



GUIDELINES IN MONITORING THE FUNCTIONALITY OF VIOLENCE AGAINST WOMEN (VAW) DESK IN EVERY BARANGAY

Memorandum Circular No. 2017-114

Date: August 30, 2017

1.0 BACKGROUND

- 1.1 The State realizes that equality of men and women entails the abolition of the unequal structures and practices that perpetuate discrimination and inequality. To realize this, the State shall endeavor to develop plans, policies, programs, measures and mechanisms to address discrimination and inequality in the economic, political, social, and cultural life of women and men.
- 1.2 In pursuance of the above-mentioned state policy, Republic Act No. 9710, otherwise known as the Magna Carta of Women (MCW) was enacted into law on August 14, 2009. Amongst its provisions is the establishment of a Violence Against Women (VAW) Desk as specified under Section 9 (D) of the law and Section 12 (D), Rule IV of its Implementing Rules and Regulations (IRR).
- 1.3 To implement the aforementioned provision, the Department of the Interior and Local Government (DILG), Department of Social Welfare and Development (DSWD), Department of Health (DOH), Department of Education (DepEd) and Philippine Commission on Women (PCW) issued Joint Memorandum Circular (JMC) No. 2010-2 dated December 9, 2010 entitled "Guidelines in the Establishment of a Violence Against Women (VAW) Desk in Every Barangay". This JMC provides for the guidelines and procedures in the establishment of a VAW Desk in every barangay to ensure that all forms of violence against women cases are fully addressed in a gender-responsive manner.
- 1.4 After the issuance of the JMC, the functionality of VAW Desk in every barangay is yet to be determined. Thus, a tool to monitor its functionality was developed by the DILG through the National Barangay Operations Office (NBOO) in collaboration with PCW, National Anti-Poverty Commission – Women Sectoral Council (NAPC-WSC), and NAPC Office of the Lead Convenor.

2.0 PURPOSE

The policy is intended to provide the local government units (LGUs) and other concerned entities the guidelines and monitoring tool in assessing the functionality of barangay VAW Desk.

3.0 SCOPE/COVERAGE

This policy shall cover all barangays nationwide.

4.0 DEFINITION

- 4.1 Violence Against Women (VAW) - as defined under Rule II, Section 4(K) of the Magna Carta of Women and Section 7(K) of its IRR, refers to “any act of gender-based violence that results in, or is likely to result in, physical, sexual, or psychological harm or suffering to women, including threats of such acts, coercion, or arbitrary deprivation of liberty, whether occurring in public or in private life.” It shall be understood to encompass, but not limited to, the following:
- 4.1.1 Physical, sexual, psychological, and economic violence occurring in the family, including battering, sexual abuse of female children in the household, dowry-related violence, marital rape, and other traditional practices harmful to women, non-spousal violence, and violence related to exploitation;
 - 4.1.2 Physical, sexual and psychological violence occurring within the general community, including rape, sexual abuse, sexual harassment and intimidation at work, in educational institutions and elsewhere, trafficking in women, and prostitution; and
 - 4.1.3 Physical, sexual and psychological violence perpetrated or condoned by the State, wherever it occurs. It also includes acts of violence against women as defined in Republic Acts No. 9208 and 9262.
- 4.2 Barangay Violence Against Women (VAW) Desk – a facility that addresses VAW cases in a gender-responsive manner, managed by a person designated by the Punong Barangay. It is situated within the premises of the barangay hall. In the absence of a barangay hall, the VAW Desk shall be established within the premises where the punong barangay holds office.

5.0 POLICY CONTENT AND GUIDELINES

5.1 Functionality Indicators of Barangay VAW Desk

The functionality of Barangay VAW Desk shall be assessed in the following areas: *Establishment, Resources, Policies, Plans and Budget, and Accomplishment.*

5.1.1 Establishment

The VAW Desk must be established and the VAW Desk Person must be designated through a Barangay Ordinance or an Executive Order. The VAW Desk Person (*preferably a woman barangay kagawad, woman barangay tanod, or any other qualified person in the community with the commensurate remuneration/honorarium*) designated by the Punong Barangay must be trained in gender-sensitive handling of VAW cases.

The VAW Desk shall have a separate room where the intake interview can be conducted (if no separate room available, an enclosed area within the compound where the barangay hall is located).

