist includes partners from RJJWC – NCR, DSWD – NCR, CHAP, SAFE, JJCICI which were given 30 minutes each to talk and discuss matters pertaining to functionalizing and sustaining BCPCs.

MALABON AREA	NUMBER OF ATTENDEES	NAVOTAS AREA	NUMBER OF ATTENDEES
CONCEPCION	5	DAANGHARI	8
MAYSILO	00	NBBN	0
TINAJEROS	9	NBBS	11
TUGATOG	9	SAN ROQUE	7
BARITAN	0	BBN	7
DAMPALIT	7	BANGKULASI	0
HULONG DUHAT	8	SAN JOSE	8
SAN AGUSTIN	6	SIPAC ALMACEN	10
CATMON	5	BBS	0
LONGOS	5	NAVOTAS EAST	2
TAÑONG	5	NAVOTAS WEST	2
SANTULAN	3	SAN RAFAEL VILLAGE	0
		TANZA	0
		TANGOS	2
TOTAL	62	TOTAL	57

**BEST PRACTICE: Which activity would you describe as your best and why?**

The BCPC Quarterly Kamustahan, the Juvenile Justice Volunteers’ (JJVs) Federation and Congress, and the monthly Technical Working Group (TWG) Meetings are among the activities that set HLAF apart from other organizations. However, in the past two quarters, the best activity that HLAF is most proud

of is the final training module of the first batch of partner barangays: Module 3C: Training of Trainers (ToT). In the said training, five (5) HLAf-selected BCPC members from different partner barangays are invited to take the final training. Those five participants are the ones who have been found to have potential and promising training skills.

At the training venue, the participants are divided into 4 groups with members coming from different barangays. The four (4) LSWDO staff are distributed among the different groups and are also considered to be participants. An HLAf staff will serve as a facilitator for each group. The training is workshop-based and paved the way for the participants to better learn the different skills expected of a trainer. Inputs on Documentation, Communication, Facilitation Skills and Training Management are concretized by workshops that ensure the acquisition and learning of proper skills expected of a trainer.

**LESSON LEARNED: *Which difficulties did you encounter (in implementing activities and achievement of indicators) and how were you able to resolve?***

#### **PARTICIPATIVE, DIRECT AND ACTIVE INVOLVEMENT OF CONCERNED CITY OFFICES**

As discussed in the context of intervention, Malabon City's second batch of partner barangays' capacity building being put on hold after finishing the first training was the biggest challenge in the first half of the year. Target schedules and set activities were moved and adjusted until the go signal was given by the city government. Thankfully, constant meetings and follow ups with the concerned offices of the city (City Mayor's Office, LSWDO and DILG) as well as the partner barangays paved the way for the continuation of the capacity building of the partner beneficiaries. Organizational and financial sustainability were the main issues addressed by the concerned offices of the city which will surely have a positive impact in the program. Another concept paper for the partnership was submitted to the city government to iron out possible challenges that might lead to non-sustainability of the program. HLAf ensured that the few changes in the partnership are still aligned with the funding agencies' targets and objectives.

#### **COHERENCE OF TOPICS ON MODULES 2A AND 2B (PARALEGAL AND PARASOCIAL WORKER SKILLS)**

The previous module being used was updated in order for the partner barangays to better understand and eventually acquire various skills involved in the case management of the BCPCs. HLAf realized that based on the 1<sup>st</sup> batch of partner barangays, these two module trainings should have coherent and aligned topics. The former module will be tackling on the legal skills needed while the latter will focus in the child sensitivity with same cases of children to be dealt with in the discussions. With the second batch of partner barangays, the new program design on the said trainings will be continuous (4 straight days) and will be pilot tested this August.

#### **WORKSHOP-BASED MODULE 3C: TRAINING OF TRAINERS (ToT)**

Based on the previous program cycle's conduct of this training, it has been observed that acquisition of skills as a trainer is not that easy considering the limited days of training. HLAf learned that for participants to learn faster in a short span of time, workshops should be maximized. Last June 19-22, 2015, it has been observed from the first batch of partner barangays that trainees learned the expected skills of a trainer faster. This was attributed the various workshops integrated in each training topic. For the second batch of partner barangays, this training module will be conducted before the start of advanced skills training (Module ). It is for the reason that the trained participants can apply their acquired skills in ToT while they are still within the partnership period. Note that in the previous

program cycle, the ToT was the final training module, thus, HLAf does not have a chance to see how the trained members apply what they have learned.

