



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

Republic of the Philippines  
Bangsamoro Autonomous Region in Muslim Mindanao

**MINISTRY OF LABOR AND EMPLOYMENT**  
**OFFICE OF THE MINISTER**

Bangsamoro Government Center, Gov. Gutierrez Ave., RH- VII, Cotabato City 9600



**MINISTRY ORDER NO. 011**  
Series of 2023

**GUIDELINES ON THE IMPLEMENTATION AND RELEASE OF FINANCIAL ASSISTANCE THROUGH THE MINISTRY OF LABOR AND EMPLOYMENT PAENG ASSISTANCE PROGRAM (MOLE-PAP) FOR THE AFFECTED FORMAL SECTOR WORKERS IN THE BARMM BY STS "PAENG"**

**BACKGROUND**

The Bangsamoro Rapid Emergency Action on Disaster Incidence (READi) received reports of flooding incidents and landslides in Cotabato City, some parts of Maguindanao del Norte and Sur, and the Special Geographic Area (SGA) on Friday morning (Oct. 28, 2022) due to nonstop rain which began from the previous night of Oct. 27, 2022.

READi responded by deploying rescue teams to the affected areas and coordinated with the 6th Infantry Division, the Police Regional Office – Bangsamoro Autonomous Region (PRO-BAR), and the Bureau of Fire Protection (BFP-BARMM) to escalate the search and rescue operations. At the same time, the Emergency Operating Center (EOC) was activated in the Bangsamoro Government Center. During the EOC activation, an assessment of the available resources for emergency response was initiated, and it was determined that these were insufficient.

Due to the unprecedented situation, the BDRRMC raised its status from Code Blue to Code Red. Following that, a humanitarian response meeting was held with BARMM ministries and non-governmental organizations to collaborate and better prepare for the situation on the ground. The BARMM's education cluster was activated, with the Ministry of Basic, Higher, and Technical Education (MBHTE), allowing many schools to be used as temporary evacuation sites.

According to BDRRMC data released on Nov. 4, 2022, tropical storm Paeng affected 570,285 people in the Bangsamoro region with 53 deaths, 12 missing, and 38 injured. A total of 371 houses were destroyed, with another 480 partially destroyed. Furthermore, the estimated cost of damage to BARMM's infrastructure and agriculture is PhP 585,602,426.33.

**Article I**  
**GENERAL PROVISIONS**

**Section 1.** In the interest of service in accordance with Presidential Proclamation No. 84 declaring a State of Calamity in regions IV-A, V, VI, and the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), and Proclamation No. 0004, Series of 2022 issued by BARMM Chief Minister Ahod Balawag Ebrahim, declaring



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the same, the State of Calamity in the Bangsamoro region due to Tropical Storm "Paeng", the Ministry of Labor and Employment – BARMM (MOLE-BARMM) hereby promulgates the following guidelines on the implementation of MOLE – Paeng Assistance Program (MOLE-PAP).

**Section 2.** It is the policy of the state to protect labor and promote full employment and equality of employment opportunities for all. The state must also uphold the people's constitutional rights to life and property, provide maximum care, assistance and services to individuals and families affected by disaster, and facilitate the resumption of normal social and economic activities.

**Section 3.** The Bangsamoro government guarantees the fundamental rights of all the workers in the BARMM including but not limited to ensuring their benefits in times of calamities.

**Section 4.** The Ministry of Labor and Employment (MOLE-BARMM) is mandated to assume primary responsibility for the promotion of gainful opportunities and the optimization of the development and utilization of the Bangsamoro manpower resources. It also promotes advancement of workers' welfare by providing for just and humane working conditions in terms of employment relations that assures equal protection for the rights of all concerned parties.

## Article II PROGRAM DESCRIPTION

The MOLE-PAP is a safety net program of BARMM thru Ministry of Labor and Employment that offers one-time financial assistance to the affected workers in the formal sector in the BARMM region during the onslaught of STS Paeng.

## Article III POLICY AND PROGRAM OBJECTIVES

This guidelines seek to ensure the effective and streamlined implementation of the MOLE-PAP. It specifies the objectives, coverage, program assistance, and corresponding requirements, and the procedures concerning the delivery of assistance and support as means of social protection and welfare for the affected individuals within the BARMM.

## Article IV CREATION OF IMPLEMENTATION MECHANISM OF THE MOLE-PAP

Considering the extent of intervention and the wide areas to be covered in the implementation of the program, the MOLE hereby creates a mechanism to be known as the Ministry of Labor and Employment – Paeng Assistance Program, otherwise known as "MOLE-PAP".



