



**EXECUTIVE ORDER NO. PCG-39  
SERIES OF 2023**

**AN EXECUTIVE ORDER MAINSTREAMING MULTI-DISCIPLINARY CASE MANAGEMENT  
FOR CLIENTS OF THE CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE, AND  
CREATING THE PASIG CITY MULTI-DISCIPLINARY TEAM FOR CASE MANAGEMENT**

**WHEREAS**, Republic Act No. 9344, or the “Juvenile Justice and Welfare Act of 2006”, as amended by Republic Act No. 10630, or “An Act Strengthening the Juvenile Justice System in the Philippines” re-defined “Youth Detention Homes” to “Bahay Pag-Asa” as 24-hour child-caring institutions established, funded, and managed by local government units and/or accredited non-governmental organizations to provide short-term residential care, intensive juvenile intervention, and support for children in conflict with the law (CICLs);

**WHEREAS**, Pasig City’s Bahay Pag-Asa, named Kanlungan sa Pasig and operated by the City Social Welfare and Development Office (CSWDO), has been serving, among others, children who: (a) committed serious offense or any offense for the second time/oftener, but are not criminally liable as they are fifteen (15) years of age or below; or, (b) are above fifteen (15) but below eighteen (18) years of age, and are awaiting court disposition of their cases or transfer to other agencies or jurisdiction;

**WHEREAS**, Republic Act No. 10630 and Memorandum Circular 2015-18 issued by the Department of Social Welfare and Development mandate the creation of a multi-disciplinary team (MDT) composed of various experts in case management, that will work on the individualized intervention plans of CICLs, children at risk (CAR), victims of violence against women and their children (VAWC), indigent adults and elderly, and their families;

**WHEREAS**, the MDT envisioned by the foregoing issuances includes, among others: a social worker, a psychologist/mental health professional, a medical doctor, an educational/guidance counselor, and a member of the Barangay Council for the Protection of Children (BCPC) or the Barangay Council on Anti-Trafficking and VAWC (BCAT-VAWC) of the concerned barangay/s,

**WHEREAS**, there is a need to mainstream multi-disciplinary case management and institutionalize the activation of MDTs for the CSWDO’s case management in the Kanlungan sa Pasig;

**NOW, THEREFORE, I, VICTOR MA REGIS N. SOTTO**, Mayor of the City of Pasig, by virtue of the power vested in me by law, do hereby create the Pasig City Kanlungan sa Pasig Multi-Disciplinary Team, as follows:

**SECTION 1. Composition.** – The Kanlungan sa Pasig Multi-Disciplinary Team (MDT) shall be composed of the following:

Team Leader : Social Worker Supervisor  
CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE



- Members** :
- Psychologist or Mental Health Professional**  
**CITY HEALTH DEPARTMENT**
  
  - House Parent Supervisor**  
**CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE**
  
  - Medical Doctor**  
**CITY HEALTH DEPARTMENT**
  
  - Educational or Guidance Counselor/ Head of Child Protection Unit**  
**DEPARTMENT OF EDUCATION – PASIG CITY SCHOOLS DIVISION OFFICE (SDO)**
  
  - Representative**  
**OFFICE OF THE SENIOR CITIZENS AFFAIRS**
  
  - Representative**  
**GENDER AND DEVELOPMENT OFFICE**
  
  - Representative**  
**PERSONS WITH DISABILITY AFFAIRS OFFICE**
  
  - Representative**  
**CITY LEGAL OFFICE**
  
  - Representative**  
**PASIG CITY INSTITUTE OF SCIENCE AND TECHNOLOGY (PCIST)**
  
  - Representative**  
**BARANGAY COMPUTER LITERACY PROGRAM (BCLP)**
  
  - Representative**  
**PUBLIC EMPLOYMENT SERVICES OFFICE (PESO)**
  
  - Security Personnel**  
**PEACE AND ORDER DEPARTMENT (POD)**
  
  - Barangay Kagawad in Charge**  
**BARANGAY COUNCIL FOR THE PROTECTION OF CHILDREN (BCPC) OF THE BARANGAY CONCERNED**
  