## IMPLICATIONS AND ADJUSTMENTS

**Are there implications / adjustments for the remaining program implementation? Is there need to adjust the logframe and indicator formulation or data?**

- **Number of JJN General Assemblies** - since the demand to conduct a nation-wide assembly requires a bigger funding, HLAf proposes that the budget allotted for this in 2014 to be added to the budget this year. HLAf is already in the process of coordinating with UNICEF for co-funding on this activity, which will be implemented within the last two quarters of this year.
- **Number of BCPC/CBRJ Trained as Trainers** - set with 100 expected participants per year, HLAf realized that there is a need to adjust the number of expected participants to 80 because only five (5) representatives are allowed per partner barangay for every batch. Every batch has only four (4) barangays.
- **BCPC Quarterly Kamustahan** - There are four (4) sets of kamustahan per year but due to the delayed start of the program cycle, HLAf conducted the activity based on the start of partnership with the first batch of partner barangays. The 3<sup>rd</sup> Quarter Kamustahan has been conducted last May 22, 2015, thus, HLAf proposes to combine the 4<sup>th</sup> Quarter Kamustahan with the BCPC Summit on December 2015 to be more time and cost efficient.
- **Module 3B: JJVos' Self-Awareness and Leadership Training** - HLAf realised, based on the first batch of partner barangays that took this training, that it should be the BCPCs organizing the children and youth associations in their barangays. Thus, the second batch of partner barangays were not given this training module and instead they are being assisted in forming and organizing the children and youth from their barangay as their output for Module 3A. Once all barangays have already formed their Barangay Children and Youth Associations, they will be federated and be given this training.

## 6. SUMMARY FINANCIAL REPORT AND ASSESSMENT

Summary data financial report:

SOURCE OF FUND	KIYO
STARTING BALANCE	200,736.99
RECEIVED TRANSFERS	3,199,347.51
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	3,400,084.50
IMPLEMENTED AMOUNT	3,648,244.45
CALCULATED BALANCE	-248,159.95
TREASURY BALANCE BANK	
TREASURY BALANCE CASH	
TOTAL TREASURY BALANCE	
DIFFERENCE BETWEEN CALCULATED & TREASURY BALANCE	

Was there more than 20 % variance between budgeted and implemented amounts per activity code or per accounting code, and if so, what was the reason and are there adjustments to be done in the next years budgeting?

## 7. PARTNERSHIP WITH KIYO

### a) Capacity building, networking & Monitoring

Date	Place	Objective	Comments / Major Outcomes
1/15/2015	HLAF Office	<i>Courtesy Meeting with PF</i>  <i>Orientation on HLAF Programs</i>  <i>2014 Narrative Report</i>  <i>Realignments</i>	<i>7 HLAF Staff attended</i>  <i>Agenda were discussed</i>
4/22/2015	HLAF Office	<i>Financial Report</i>  <i>Quarterly KIYO Partners Meeting</i>  <i>Update on Program Implementation</i> <i>KIYO SEC Registration</i>  <i>2015 Budget Adjustments</i>  <i>1<sup>st</sup> Tranche for 2015</i>  <i>Financial Report</i>	<i>8 HLAF Staff attended</i>  <i>Agenda were discussed</i>  <i>HLAF Financial Report is updated</i>
May 11-13, 2015	UP University Hotel	<i>Quarterly KIYO Partners Meeting</i>	<i>7 KIYO Partner Organizations attended and participated</i>