5.1.2 Resources

A functional Barangay VAW Desk shall have the basic equipment, furniture, vehicle, monitoring tools, and reference materials:

- a. Furniture and Vehicle – a VAW Desk shall have a separate cabinet or designated storage place where files could be safely kept and maintained. Access to its contents must be controlled by the person-in-charge. Further, a vehicle or transportation expenses must be available for the use of transporting victim-survivor/s.
- b. Equipment and Supplies - a VAW Desk shall have the necessary equipment for recording, documenting, and monitoring VAW cases received. Communication equipment and first aid kit shall be available for the referral of VAW concerns and the provision of first aid treatment to victim-survivor/s.
- c. Monitoring Tools – availability of Intake Form, Referral Form, Feedback Form, Logbooks, and Application Form for Barangay Protection Order (BPO).
- d. References – these are reference materials that must be readily available in the barangay, such as: (1) directory of all government agencies and non-government institutions, national and local that provide VAW-related services. It must contain all necessary information such as name, address, and contact details of the agency or institution, including procedures in availing the required services. This is vital in referring VAW victim-survivors to the proper agencies or institutions in cases where they need services such as legal assistance; psychosocial services (e.g. counseling, psychiatric examination and therapy); medical services; medico-legal services; and livelihood development and employment assistance; (2) VAW Desk Handbook; (3) VAW-related books and brochures; (4) flowchart on Barangay Protection Order (BPO) issuance; and (5) flowchart on handling of VAW cases.

5.1.3 Policies, Plans and Budget

The VAW Desk shall have its own budget for operation and services that is integrated in the approved Barangay Gender and Development (GAD) Plan and Budget which shall be at least five percent (5%) of their budgetary allocation.

The barangay shall have the approved Barangay GAD Plan and Budget which contains gender-responsive programs and activities to address gender-based violence. Said programs must be integrated in the Barangay Development Plan (BDP) and reflected in the Annual Investment Program (AIP) of the barangay.

5.1.4 Accomplishment

The barangay shall prepare and submit quarterly accomplishment reports to the City/Municipal Social Welfare and Development Officer (C/MSWDO)

and City/Municipal Local Government Operations Officer (C/MLGOO) within 10 working days of the ensuing month.

The report must be based on the database/records of VAW cases reported in the barangay and contain relevant information such as total number of VAW cases received, assistance provided to victim-survivors (i.e. securing BPO, referral to other service providers such as rescue, shelter, medico-legal, etc.), total number of cases documented for violating RA 9262 and other VAW-related laws, total barangay population, number of male and female in the barangay, and minor to adult ratio.

Accomplishments of VAW Desk and other efforts to realize a “violence free community” must be reflected in the State of Barangay Address (SOBA).

5.2 Monitoring and Evaluation Team

5.2.1 Creation of Inter-Agency Monitoring Team

An Inter-Agency Monitoring Team (IMT) shall be created at the city/municipal level to monitor the establishment and evaluate the functionality of VAW Desk in every barangay.

5.2.2 City/Municipal IMT Composition

Chairperson : C/M Local Government Operations Officer
Co-Chairperson : C/M Social Welfare and Development Officer
Members : C/M PNP Women and Children Protection Desk Officer
C/M Health Officer
One (1) representative each from three (3) different LGU-accredited/recognized women civil society organizations

5.2.3 Documents to be presented

The Barangay VAW Desk Person shall present the following documents to the C/MIMT:

- a. Copy of Barangay Ordinance or Executive Order on the establishment of Barangay VAW Desk and designation of Barangay VAW Desk Person;
- b. Copy of Certificate/s of trainings/seminars and workshops attended on VAW, Gender Sensitivity and Basic Crisis Intervention;
- c. Copy of accomplished Monitoring Forms (Intake Form, Referral Form, Feedback Form and BPO Application Form);
- d. Logbooks (Logbook 1 for RA 9262 cases and Logbook 2 for other VAW- related cases);
- e. Directory of service providers;
- f. VAW Desk Handbook;
- g. VAW-related information, education and communication (IEC) materials (books, brochures, etc.);
- h. Barangay Development Plan with VAW-related programs and projects articulated therein;

- i. Approved Barangay GAD Plan and Budget with gender-responsive programs and activities to address gender-based violence;
- j. Annual Investment Program which reflects the approved GAD Plan and Budget of the barangay;
- k. Annual GAD Accomplishment Report based on the approved GAD Plan and Budget;
- l. Copy of Quarterly Reports;
- m. Copy of the State of Barangay Address (SOBA) reflecting accomplishment in addressing VAW cases;
- n. Database/records of all VAW cases reported in the barangay; and
- o. Copy of post-activity report/s on the activities conducted on the elimination of VAW in the community.