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**Article V**  
**PROGRAM IMPLEMENTATION**

**General Procedural Guidelines.** The following general procedural guidelines shall be observed in the availment of the assistance program by the affected individuals:

**1. Eligibility Requirements / Covered Beneficiary**

Formal Sector

- i. Bangsamoro workers, who are working in private establishments and companies with principal addresses and operating in BARMM areas, and registered to MOLE, and who are originally and/or currently living in the Bangsamoro territory that was affected by the onslaught of tropical storm "Paeng".

**j. Documentary Requirements**

- i. MOLE-PAP list of workers qualified to the program from the MOLE-Field Office duly certified by the Human Resource (HR) Personnel Head or the owner of the establishment, and by the concerned MOLE Field Office Head;  
ii. Company payroll for the ensuing month before the implementation of MOLE-PAP duly signed by the HR, Finance Officer, or the Owner of the Establishment;  
iii. Clearance from the Social Security System (SSS) that the establishment/company is faithfully remitting contributions on time.

- a. For individually paying members, they should attach proof of membership to the SSS.

- iv. Clear colored photocopy of Company ID (*if applicable*);  
v. If Company ID is not available, any of the following valid government-issued IDs:

1. National ID;
2. Passport;
3. Voter's ID (*clearance not accepted*);
4. PRC License Card;
5. Driver's License Card; and
6. Postal ID

- vi. If there are no Company and Government IDs, the Company must present a certification that the employee is a *bona fide* worker of the establishment duly signed by the HR personnel, or the owner of the establishment (e.g. *Certificate of Employment*)



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### k. Duplication Mechanism

- i. To avoid duplication of beneficiaries submitted by the private establishment and endorsed by the concerned MOLE Field Office, the MOLE TYPHOON PAENG RECOVERY PROGRAM MANAGEMENT TEAM (PMT) as the final consolidators of the list shall ensure the final evaluation and review of the list before submission to the Office of the Minister for approval.

### Specific Procedural Guidelines

Upon approval of the list of beneficiaries by the Minister, the following procedures shall be observed based on desired program components.

#### a. Financial Assistance

##### i. Disbursement

- The MOLE-BARMM shall download or transfer the financial assistance directly to the bank account of the beneficiaries of the program.
- Cash or Payout mechanism of the financial assistance may also be considered whenever necessary, and will be facilitated by the MOLE Finance Division and/or the Special Disbursing Officer (SDO) of the MOLE Bureau of Labor Relations and Standards (BLRS). Thus, the worker beneficiary shall go to the cash/payout area/establishment set by MOLE to claim his/her financial assistance.
- The MOLE-BARMM Personnel shall be assisted by the Human Resource and the Finance Personnel or the Owner/s of the concerned private establishment during the cash/payout of financial assistance whenever necessary.
- In the event that the beneficiary is not available to personally receive his/her financial assistance and the bank transfer is not applicable to him, he/she may authorize his/her spouse, parents, or children to claim such assistance in his/her behalf, provided that the authorized person shall present a Special Power of Attorney effecting such, valid ID of both the beneficiary and the authorized person, and supporting proof of valid reasons for the beneficiaries absence during the pay-out.



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## Article VI PROGRAM MONITORING AND EVALUATION

### Monitoring

To ensure that the program's objectives are met and beneficiaries are assisted, the PAENG PMT shall consolidate and review the reports from the MOLE-Field Office and shall prepare and submit monitoring reports consisting of an updated list and status of the affected workers, approved beneficiaries, and program implementation issues encountered, and submitted to the Office of the Minister.

### Evaluation

Evaluation of the program implementation shall be conducted a week after its commencement to determine the soundness of the policies and effectiveness of the program. If needed, the PAENG PMT may convene to discuss and resolve issues and concerns that may arise during the program implementation.

## Article VII SOURCE OF FUNDS

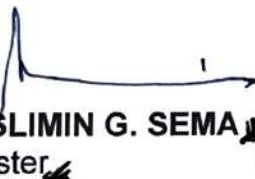
The MOLE-BARMM shall allocate and utilize funds to be sourced from the Contingent and Early Recovery Funds of the Bangsamoro government, subject to the usual accounting, and auditing rules and regulations.

## Article VIII MISCELLANEOUS PROVISIONS

**Section 1. Separability Clause.** If any portion or provision of this Order is declared void or contrary to existing laws, the remaining portions or provisions thereof shall not be affected by such declaration.

**Section 2. Effectivity.** This Ministry Order shall take effect immediately after its publication in the Bangsamoro Gazette or in a newspaper of regional circulation.

Issued in Cotabato City, BARMM, Philippines this 14<sup>th</sup> day of MARCH 2023.

  
**MUSLIMIN G. SEMA**  
Minister