			<p><i>Iris Boegarts co facilitated the meeting and shared a lot of tips in the various topics discussed</i></p> <p><i>Workshops were simple yet worthwhile and relevant</i></p> <p><i>Agenda for the 3 day meeting were discussed</i></p> <p><i>Tasking for the meeting among partners was effective and efficient</i></p>
5/22/2015	Malabon City Hall	Program Updates	<p><i>2 HLAf Staff attended</i></p> <p><i>Agenda were discussed by PF</i></p> <p><i>Iris Boegarts gave reminders wants the BCPC Resource Center to be given attention from conceptualization to development</i></p>
6/26/2015	HLAF Office	<p><i>JIN Update</i></p> <p><i>BCPC Resource Center</i></p> <p><i>KIYO Partners Meeting in Iloilo</i></p> <p><i>SEC Registration</i></p> <p><i>Synergy Workshop</i></p>	<p><i>7 HLAf Staff attended</i></p> <p><i>Agenda were discussed by PF</i></p> <p><i>HLAF to represent all the partners in the Synergy Workshop in August</i></p>
8/3/2015 to 8/4/2015	UP Bahay Kalinaw	<p><i>Synergy Workshop Belgian NGOs and Partners</i></p> <p><i>Common Context Analysis</i></p>	<p><i>Synergy focus were on:</i></p> <ul style="list-style-type: none"> <li><i>• Climate Change and DRR</i></li> <li><i>• Land Issues</i></li> <li><i>• Capacity Building and Education</i></li> </ul>
9/3/2015	HLAF Office	Meeting with PF	<p><i>Agenda:</i></p> <ul style="list-style-type: none"> <li><i>• Clarifications on narrative report</i></li> </ul>

			<ul style="list-style-type: none"> <li>• <i>SO indicator monitoring tool</i></li> <li>• <i>Implementation backlog 2nd semester 2015</i></li> <li>• <i>Status JIN GA and Resource Center</i></li> <li>• <i>Endorsement letters SEC registration KIYO</i></li> <li>• <i>Preparation training for September 8-12</i></li> </ul>
<i>9/8/2015 to 9/12/2015</i>	<i>Guimaras Island</i>	<i>Quarterly KIYO Partners' Meeting</i>	<p><i>Agenda:</i></p> <p><i>Learning Sessions on:</i></p> <ul style="list-style-type: none"> <li>• <i>Principles of Advocacy</i></li> <li>• <i>Advocacy Research</i></li> <li>• <i>Developing a Program of Change</i></li> <li>• <i>Direct Action Campaign</i></li> <li>• <i>Media Advocacy</i></li> <li>• <i>Dealing with Counterattacks</i></li> <li>• <i>Social Marketing</i></li> </ul> <p><i>Business Updates</i></p>
<i>12/14/15 to 12/17/15</i>	<i>Pansol Laguna</i>	<i>Year-End Staff Development, Planning and Evaluation</i>	<p><i>Agenda:</i></p> <ul style="list-style-type: none"> <li>• <i>Learning Session</i> <ul style="list-style-type: none"> <li>• <i>Appreciative Inquiry (AI)</i></li> </ul> </li> <li>• <i>Assessment and Evaluation of Programs</i></li> <li>• <i>Accomplishment Reporting</i></li> <li>• <i>Planning and Scheduling of 2016 Activities</i></li> <li>• <i>Staff Evaluation</i></li> </ul>

**b) Comments/observations/feedback/recommendations of the partner towards KIYO**

KIYO continues to empower its partner organizations in the Philippines towards the achievement of their respective goals and objectives. HLAF hopes to have more activities that will help strengthen its mechanisms to ensure child protection through restorative justice practices.



# **HUMANITARIAN LEGAL ASSISTANCE FOUNDATION**

## **ANNUAL REPORT**

**YEAR: 2015**

### **1. CONTEXT OF THE INTERVENTION**

The project strengthening and empowering the Barangay Council for the Protection of Children in Quezon City of the Office of the Vice Mayor Joy Belmonte in partnership with Humanitarian Legal Assistance Foundation Inc. started on the fourth quarter of year 2015. A consultation meeting was set held at Amoranto Stadium inviting 142 QC barangays. During the meeting, a shopping workshop was set by HLAF to assess the training topics preference of the barangays which would serve as the basis of the training design. Out 142, there are 48 barangays qualified for the basic course training.

The first group trained were the identified Child Protection Coordinators (CPCs) per area. This group would serve as the core group and focal persons per area. They will be in charge of setting-up of the training venue, regularly monitor barangays and follow-up outputs from them. Though some coordinators were able to set-up the venue of the training, they were not able to complete the 2-day training. Accordingly, some errands has to be attended.