5.3 Duties and Responsibilities

5.3.1 City/Municipal IMT

- a. Evaluate the Barangay VAW Desk based on the documents submitted using VAW Desk Form 1;
- b. Conduct site inspections and meet with concerned barangay officials for feedbacking on the strengths or weaknesses of the VAW Desk;
- c. Discuss with the concerned mayors on the outcome of the evaluation;
- d. Come up with the recommended actions; and
- e. Using VAW Desk Form 2, submit report in soft and hard copies to the DILG Provincial Office not later than April 15 of every year.

Note: In case of Highly Urbanized Cities (HUCs), the report shall be submitted by the HUCIMT directly to the DILG Regional Office.

5.3.2 DILG Provincial Office

Consolidate and submit reports using VAW Desk Form 3 in soft and hard copies to the DILG Regional Office not later than April 30 of every year.

5.3.3 DILG Regional Office

Consolidate and submit reports using VAW Desk Form 4 in soft and hard copies to the DILG Central Office through the National Barangay Operations Office (NBOO) not later than May 15 of every year.

6.0 ALLOCATION OF FUNDS FOR MONITORING

Funds for monitoring the functionality of Barangay VAW Desks shall be charged against the GAD Fund of the city/municipality.

7.0 INDICATOR AND RATING

The functionality of Barangay VAW Desk shall be rated by the C/MIMT in the following indicators:

INDICATOR	RATING
Establishment	20%
a. The Barangay VAW Desk is established and the Barangay VAW Desk Person is designated through: <input type="checkbox"/> Barangay Ordinance (8%) <input type="checkbox"/> Executive Order (4%) If both are present, the higher rating shall apply.	8%
b. Barangay VAW Desk Person has attended: <input type="checkbox"/> Orientation on Anti-VAW Laws such as RA 9262, 9208, and other related laws (3%) <input type="checkbox"/> Gender-Sensitivity Training (2%) <input type="checkbox"/> Basic Crisis Intervention (1%)	6%
c. The VAW Desk is located within the barangay hall. If there is no barangay hall, the VAW Desk may be put up near or where the Punong Barangay holds office (2%)	2%
d. The VAW Desk has a separate room where the intake interview can be conducted. If no separate room is available, an enclosed area within the compound where the barangay hall is located (4%)	4%
Resources	20%
a. Furniture and Vehicle <input type="checkbox"/> Table and chair (1%) <input type="checkbox"/> Filing cabinet/storage area (1%) <input type="checkbox"/> Sofa bed, folding bed, or mat (1%) <input type="checkbox"/> Availability of vehicle and/or transportation expenses to convey victim-survivors (1%)	4%
b. Equipment and Supplies <input type="checkbox"/> Landline or mobile phone (2%) <input type="checkbox"/> Computer or typewriter for logging in and monitoring of VAW cases (1%) <input type="checkbox"/> Camera to be used in documenting cases of violence, especially in capturing physical proofs (1%) <input type="checkbox"/> Tape or voice recorder in recording the case narrative (1%) <input type="checkbox"/> First aid kit and other medicines (1%)	6%
c. Monitoring Tools c.1. Logbooks <input type="checkbox"/> Logbook 1: for RA 9262 cases (1.5%) <input type="checkbox"/> Logbook 2: for other VAW related cases (1.5%) c.2. Forms <input type="checkbox"/> VAW Docs Intake Form (0.5%) <input type="checkbox"/> Referral Form (0.5%) <input type="checkbox"/> Feedback Form (0.5%) <input type="checkbox"/> BPO Application Form (0.5%)	5%
d. References <input type="checkbox"/> Directory of service providers (2%) <input type="checkbox"/> VAW Desk Handbook (1%) <input type="checkbox"/> VAW-related reference books, brochures (1%) <input type="checkbox"/> Flowchart on BPO issuance (0.5%) <input type="checkbox"/> Flowchart on Handling of VAW Cases, to include VAW hotline (0.5%)	5%

