



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City
<http://www.dilg.gov.ph>

GUIDELINES IN MONITORING THE FUNCTIONALITY OF LOCAL COMMITTEES ON ANTI-TRAFFICKING AND VIOLENCE AGAINST WOMEN AND THEIR CHILDREN (LCAT-VAWC)

Memorandum Circular No. 2020-006

Date: 20 JAN 2020

1.0 BACKGROUND

- 1.1 The State values the dignity of every human person and guarantees full respect for human rights. Hence, the State shall undertake measures to protect the people from any form of violence and exploitation, and eliminate trafficking in persons (TIP) and violence against women and their children (VAWC).
- 1.2 Pursuant to this policy, Republic Act (RA) No. 9208 or the Anti-Trafficking in Persons Act of 2003, as amended by RA No. 10364 or the Expanded Anti-Trafficking in Persons Act of 2012 was enacted to give highest priority to the enactment of measures and development of programs and services that will promote human dignity, protect the people from any threat of violence and exploitation, eliminate TIP, and mitigate pressures for involuntary migration and servitude of persons, not only to support trafficked persons but more importantly, to ensure their recovery, rehabilitation and reintegration into the mainstream of society.
- 1.3 Further, RA No. 9262 or the Anti-Violence Against Women and Their Children Act of 2004 was enacted to protect the family and its members particularly women and children, from violence and threats to their personal safety and security.
- 1.4 To implement the provisions of these Acts, the Department of the Interior and Local Government (DILG), Department of Social Welfare and Development (DSWD), and Department of Justice (DOJ) issued Joint Memorandum Circular (JMC) No. 2010-1 dated 18 October 2010, entitled, "CREATION OF LOCAL COMMITTEES ON ANTI-TRAFFICKING AND VIOLENCE AGAINST WOMEN AND THEIR CHILDREN (LCAT-VAWC)" which provides for the basic standards in the creation of a mechanism that will collaboratively address the problem of TIP and VAWC at the local level.
- 1.5 After the issuance of the JMC, the functionality of said committees is yet to be determined. Hence, there is a need to assess the performance of LCAT-VAWC to serve as basis for policy and capacity development to strengthen the capability of LGUs in combating TIP and eliminating violence against women and children.

2.0 PURPOSE

The Guidelines is intended to provide the local government units (LGUs) and other concerned entities with a tool to assess the functionality of and strengthen the LCAT-VAWC as the primary mechanism to address TIP and VAWC.

3.0 SCOPE/COVERAGE

This Guidelines shall cover all Provincial Governors, City/Municipal Mayors, BARMM Minister of Local Government, DILG Regional Directors and Field Officers, and others concerned.

4.0 POLICY CONTENT AND GUIDELINES

4.1 Functionality Indicators of LCAT-VAWC

The functionality of LCAT-VAWC shall be assessed in the following areas:

1. Organization
2. Meetings
3. Policies, Plans and Budget
4. Accomplishments.

4.1.1. Organization

The LCAT-VAWC shall be organized at the provincial, city and municipal levels, through an executive order or other similar issuances, in accordance with JMC No. 2010-1.

Composition of Provincial Committee on Anti-Trafficking and Violence Against Women and their Children (PCAT-VAWC)

- Provincial Governor
- Provincial Planning and Development Coordinator
- Provincial Social Welfare and Development Officer
- Provincial Health Officer
- Chairperson of the Committee on Women, Children and Family,
Sangguniang Panlalawigan
- Provincial Public Employment and Services Officer
- Provincial Schools Superintendent, DepEd
- Field Office Director, CSC
- Provincial Prosecutor, DOJ
- Provincial Director, DILG
- Provincial Director, PNP
- NGO Representatives of the following sectors:
 1. Women
 2. Children
 3. Overseas Filipino Workers

Composition of City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children (C/MCAT-VAWC)

City/Municipal Mayor
City/Municipal Planning and Development Coordinator
City/Municipal Social Welfare and Development Officer
City/Municipal Health Officer
Chairperson of the Committee on Women, Children and Family, Sangguniang Panlungsod/Bayan
City/Municipal Public Employment Services Officer
City/Municipal Prosecutor
City Director/City/Municipal Local Government Operations Officer
City/Municipal Chief of Police
NGO Representatives of the following sectors:

1. Women
2. Children
3. Overseas Filipino Workers

4.1.2. Meetings

The LCAT-VAWC shall conduct regular quarterly meetings. Special meetings may be conducted when necessary.