The 48 barangays who qualified for the basic training were grouped into 5 sets. Every lecture is followed by a workshop. The workshop output served as training output of the barangays that will be brought to their respective barangays and can be used in their BCPCs.

Barangays were given two months to accomplish and revise their training outputs. The revised and improved training output were submitted to HLAF staff for the basis of the qualifiers to the advance course training. Out 48, there are only 21 who qualified for the advance training. The result was discussed to the last May 23, 2015 at the Lecture Room B, Legislative Hall.

The 21 qualified barangays for the advance phase were re-grouped into 4 sets. This is for the training team to comprehensively focus on the participants. The participants showed high interest though there is a problem in communication which results to the poor attendance or even absence of the participants. Hence this was resolved during the training by giving to the participants the schedule of their succeeding trainings. During the advance training, all the venue will be within the vicinity of the city hall. This is to make it more accessible and conducive for the barangays. This is also to prevent the gate crashers and for the OVM to closely monitor the training.

Out of 14 trained CPCs, there is only 1 who consistently attend the training. Some CPCs come to visit hence they didn't stay.

In all, 21 barangays were already trained in the 3 module of the advance course training. There is only one training left for the barangays to finish the whole course training which is the Module 7: Training of Trainers. The delay was due to the negotiation of the

barangays with the Office of the Vice-Mayor thru the HLAFF to conduct their last training out of town. Hence, this didn't prosper due to the budgetary restriction.

*Out of 19 target barangays targeted for the advance training, there are 21 barangays who were trained.*

## 2. Logical Framework

OBJECTIVE 1	EXPECTED RESULT
To capacitate the BCPCs and other stakeholders to improve the delivery of child protection in QC	At the end of the partnership, the trained BCPCs and other stakeholders improved the delivery of the protection for children in QC

INDICATOR	BASELINE	MEANS OF VERIFICATION	2014	2015	2016
No. of barangays which have been trained on Module 2A and 2B	0	<ul style="list-style-type: none"> <li>⊙ Attendance</li> <li>⊙ Participation</li> </ul>	-	21/19	-
No. of barangays who shall have attained Level 3 in the PerMeter	0	<ul style="list-style-type: none"> <li>⊙ BCPC PerMeter Results</li> </ul>	-	6/19	-

OBJECTIVE 2	EXPECTED RESULT
To form Child Protection Coordinators in Quezon City	

INDICATOR	BASELINE	MEANS OF VERIFICATION	2014	2015	2016
At least one (1) Child Protection Coordinator (CPC) per area or cluster have been designated and trained to support the work of the BCPCs.	0	<ul style="list-style-type: none"> <li>⊙ Attendance</li> <li>⊙ Participation</li> </ul>	14/24	-	-

OBJECTIVE 3	EXPECTED RESULT
To make BCPC Functional in Quezon City	At least majority of the participating QC barangays have undergone training.
	At least 80% of the participating barangays shall have attained a score of 6 under components 1 to 3 of the BCPC PerMeter

INDICATOR	BASELINE	MEANS OF VERIFICATION	2014	2015	2016
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No. of barangays trained in BCPC Functionality Management	0	☉ Attendance ☉ Participation	-	48/48	-
No. of barangays attained a score of at least 6 under components 1 to 3 of the BCPC PerMeter.	0	☉	-	21/48	-

### 3. NARRATIVE DESCRIPTION OF THE ACTIVITIES & ACHIEVEMENTS FOR THE PAST QUARTER

**Specific Objective 1: To capacitate the BCPCs and other stakeholders to improve the delivery of child protection in QC**

#### 1.1. No. of barangays which have been trained on Module 2A and 2B

##### 1.1.1. Module 2A : Paralegal & Para-Social Worker's Skills Training (Handling CAR Cases)

This training is designed to assist the barangays in handling cases of children at risk by understanding the legal and sensitive manner of handling. The first topic is childhood was given for the participants to visualize a normal development of children. They have a workshop named "Maalaala Mo Kaya" where they will present through a tableau of how a child when s/he is at certain age. The second topic is the basis legal concepts including the legal definition of child, the difference between a CAR and CICL, how to determine the age and discernment. The third discussion is about the psychodynamics of different kinds of children at risk including street children, substance dependent etc. The fourth topic is about the essential skills in handling child cases such as interviewing, documentation and archiving. Participants are given cases of a child (including street child, a bully child and a substance dependent) of which they will interview using the intake and mid-assessment form and document the case. They are expected to come-up with a helping plan for each case.