INDICATOR	RATING
Policies, Plans, and Budget	20%
a. Annual Investment Program (AIP) reflecting the approved Barangay GAD Plan and Budget	10%
b. Gender-responsive program and activities to address gender-based violence is indicated in the approved Barangay GAD Plan and Budget	5%
c. Gender-responsive program and activities to address gender-based violence is integrated in the Barangay Development Plan (BDP)	5%
Accomplishments	40%
a. Annual Accomplishment Report based on the approved Barangay GAD Plan and Budget	10%
b. Quarterly accomplishment reports submitted to City/Municipal Social Welfare and Development Office (C/MSWDO) and City/Municipal Local Government Operations Office (C/MLGOO) containing the following information: <ul style="list-style-type: none"> ○ number of VAWC victim-survivors ○ number of other VAW-related victim-survivors ○ number and forms of VAWC and other VAW related cases handled ○ number of referred VAWC and other VAW-related cases ○ number of VAWC victim-survivors applied for BPO ○ number of BPOs issued Prorated as follows: <ul style="list-style-type: none"> □ 4 quarterly accomplishment reports (10%) □ 3 quarterly accomplishment reports (7.5%) □ 2 quarterly accomplishment reports (5%) □ 1 quarterly accomplishment report (2.5%) 	10%
c. Updated database/records of all VAW cases reported in the barangay	10%
d. Accomplishments of VAW Desk is included in the State of Barangay Address (SOBA) which is held twice a year Prorated as follows: <ul style="list-style-type: none"> □ accomplishments of VAW Desk included in two (2) SOBA (10%) □ accomplishments of VAW Desk included in one (1) SOBA (5%) □ accomplishments of VAW Desk not included in the SOBA (0%) 	10%
TOTAL	100%

8.0 LEVEL OF FUNCTIONALITY

8.1 Basic - 20% and below (satisfied the requirements for establishment).

8.2 Progressive - 21% to 50% (aside from the establishment and availability of resources, it also satisfied the requirements of some of the sub-indicators under policies, plans and budget).

- 8.3 Mature - 51% to 80% (was able to satisfy the requirement for the Establishment, Resources, Policies, Plans and Budget, and some of the sub-indicators of Accomplishment).
- 8.4 Ideal - 81% to 100% (was able to satisfy almost all, if not all, of the indicators).

9.0 PERIOD COVERED AND FREQUENCY OF ASSESSMENT

Monitoring of Barangay VAW Desk functionality shall be conducted annually or every first quarter of the ensuing year. The period to be assessed shall be the previous year.

10.0 REFERENCES

- 10.1 The monitoring of Barangay VAW Desk functionality is supported by the following:
- 10.1.1 Republic Act No. 9710 otherwise known as "The Magna Carta of Women"
 - 10.1.2 DILG-DSWD-DOH-DepEd-PCW JMC No. 2010-2 dated December 9, 2010, entitled "Guidelines in the Establishment of a Violence Against Women (VAW) Desk in Every Barangay"
 - 10.1.3 Barangay VAW Desk Handbook

11.0 ANNEXES

- 11.1 Annex A: DILG-NBOO VAW Desk Form 1: Monitoring the Functionality of Barangay Violence Against Women (VAW) Desk Assessment Form
- 11.2 Annex B: DILG-NBOO VAW Desk Form 2: Level of Functionality of Barangay Violence Against Women (VAW) Desk (Consolidated Assessment Report)
- 11.3 Annex C: DILG-NBOO VAW Desk Form 3: Level of Functionality of Barangay Violence Against Women (VAW) Desk per City/Municipality (Consolidated Assessment Report)
- 11.4 Annex D: DILG-NBOO VAW Desk Form 4: Level of Functionality of Barangay Violence Against Women (VAW) Desk per Province (Consolidated Assessment Report)
- 11.5 Annex E: DILG-NBOO VAW Desk Form 5: Quarterly Accomplishment Report

12.0 EFFECTIVITY

This Memorandum Circular shall take effect immediately.

13.0 MONITORING AND SUBMISSION OF REPORTS AND OTHER REQUIREMENTS

- 13.1 All Regional Directors and Field Officers shall facilitate and provide necessary technical assistance in the implementation of this Memorandum Circular.
- 13.2 The DILG Regional Office shall submit accomplished VAW Desk Form 4 in soft and hard copies to the DILG Central Office through NBOO.
- 13.3 The NBOO shall oversee the overall monitoring of Barangay VAW Desk functionality which shall be conducted annually.

It shall see to it that the process and requirements are faithfully adhered to, and shall ensure that documents submitted are complete and credible. Further, it shall maintain and update the Regional and National Summary of Barangay VAW Desk functionality and furnish the Philippine Commission on Women (PCW) with copy.