The agenda of such meetings shall include, but not limited to, the development and implementation of policies/programs/projects/activities (PPPAs) relative to the promotion, protection, and fulfillment of women's and children's rights specially those who are victim-survivors of TIP and VAWC.

The meetings conducted shall be supported by Minutes of Meetings duly signed by the Secretariat Head, Notices of Meetings, Attendance Sheets and pictures (if available).

4.1.3. Policies, Plans, and Budget

4.1.3.1. Policies

Policies refer to LGUs' executive and legislative issuances to protect people from any form of TIP and VAWC and provide support to trafficked persons and VAWC victim-survivors.

4.1.3.2. Plans and Budget

The LCAT-VAWC Annual Work and Financial Plan (AWFP) may include, but not limited to, the following activities:

- a. Maintain database on cases of TIP and VAWC;
- b. Undertake information, education and advocacy campaign against TIP and VAWC;

- c. Conduct capacity-building programs for all stakeholders involved in handling TIP and VAWC cases;
- d. Provide services to trafficked persons and VAWC victim-survivors, including services that respond to their special needs, interests and concerns;
- e. Create and establish systems on surveillance, investigation and rescue to ensure effective and efficient coordination; and
- f. Institute policies and programs to protect women and children who are victims of trafficking and violence (formulate local ordinances and resolutions).

LCAT-VAWC's AWP shall be submitted to the LGU concerned for inclusion in the Local Development Investment Program/Annual Investment Program to ensure its funding.

4.1.4. Accomplishments

The accomplishment report of LCAT-VAWC shall include the activities undertaken based on the approved AWP.

4.2 Creation of Inter-Agency Monitoring Team (IMT)

- 4.2.1 The IMT shall be created in every region and province to monitor and assess the functionality of LCAT-VAWC.

Provincial IMT Composition

Chairperson : DILG Provincial Focal Person
 Members : Provincial Social Welfare & Development Office representative
 Provincial Prosecutor's Office representative
 Provincial Health Office representative
 PNP Provincial Office Representative
 One (1) representative from any of the Provincial LGU-accredited/recognized civil society organizations on women, children or Overseas Filipino Workers

Regional IMT Composition

Chairperson : DILG Regional Focal Person
 Members : DSWD Regional Office representative
 DOJ Regional Prosecutor's Office representative
 DOH Regional Office representative
 PNP Regional Office representative
 One (1) representative from any NGO/CSO member of LCAT-VAWC, if available

4.3 IMT Duties and Responsibilities

4.3.1 The Provincial IMT shall:

- a. Assess the City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children (C/MCAT-VAWC) based on the documents presented using LCAT-VAWC Form No. 1;
- b. Discuss with the concerned city/municipal mayors the outcome of the assessment and provide recommended actions to address issues concerning the functionality of C/MCAT-VAWC; and
- c. Consolidate and submit report using the LCAT-VAWC Form No. 3, in soft and hard copies, to Regional IMT not later than April 15 of every year.

4.3.2 The Regional IMT shall:

- a. Assess Provincial/Highly-Urbanized City Committee on Anti-Trafficking and Violence Against Women and their Children (P/HUCCAT-VAWC) based on the documents presented using LCAT-VAWC Form No. 2;
- b. Discuss with the concerned governors and city mayors the outcome of the assessment and provide recommended actions to address issues concerning the functionality of P/HUCCAT-VAWC; and
- c. Consolidate and submit report using LCAT-VAWC Form Nos. 4 and 5, in soft and hard copies, to DILG Central Office through the National Barangay Operations Office (NBOO) not later than May 15 of every year.