TARGETS	ACCOMPLISHMENT	PERCENTAGE
19	21	110.5%

The participants during this module show high interest and good participation most especially during the workshop. They share stories and experiences from which the other participants learned from. Issues were raised particularly with the procedure the Social Service and Development Department is implementing.

##### 1.1.2. Module 2B : Paralegal & Para-Social Worker's Skills Training (Handling CICL Cases)

This training is designed to assist the barangays in handling cases of children in conflict with the law by understanding the legal and sensitive manner of handling. The first topic is the treatment of CICL including the age and case bracketing and diversion. The second topic is the psychodynamics of CICLs. The third topic is the Restorative justice and how to conduct a Restorative Justice Conferencing. Participants watched the Burning Bridges to have an idea of how to conduct RJ Conferencing. Cases are delegated to the participants and they simulate a RJ Conferencing on it. Participants were re-grouped during the workshop. The barangays simulated the cases of “Di ko sinasadya, Tindoy” (It was an accident, Tindoy), Bakal Girls (Iron Girls) and Sinira mo bakod ko (You destroy my fence).

TARGETS	ACCOMPLISHMENT	PERCENTAGE
19	21	110.5%

During the workshop, participants showed dedication. They even used props like real foods during the workshop. They are very expressive on how they appreciate and value the learnings that they have. barangays ventilate their problems in their respective barangays. One suggested that it should be the barangay officials who should sit in the training. They also feel helpless that no matter how much effort they insert to help the children, the barangay officials were not supportive and worst, they are hinder the activities of the non-officials staff. They are also wishful that the OVM will have a stern policy for the BCPC. During this training, a representative from DILG-NCR attended. The DILG NCR staff was one of those who give comments and feedbacks regarding the workshop. He attended the 2-whole day trainings and express his satisfaction with the training HLAf provided. In his message, he commendation the effort of Vice Mayor Joy Belmonte in protecting the children by empowering the BCPCs.

## **2. Specific Objective 2: To form Child Protection Coordinators in Quezon City**

### **2.1. At least 1 CPCs per area or cluster have been designated and trained**

#### **2.1.1. CPC Training**

The Child Protection Coordinator's was created to act as the core group of the Child Protection Unit in the city. They were provided with training on the United Nations Convention on the Rights of a Child (UN-CRC), Child Situationer in the Philippines, Salient features of the Juvenile Justice and Welfare Act of 2006, BCPC Orientation, Child Protection Laws and an Overview on Restorative Justice.

TARGETS	ACCOMPLISHMENT	PERCENTAGE
24	14	58.333%

From the expected 24 coordinators, only 14 successfully completed the training. Circumstances like conflict in schedule and task overload were some of the hindrances the other coordinators experience causing them to fail in attending the

CPCs Training. Hence, the attending CPCs were very eager and interested in the training.

### **3. Specific Objective 3: To make BCPC Functional in Quezon City**

#### **3.1. No. of barangays trained in BCPC Functionality Management**

##### **3.1.1. Module 1: BCPC Orientation**

This training is the most basic training among the training modules. It aims to assist the barangays to become sensitive of the situation of the children in their respective areas and be proactive in addressing their issues and concerns. In this module, there are lectures and workshops on United Nations Convention on the Rights of a Child (UN-CRC), Child Situationer in the Philippines, salient features of the Juvenile Justice and Welfare Act of 2006, and BCPC Orientation and Child Protection Policy. Expected outputs from this training are BCPC Structure proposed by HLAf, ordinance/resolution establishing a functional BCPC, a child protection policy to be backed up by an ordinance/resolution and an accomplished UNICEF's Child Protection Data Survey Questionnaire (Baseline).

<b>TARGETS</b>	<b>ACCOMPLISHMENT</b>	<b>PERCENTAGE</b>
48	48	100%

After the training, all of the barangays were able to re-structure their BCPC composition. They expand their committed with the different sectors in the barangays. Some were able to come up with a Child Protection Policy in a form of a Barangay Resolution while others were in a form of an ordinance.