  - Barangay Kagawad in Charge**  
**LOCAL COMMITTEE ON ANTI-TRAFFICKING AND VIOLENCE AGAINST WOMEN AND THEIR CHILDREN FOR (LCAT-VAWC) OF THE BARANGAY CONCERNED**



**SECTION 2. Duties and Functions.** – The Kalungan sa Pasig MDT shall help CICLs, CARs, VAWC victims, and indigent adults and elderly appreciate their worth and rebuild their lives. To this end, they shall exercise the following powers and functions:

- a. The MDT shall work on the individualized intervention plan of each CICL, CAR, VAWC victims, indigent adult or the elderly, and his/her family, after they shall have been admitted/re-admitted in accordance with the operational guidelines of the Pasig City Bahay Pag-Asa and relevant rules/guidelines.
- b. The MDT shall be responsible for Assessment, Planning and Implementation of Interventions, Monitoring and Evaluation, and After Care and Case Termination.
- c. The MDT shall ensure, at all times, that their database is updated and reflective of the actual circumstances of the CICLs under their care/management, to assure ease in reporting to the relevant authorities and accuracy in data submitted.
- d. The MDT shall conduct itself in accordance with the Code of Conduct in Residential Care Facilities as stated in DSWD's Child Protection Policy.

**SECTION 3. Individual Duties and Responsibilities.** – Each member of the Kalungan sa Pasig MDT shall be responsible for:

- a. Supervising Social Worker – convening and leading the MDT in managing cases of CICLs, and ensuring that all the members of the MDT undergo the minimum training and orientation required for the delivery of services to CICLs;
- b. Psychologist or Mental Health Professional – conducting psychological assessments and providing relevant interventions in partnership with other members of the MDT;
- c. Medical Doctor – providing over-all management of the client's health concerns;
- d. Educational and Guidance Counsellor from the DepEd SDO – providing opportunities for Kalungan sa Pasig resident to continue their learning through the Alternative Learning System (ALS) or tutorial services, and ensuring that Kalungan sa Pasig resident are enrolled even with lacking documents such as birth certificates and certificates of good moral character;
- e. Representatives from the GAD, OSCA, PDAO – ensuring that the client's case management strategy is context-appropriate;
- f. Representative from the CLO – providing over-all management of the client's legal concerns;
- g. Representatives from the PCIST, BCLP, and PESO – providing opportunities for Kalungan sa Pasig resident to continue their learning through the formulation of special



educational programs and curricula for the development of livelihood skills from the Technical Education and Skills Development Authority for skills enhancement and development of Kanlungan sa Pasig resident; and ensuring that they are enrolled even with lacking documents such as birth certificates and certificates of good moral character;

- h. Security Personnel from the POD – providing security services and/or escorting the Kanlungan sa Pasig resident if necessary, during court hearing, medical check-up, home visit for family integration and other activities requiring presence outside of the Kanlungan sa Pasig;
- i. Member of the BCPC and/or LCAT-VAWC of the barangay where the Kanlungan sa Pasig resident belongs – planning and implementing activities that promote and protect the rights and welfare of the children, women, adult and elderly at the barangay level;

**SECTION 4. Dissemination.** – Copies of this Executive Order shall be furnished within seventy-two (72) hours from its issuance to the Office of the President and the Metro Manila Development Authority for their information and guidance, pursuant to Section 455(1)(xii) of the Local Government Code, as amended.

**SECTION 5. Effectivity.** – This Order shall take effect immediately.

DONE this 26<sup>th</sup> day of October 2023 at the City of Pasig, Metro Manila.

  
VICTOR MA REGIS N. SOTTO  
City Mayor



26 OCT 2023 e/35