4.4 Documents to be presented to IMT

4.4.1 The Provincial/City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children shall present copies of the following documents to IMT:

- a. Ordinance/Resolution/Executive Order organizing the P/C/MCAT-VAWC;
- b. Minutes of Meetings duly signed by the Secretariat Head, Notices of Quarterly and Special Meetings with Agenda, Attendance Sheets certified by the Secretariat Head, and Pictures (if available);
- c. Approved LCAT-VAWC AAFP;
- d. Approved AIP reflecting PPPAs to address TIP and VAWC;
- e. Post-Activity Report/s on the capacity-building activities conducted;

- f. Post-Activity Report/s on the information, education and advocacy campaign activities conducted;
- g. Data of all TIP and VAWC cases and mandatory services provided to trafficked persons and VAWC victim-survivors;
- h. Ordinance / Resolution / Executive Order / Guidelines to protect trafficked persons and VAWC victim-survivors;
- i. Ordinance appropriating funds for the implementation of the P/C/MCAT-VAWC AAFP;
- j. Semestral Accomplishment Reports submitted to PCAT-VAWC by C/MCAT-VAWC or RCAT-VAWC by PCAT-VAWC and HUCCAT-VAWC; and
- k. Annual Report, Newsletter, Minutes of Meeting, Website Post, etc. reflecting LCAT-VAWC accomplishments.

4.5 Allocation of Funds for Monitoring

Funds for monitoring the LCAT-VAWC functionality shall be charged against LGU budget, subject to the usual accounting and auditing rules and regulations.

4.6 Indicator and Rating

4.6.1. The functionality of LCAT-VAWC shall be rated in the following areas:

INDICATOR	RATING
Organization	10%
a. LCAT-VAWC is organized <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
b. Composition of LCAT-VAWC is in accordance with JMC No. 2010-1 (Creation of Local Committees on Anti-Trafficking and Violence Against Women and Their Children) <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) <i>Bonus points: Add 2% for expanded membership other than the prescribed members per JMC 2010-1</i>	5%
Meetings	10%
a. Regular Quarterly Meetings conducted <ul style="list-style-type: none"> ▪ 4 regular quarterly meetings (10%) ▪ 3 regular quarterly meetings (7.5%) ▪ 2 regular quarterly meetings (5.0%) ▪ 1 regular quarterly meeting (2.5%) ▪ No regular meeting conducted (0%) <i>Bonus points: Add 1% if there is Special Meeting conducted</i>	10%

INDICATOR	RATING
Policies, Plans, and Budget	30%
a. LCAT-VAWC Annual Work and Financial Plan (AWFP) reflecting PPPAs to address TIP and VAWC developed <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
b. Approved LCAT-VAWC AWFP is integrated in the Annual Investment Program of the LGU <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
c. Policy to protect trafficked persons and VAWC victim-survivors formulated by LCAT-VAWC <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
Accomplishments	50%
a. Database on TIP and VAWC cases is maintained and updated <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
b. Information, education and advocacy campaign against TIP and VAWC conducted <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
c. Capacity-building activities for all stakeholders involved in handling TIP and VAWC cases conducted <ul style="list-style-type: none"> ▪ Yes (15%) ▪ No (0%) 	15%
d. Mandatory services provided to trafficked persons and VAWC victim-survivors such as, but not limited to, psycho-social services/counselling, medical, legal, education or livelihood assistance, skills training, and emergency/temporary shelter are monitored <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
e. Semestral accomplishment reports submitted to PCAT-VAWC by C/MCAT-VAWC or RCAT-VAWC by HUCCAT-VAWC and PCAT-VAWC <ul style="list-style-type: none"> ▪ 2 semestral reports (5%) ▪ 1 semestral report (2.5%) ▪ No semestral report (0%) 	5%
f. Accomplishments of LCAT-VAWC are reflected in the LGU annual report, newsletter, website, etc. or presented/discussed during meetings or other similar activities	5%

INDICATOR	RATING
<ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	
<i>Bonus points: Add 2% for two (2) or more relevant PPAs fully implemented, or 1% for one (1) relevant PPA fully implemented</i>	
TOTAL	100% or more, if there are bonus points

4.7 Level of Functionality

4.7.1 The level of functionality of LCAT-VAWC shall be described as follows:

- Basic – if the LCAT-VAWC obtained a rating of 20% and below
- Progressive – if the LCAT-VAWC obtained a rating of 21% to 50%
- Mature – if the LCAT-VAWC obtained a rating of 51% to 80%
- Ideal – if the LCAT-VAWC obtained a rating of 81% and above

4.8 Period Covered and Frequency of Assessment

The monitoring of LCAT-VAWC functionality shall be conducted annually or every 1st quarter of every year starting CY 2020. The period to be assessed shall be the previous year.