##### **3.1.2. Module 1B: BCPC Comprehensive Local Juvenile Intervention Planning Workshop**

This training is designed to help the BCPCs create their short and long-term plans for the children in their barangays. In this training module, trainees were taught on how to make their own BCPC vision, set goals to address their presented problems, identify indicators to monitor and evaluate their goals and come up with a detailed plan of action for children. Their expected outputs from this raining are vision, problem analysis, goals and indicators setting and comprehensive local juvenile intervention plan.

<b>TARGETS</b>	<b>ACCOMPLISHMENT</b>	<b>PERCENTAGE</b>
48	48	100%

It turned out that despite the overflowing programs and services for children, the problem seems to be unaddressed. The BCPCs reflected that their failure to understand comprehensively the problem and planning is the reason why their programs were ineffective. Hence, they all come up with a rights-based plan that will holistically address the needs of the children in their respective communities.

### 3.1.3. Module 1C: BCPC Basic Skills Training: Networking, Resource Mobilization and Ordinance Formulation

This training aims to help the barangays address their common dilemma: budgetary constraint. It was conducted in order to train the barangays on how to mobilize resources in and outside their community for them to continue their projects beyond the budget allotted to the BCPC and create networks to help them generate more resources and partnership with the other stakeholders in their communities. They were taught how to write local policies that would strengthen their advocacy in protecting the children. After this training, they are expected to come up with a project proposal and draft of an ordinance/ resolution particularly for children.

TARGETS	ACCOMPLISHMENT	PERCENTAGE
48	48	100%

In the table shows that the targeted 48 Barangay Councils for the Protection of Children in Quezon City were all trained with the basic skills in networking and ordinance formulation.

### 3.2. No. of barangays attained a score of at least 6 under components 1 to 3 of the BCPC PerMeter.

Barangay	I> Organizational Sustainability	II> Financial Sustainability	III> Policies	IV> Service Delivery	V> Community Participation	VI> Trial Blazing Practices
Sto. Cristo	2	2	2	0	0	0
Ramon Magsaysay	8	0	2	0	0	5
Katipunan	6	3	0	2	0	0
NS Amoranto	0	0	0	0	0	0
San Antonio	2	0	2	6	0	0
Mariblo	0	0	0	0	0	0
Balingasa	7	0	2	8.5	0	0
Sta. Cruz	0	0	0	0	0	0
Damar	0	0	0	0	0	0
Maharlika	0	0	0	0	0	0

Bagong Silangan	0	0	0	0	0	0
Holy Spirit	4	0	2	0	0	0
Sta. Lucia	4	0	2	0	0	0
North Fairview	0	0	0	0	0	0
Pasong Putik	4	0	2	0	0	0
Kaligayahan	4	0	2	0	0	0
Fairview	0	0	0	0	0	0
Greater Lagro	8	0	4	10	0	0

Gulod	0	0	0	0	0	0
San Bartolome	4	0	2	0	0	0

Capri	0	0	0	0	0	0
Nagkaisang Nayon	6	0	2	0	0	0
San Agustin	6	0	2	0	0	0
Talipapa	0	0	0	0	0	0
Baesa	4	0	2	0	0	0
Unang Sigaw	0	0	0	0	0	0
Balon Bato	0	0	0	0	0	0
Culiat	6	0	4	0	0	0
New Era	4	0	2	0	0	0
Pasong Tamo	4	0	2	0	0	0

Quirino 2B	0	0	0	0	0	0
Masagana	0	0	0	0	0	0
Blue Ridge B	0	0	0	0	0	0
White Plains	0	0	0	0	0	0
Escopa 3	4	0	2	0	0	0
Escopa 4	4	0	2	0	0	0
Marilag	4	0	2	0	0	0
Kamuning	0	0	0	0	0	0
South Triangle	0	0	0	0	0	0

Laging Handa	0	0	0	0	0	0
Pinagkaisahan	0	0	0	0	0	0
Immaculate Concepcion	0	0	0	0	0	0
Dona Imelda	0	0	0	0	0	0
Dona Aurora	0	0	0	0	0	0
San Vicente	0	0	0	0	0	0
Don Manuel	0	0	0	0	0	0
Botocan	0	0	0	0	0	0
Pinyahan	6	0	2	0	0	0

The above table shows the PerMeter Scores of the Barangays. Scores are based on the submitted outputs and documentation during the scheduled mentoring and coaching. This serves as the basis for the BCPCs to qualify for the Advance Module.