To facilitate these tasks, monitoring sheets shall be developed and made available in a google drive. For soft copies, link to the online facility shall be provided accordingly. For hard copies, kindly email to nboovawdeskfunctionality@gmail.com or send through fax no. (02) 925-0328.

13.4 The Community Capacity Development Division (CCDD) of NBOO shall monitor the progress of all regions and shall take appropriate actions/s to address concern/s encountered along the process. It shall be responsible in updating the higher management on the status and results of the Barangay VAW Desk functionality assessment.

Said Division shall also be responsible in notifying the concerned DILG Regional Offices concerning incidences of non-compliance.

14.0 APPROVING AUTHORITY


CATALINO S. CUY
Officer-In-Charge ✓



15.0 FEEDBACK

For related inquiries, please contact the CCDD-NBOO at telephone nos. (02) 925-0328 and 925-0371 or email at nboovawdeskfunctionality@gmail.com.

**MONITORING THE FUNCTIONALITY OF BARANGAY VAW DESK
Assessment Form**

Barangay: _____

Year Under Review: _____

Region: _____

Province: _____

City/Mun.: _____

INDICATOR	RATING	REMARKS
Establishment (20%)		
a. The Barangay VAW Desk is established and the Barangay VAW Desk Person is designated through: <input type="checkbox"/> Barangay Ordinance (8%) <input type="checkbox"/> Executive Order (4%) If both are present, the higher rating shall apply.		
b. Barangay VAW Desk Person has attended: <input type="checkbox"/> Orientation on Anti-VAW Laws such as RA 9262, 9208, and other related laws (3%) <input type="checkbox"/> Gender-Sensitivity Training (2%) <input type="checkbox"/> Basic Crisis Intervention (1%)		
c. The VAW Desk is located within the barangay hall. If there is no barangay hall, the VAW Desk may be put up near or where the Punong Barangay holds office (2%)		
d. The VAW Desk has a separate room where the intake interview can be conducted. If no separate room is available, an enclosed area within the compound where the barangay hall is located (4%)		
Resources (20%)		
a. Furniture and Vehicle <input type="checkbox"/> Table and chair (1%) <input type="checkbox"/> Filing cabinet/storage area (1%) <input type="checkbox"/> Sofa bed, folding bed, or mat (1%) <input type="checkbox"/> Availability of vehicle and/or transportation expenses to convey victim-survivors (1%)		
b. Equipment and Supplies <input type="checkbox"/> Landline or mobile phone (2%) <input type="checkbox"/> Computer or typewriter for logging in and monitoring of VAW cases (1%) <input type="checkbox"/> Camera to be used in documenting cases of violence, especially in capturing physical proofs (1%) <input type="checkbox"/> Tape or voice recorder in recording the case narrative (1%) <input type="checkbox"/> First aid kit and other medicines (1%)		
c. Monitoring Tools c.1. Logbooks <input type="checkbox"/> Logbook 1: for RA 9262 cases (1.5%) <input type="checkbox"/> Logbook 2: for other VAW related cases (1.5%)		

INDICATOR	RATING	REMARKS
<p>c.2. Forms</p> <ul style="list-style-type: none"> <input type="checkbox"/> VAW Docs Intake Form (0.5%) <input type="checkbox"/> Referral Form (0.5%) <input type="checkbox"/> Feedback Form (0.5%) <input type="checkbox"/> BPO Application Form (0.5%) 		
<p>d. References</p> <ul style="list-style-type: none"> <input type="checkbox"/> Directory of service providers (2%) <input type="checkbox"/> VAW Desk Handbook (1%) <input type="checkbox"/> VAW-related reference books, brochures (1%) <input type="checkbox"/> Flowchart on BPO issuance (0.5%) <input type="checkbox"/> Flowchart on Handling of VAW Cases, to include VAW hotline (0.5%) 		
Policies, Plans, and Budget (20%)		
a. Annual Investment Program (AIP) reflecting the approved Barangay GAD Plan and Budget (10%)		
b. Gender-responsive programs and activities to address gender-based violence is indicated in the approved Barangay Gender and Development (GAD) Plan and Budget (5%)		
c. Gender-responsive programs and activities to address gender-based violence is integrated in the Barangay Development Plan (5%)		
Accomplishments (40%)		
a. Annual Accomplishment Report based on the approved Barangay GAD Plan and Budget (10%)		
<p>b. Quarterly accomplishment reports submitted to City/Municipal Social Welfare and Development Office (C/MSWDO) and City/Municipal Local Government Operations Office (C/MLGOO) must contain the following information:</p> <ul style="list-style-type: none"> <input type="checkbox"/> number of VAWC victim-survivors <input type="checkbox"/> number of other VAW-related victim-survivors <input type="checkbox"/> number and forms of VAWC and other VAW related cases handled <input type="checkbox"/> number of referred VAWC and other VAW-related cases <input type="checkbox"/> number of VAWC victim-survivors applied for BPO <input type="checkbox"/> number of BPOs issued <p>Pro-rated as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 4 quarterly accomplishment reports (10%) <input type="checkbox"/> 3 quarterly accomplishment reports (7.5%) <input type="checkbox"/> 2 quarterly accomplishment reports (5%) <input type="checkbox"/> 1 quarterly accomplishment report (2.5%) 		
c. Updated database/records of all VAW cases reported in the barangay (10%)		
<p>d. Accomplishments of VAW Desk is included in the State of Barangay Address (SOBA) which is held twice a year (10%)</p> <p>Prorated as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> accomplishments of VAW Desk included in two (2) SOBA (10%) 		