5.0 REFERENCES

5.1. The monitoring of LCAT-VAWC functionality is supported by the provisions of the following:

- 5.1.1. DILG-DOJ-DSWD Joint Memorandum Circular No. 2010-1 dated October 18, 2010 entitled “Creation of Local Committees on Anti-Trafficking and Violence Against Women and their Children (LCAT-VAWC)”
- 5.1.2. Performance Standards Assessment Tools for Services Addressing Violence Against Women in the Philippines (Services of Local Government Units), Department of the Interior and Local Government, Local Government Units, National Commission on the Role of Filipino Women and United Nations Population Fund 2008
- 5.1.3. Republic Act No. 7610 (Special Protection of Children Against Abuse, Exploitation and Discrimination Act)
- 5.1.4. Republic Act No. 9208 (Anti-Trafficking in Persons Act of 2003), as amended by Republic Act No. 10364 (Expanded Anti-Trafficking in Persons Act of 2012)

5.1.5. Republic Act No. 9262 (Anti-Violence Against Women and Their Children Act of 2004)

6.0 ANNEXES

- 6.1. Annex "A" LCAT-VAWC Form No. 1: City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children Functionality Assessment Form
- 6.2. Annex "B" LCAT-VAWC Form No. 2: Provincial Committee on Anti-Trafficking and Violence Against Women and their Children Functionality Assessment Form
- 6.3. Annex "C" LCAT-VAWC Form No. 3: Provincial Consolidated Report on the Functionality Level of the City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children
- 6.4. Annex "D" LCAT-VAWC Form No. 4: Regional Consolidated Report on the Functionality Level of the Provincial/ City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children
- 6.5. Annex "E" LCAT-VAWC Form No. 5: Regional Summary on the Functionality Level of the Provincial/City/Municipal Committee on Anti-Trafficking and Violence Against Women and their Children

7.0 EFFECTIVITY

This Memorandum Circular shall take effect immediately.


8.0 MONITORING AND SUBMISSION OF ASSESSMENT REPORT

- 8.1. The DILG Regional Directors and Field Officers shall facilitate and provide necessary technical assistance in the implementation of this Memorandum Circular.
- 8.2. The DILG Regional Office shall submit the accomplished DILG NBOO LCAT-VAWC Form Nos. 4 and 5, in soft and hard copies, to NBOO through email address: nboolcatvawc@gmail.com not later than May 15 of every year.
- 8.3. NBOO shall oversee the overall annual monitoring of LCAT-VAWC functionality. It shall see to it that the process and requirements are faithfully adhered to, and that documents submitted are complete. Further, it shall be responsible in the maintenance and updating of database of the National Summary of LCAT-VAWC functionality.

To facilitate these tasks, monitoring sheets shall be developed and made available in a google drive. Link to the online facility shall be provided accordingly.

- 8.4. Further, the Community Capacity Development Division (CCDD) of NBOO shall monitor the progress and take appropriate action to address concerns along the process, notify DILG Regional Offices concerning incidence of non-compliance, whenever necessary.

9.0 APPROVING AUTHORITY


EDUARDO M. AÑO
Secretary

10. FEEDBACK

For related inquiries, please contact NBOO-CCDD at telephone no. (02) 876-3454 local nos. 4403 and 4404 or send email to: nboolcatvawc@gmail.com.