#### **4. BEST PRACTICE: Which activity would you describe as your best and why?**

The Module 4: Paralegal Training and Module 5: Para-Social Workers Training in handling children cases are one of the most highlighted activities of HLAF. During this module, participants were randomly group during the workshops. Each lecture is accompanied with a practicum workshop to make them experience as if it is an actual situation. The participants are in different characters during the simulation.

The BCPC members gathered together for the activity called *Kamustahan*. This is a one day activity where the report their achievements the past months. They were able to network resources like experts and different NGOs that may also assist the other barangays. They also share their challenges with one another and provide suggestions to it. Experiences and strategies are being imparted to one another for the others to use. Not just experiences, achievements and challenges are being shared, they also share food with that enrich the rapport and relationship of different barangays.

**5. LESSON LEARNED: Which difficulties did you encounter (in implementing activities and achievement of indicators) and how were you able to resolve?**

┆ Participative and Active Child Protection Coordinators (CPCs)

Child Protection Coordinators are trained to deliver task. They are assigned to closely monitor the barangays, set the logistics of the trainings, communicate and update the barangays in the different activities, attend trainings provided by the organization and most of all, assist the barangays in the challenges they encounter in providing child protection. Hence, they focused on looking for the training venue. They were not very active in attending and participative during the trainings. They were instances where they come during lunch time and leave at after. Outputs were not being gathered also. With this, HLAF decided to directly communicate with the barangays with this matter/

┆ Communication Letter For Trainings

Most of the barangays claim that they are either notified late or received communication letter a day or two before actual training where some barangays would only appear during the last days of the trainings. To address this challenge, HLAF will be submitting a finalized training schedule of the barangays that will undergo the advance module trainings directly to the BCPC Focal Person or BCPC contact person.

┆ Coordination with SSDD

Almost all barangays claim that most of the time, SSDD, does not help them with children's cases. Most of their children cases were not really assisted and helped. Barangays are not notified when a child has already been reintegrated to the community and which leads to reoffending of CICLs. HLAF encourages the Office of the Vice-Mayor to spearhead series of meeting with the SSDD to discuss the standard process in handling cases of children.

┆ Contradicting referral system for children's cases

Since the barangays had undergo the Module 4 and 5 training, they become very knowledgeable in handling case of Children-at-Risk and Children-in-Conflict-with-the-Law. They become familiarized with the flowchart. Hence, the BCPCs are challenged in terms of the referral system the city is implementing. There are conflicting steps in what the BCPCs know and what the city is following.

┆ Submission of final training outputs

CPCs were expected to collect final training output every after training however it did not materialize. HLAF will just contact the BCPC Focal/Contact Persons in the barangays to follow up on the outputs.

┆ Consistency of attendees



In some barangays, participants change every module training. In effect, the participants have a hard time coping with the current training they are attending affecting the quality of outputs during workshops. HLAF will have this matter addressed by the Office of the Vice-Mayor to ensure participation of strategic persons in the trainings especially in the advance courses.

#### 1 Appointment of BCPC focal persons

Since the start of BCPC Basic Trainings, barangays have been encouraged to appoint BCPC Focal Person so to have a contact person in all matters concerning BCPC. HLAF will follow up with OVM the ordinance on appointing BCPC Focal which has been drafted by AHRC.

## 6. Summary of Financial Report

SOURCE OF FUND	MANAGEMENT FEE
STARTING BALANCE	
RECEIVED TRANSFERS	1,365,375.00
TOTAL AVAILABLE AMOUNT FOR IMPLEMENTATION	1,365,375.00
IMPLEMENTED AMOUNT	1,030,651.75
CALCULATED BALANCE	<b>334,723.25</b>
TREASURY BALANCE BANK	-
TREASURY BALANCE CASH	
TOTAL TREASURY BALANCE	<b>334,723.25</b>

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