INDICATOR	RATING	REMARKS
<input type="checkbox"/> accomplishments of VAW Desk included in one (1) SOBA (5%) <input type="checkbox"/> accomplishments of VAW Desk not included in the SOBA (0%)		
OVERALL RATING		

LEVEL OF FUNCTIONALITY: Basic - 20% and below Progressive – 21 to 50% Mature - 51 to 80% Ideal – 81 to 100%		
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Assessed by:

C/MIMT Chairperson and Members

Name	Office/Agency	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Date: _____

**LEVEL OF FUNCTIONALITY OF
BARANGAY VIOLENCE AGAINST WOMEN (VAW) DESK
Consolidated Assessment Report
As of: _____**

Region: _____
 Province: _____
 City/Mun.: _____
 Total Number of Brgys. _____

Barangay	Overall Rating	Level of Functionality	Remarks
1.			
2.			
3.			
4.			
5.			
6.			
10.			
Identified Issues (if any)		Recommended Actions required from the National Government Agencies	

Submitted by:

 C/MLGOO / City Director

Date: _____

LEVEL OF FUNCTIONALITY OF BARANGAY VIOLENCE AGAINST WOMEN (VAW) DESK PER CITY/MUNICIPALITY
Consolidated Assessment Report
 As of _____

Region: _____

Province: _____

City/Municipality	Total No. of Brgys.	Total No. of Brgys. Assessed	Level of Functionality				Remarks
			Ideal	Mature	Progressive	Basic	
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Submitted by:

 DILG Provincial Director

Date: _____

LEVEL OF FUNCTIONALITY OF BARANGAY VIOLENCE AGAINST WOMEN (VAW) DESK PER PROVINCE
Consolidated Assessment Report
 As of _____

Region: _____

Province/HUC	Total No. of C/Ms	Total No. of Brgys.	No. of Brgys. Assessed	Level of functionality				Remarks
				Ideal	Mature	Progressive	Basic	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

Submitted by:

Regional Director

Date: _____

BARANGAY VIOLENCE AGAINST WOMEN (VAW) DESK
Quarterly Accomplishment Report
Covered Period: (Ex. January – March 2018)

Barangay: _____
 City/Municipality: _____
 Province: _____
 Region: _____
 Total Population: _____
 No. of Males: _____ No. of Females: _____
 No. of Adults: (18 years old and above) No. of Minors: (Below 18 years old)

I. Summary of Cases Received and Actions Taken

Total No. of Clients Served: _____
 Total No. of Cases Received by the Barangay: _____
 Total No. of Cases Acted Upon: _____

Nature of Case	Total No. of Victims	Total No. of Cases Referred					Total No. of Victims Who Applied for BPO	Total No. of BPOs Issued
		C/MSWDO	PNP	Court	Hospital	Others (i.e. NBI, PAO, etc.)		
Violence Against Women and their Children (RA 9262)								
Physical								
Sexual								
Psychological								
Economic								
Rape (RA 8353)								
Trafficking in Persons (RA 9208/10364)								
Sexual Harassment (RA 7877)								

II. Programs/Projects/Activities implemented to address VAW issues in the barangay
(Pls. specify)

Training	Advocacy	Others	Remarks

Submitted by:

Barangay VAW Desk Person

Noted by:

Punong Barangay

Date: _____