DILG-OSEC 01202020-010

**CITY/MUNICIPAL COMMITTEE ON ANTI-TRAFFICKING AND
VIOLENCE AGAINST WOMEN AND THEIR CHILDREN
FUNCTIONALITY ASSESSMENT FORM**

City/Municipality: _____
 Province: _____
 Region: _____
 Year Under Review: _____
 Functionality Level: _____

INDICATOR	RATING
Organization	10%
a. LCAT-VAWC is organized <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
b. Composition of LCAT-VAWC is in accordance with JMC No. 2010-1 (Creation of Local Committees on Anti-Trafficking and Violence Against Women and Their Children) <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) <p><i>Bonus points: Add 2% for expanded membership other than the prescribed members per JMC 2010-1</i></p>	5%
Meetings	10%
a. Regular Quarterly Meetings conducted <ul style="list-style-type: none"> ▪ 4 regular quarterly meetings (10%) ▪ 3 regular quarterly meetings (7.5%) ▪ 2 regular quarterly meetings (5.0%) ▪ 1 regular quarterly meeting (2.5%) ▪ No regular meeting conducted (0%) <p><i>Bonus points: Add 1% if there is Special Meeting conducted</i></p>	10%
Policies, Plans, and Budget	30%
a. LCAT-VAWC Annual Work and Financial Plan (AWFP) reflecting PPPAs to address TIP and VAWC developed <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
b. Approved LCAT-VAWC AWFP is integrated in the Annual Investment Program of the LGU <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
c. Policy to protect trafficked persons and VAWC victim-survivors formulated by LCAT-VAWC <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
Accomplishments	50%
a. Database on TIP and VAWC cases is maintained and updated <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%

INDICATOR	RATING
b. Information, education and advocacy campaign against TIP and VAWC conducted <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
c. Capacity-building activities for all stakeholders involved in handling TIP and VAWC cases conducted <ul style="list-style-type: none"> ▪ Yes (15%) ▪ No (0%) 	15%
d. Mandatory services provided to trafficked persons and VAWC victim-survivors such as, but not limited to, psycho-social services/counselling, medical, legal, education or livelihood assistance, skills training, and emergency/temporary shelter are monitored <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
e. Semestral accomplishment reports submitted to PCAT-VAWC (or RCAT-VAWC for HUCs) <ul style="list-style-type: none"> ▪ 2 semestral reports (5%) ▪ 1 semestral report (2.5%) ▪ No semestral report (0%) 	5%
f. Accomplishments of LCAT-VAWC are reflected in the LGU annual report, newsletter, website, etc. or presented/discussed during meetings or other similar activities <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
<i>Bonus points: Add 2% for two (2) or more relevant PPAs fully implemented, or 1% for one (1) relevant PPA fully implemented</i>	
TOTAL	

Assessed by Provincial IMT:

Name	Office/Agency	Signature
Chairperson	_____	_____
Member	_____	_____
Member	_____	_____

Date Assessed: _____

**PROVINCIAL/HIGHLY-URBANIZED CITY COMMITTEE ON
ANTI-TRAFFICKING AND VIOLENCE AGAINST WOMEN AND THEIR
CHILDREN FUNCTIONALITY ASSESSMENT FORM**

Province: _____
 Region: _____
 Year Under Review: _____
 Functionality Level: _____

INDICATOR	RATING
Organization	10%
a. LCAT-VAWC is organized <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) 	5%
b. Composition of LCAT-VAWC is in accordance with JMC No. 2010-1 (Creation of Local Committees on Anti-Trafficking and Violence Against Women and Their Children) <ul style="list-style-type: none"> ▪ Yes (5%) ▪ No (0%) <p><i>Bonus points: Add 2% for expanded membership other than the prescribed members per JMC 2010-1</i></p>	5%
Meetings	10%
a. Regular Quarterly Meetings conducted <ul style="list-style-type: none"> ▪ 4 regular quarterly meetings (10%) ▪ 3 regular quarterly meetings (7.5%) ▪ 2 regular quarterly meetings (5.0%) ▪ 1 regular quarterly meeting (2.5%) ▪ No regular meeting conducted (0%) <p><i>Bonus points: Add 1% if there is Special Meeting conducted</i></p>	10%
Policies, Plans, and Budget	30%
a. LCAT-VAWC Annual Work and Financial Plan (AWFP) reflecting PPPAs to address TIP and VAWC developed <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
b. Approved LCAT-VAWC AWFP is integrated in the Annual Investment Program of the LGU <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
c. Policy to protect trafficked persons and VAWC victim-survivors formulated by LCAT-VAWC <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%
Accomplishments	50%
a. Database on TIP and VAWC cases is maintained and updated <ul style="list-style-type: none"> ▪ Yes (10%) ▪ No (0%) 	10%

INDICATOR	RATING
b. Information, education and advocacy campaign against TIP and VAWC conducted ▪ Yes (10%) ▪ No (0%)	10%
c. Capacity-building activities for all stakeholders involved in handling TIP and VAWC cases conducted ▪ Yes (15%) ▪ No (0%)	15%
d. Mandatory services provided to trafficked persons and VAWC victim-survivors such as, but not limited to, psycho-social services/counselling, medical, legal, education or livelihood assistance, skills training, and emergency/temporary shelter are monitored ▪ Yes (5%) ▪ No (0%)	5%
e. Semestral accomplishment reports submitted to RCAT-VAWC ▪ 2 semestral reports (5%) ▪ 1 semestral report (2.5%) ▪ No semestral report (0%)	5%
f. Accomplishments of LCAT-VAWC are reflected in the LGU annual report, newsletter, website, etc. or presented/discussed during meetings or other similar activities ▪ Yes (5%) ▪ No (0%)	5%
<i>Bonus points: Add 2% for two (2) or more relevant PPAs fully implemented, or 1% for one (1) relevant PPA fully implemented</i>	
TOTAL	

Assessed by Regional IMT:

Name	Office/Agency	Signature
Chairperson		
Member		
Member		

Date Assessed: _____

**PROVINCIAL CONSOLIDATED REPORT ON THE FUNCTIONALITY LEVEL OF
THE CITY/MUNICIPAL COMMITTEE ON ANTI-TRAFFICKING AND
VIOLENCE AGAINST WOMEN AND THEIR CHILDREN**

Province: _____

Region: _____

Year Under Review: _____

City/Municipality	Rating	Functionality Level	Remarks
Identified Issues and Concerns (if any)		Recommended Actions Required from the National Government Agencies	

Prepared by:

Provincial Focal Person

Submitted by:

Provincial Director

Date Submitted: _____

**REGIONAL CONSOLIDATED REPORT ON THE FUNCTIONALITY LEVEL OF
THE PROVINCIAL/CITY/MUNICIPAL COMMITTEE ON ANTI-TRAFFICKING
AND VIOLENCE AGAINST WOMEN AND THEIR CHILDREN**

Region: _____

Year Under Review: _____

Province	City/Municipality	Rating	Functionality Level	Remarks
Identified Issues and Concerns (if any)			Recommended Actions Required from the National Government Agencies	

Prepared by:

Regional Focal Person

Submitted by:

Regional Director

Date Submitted: _____

**REGIONAL SUMMARY ON THE FUNCTIONALITY LEVEL OF THE PROVINCIAL/CITY/MUNICIPAL COMMITTEE ON ANTI-TRAFFICKING
AND VIOLENCE AGAINST WOMEN AND THEIR CHILDREN**

Region: _____

Year Under Review: _____

A. Provinces

NO. OF PROVINCES	NO. OF PROVINCES ASSESSED	% OF PROVINCES ASSESSED	FUNCTIONALITY LEVEL								REMARKS
			IDEAL		MATURE		PROGRESSIVE		BASIC		
			No.	%	No.	%	No.	%	No.	%	

B. Cities (HUC/ICC/CC)

NO. OF CITIES	NO. OF CITIES ASSESSED	% OF CITIES ASSESSED	FUNCTIONALITY LEVEL								REMARKS
			IDEAL		MATURE		PROGRESSIVE		BASIC		
			No.	%	No.	%	No.	%	No.	%	

C. Municipalities

NO. OF MUNICIPALITIES	NO. OF MUNICIPALITIES ASSESSED	% OF MUNICIPALITIES ASSESSED	FUNCTIONALITY LEVEL								REMARKS
			IDEAL		MATURE		PROGRESSIVE		BASIC		
			No.	%	No.	%	No.	%	No.	%	

Prepared by:

Submitted by:

Date Submitted:

Regional Focal Person

Regional Director
