

Benedict O. Balderrama
BENEDICT O. BALDERRAMA
National Coordinator, PHILSSA

BUDGET PARTNERSHIP AGREEMENT

Cognizant of the following recent milestone developments;

The Aquino Administration's thrust to strengthen democratic institutions through people empowerment, particularly in promoting the principles and practice of good governance;

The Department of Budget and Management's (DBM) commitment to integrate citizen participation in the budget process as a means of enhancing transparency and accountability in the allocation and utilization of public funds;

The overwhelming response of Civil Society Organizations (CSOs) to help enhance efficiency and effectiveness in Government and to curb corruption through its efforts in monitoring Government programs, activities and projects; and

The execution of the Principles of Engagement signed by the DBM and some CSOs committed to budget reform on September 3, 2010.

We, the **SOCIAL HOUSING FINANCE CORPORATION (SHFC)** represented by its President, MA. ANA R. OLIVEROS;

and

the **PARTNERSHIP OF PHILIPPINE SUPPORT SERVICE AGENCIES, INC. (PHILSSA)**, represented by its Secretary, DR. ANNA MARIE A. KARAOS.

Agree to work in close partnership with each other in pursuit of our common objectives:
In general, to make the national budget more responsive to the country's development needs and pressing concern to alleviate poverty and improve the quality of public services, and in particular, to enhance the quality of the budget process through citizen participation in the preparation and execution of FY 2014 and FY 2015 Budget.

In order to meaningfully complement and reinforce each other's efforts in the evaluation and assessment of ongoing programs, activities or projects (P/A/Ps), we further agree to cover the evaluation and assessment of the SHFC's programs/activities/projects under, but not limited to, the Community Mortgage Program (CMP) and faithfully fulfill the following respective roles and responsibilities, particularly:

SOCIAL HOUSING FINANCE CORPORATION

1. Adequately and promptly communicate within its respective offices, at both central and regional levels, the contents of this Memorandum. The same shall be made public by posting on the SHFC website;
2. Issue guidelines to all offices at central and regional offices on the process of providing prompt, adequate and accurate information to PHILSSA, to include the following minimum information:
 - a. Summary of the SHFC Budget releases in 2013;
 - b. Details of the P/A/P being reviewed/monitored by the Partner CSO for the years abovementioned, by activity and allotment class (PS, MOOE, and CO);

WITNESSES

EDUARDO T. MANICTO
EDUARDO T. MANICTO
Executive Vice President, SHFC

PARTNERSHIP OF PHILIPPINE SUPPORT SERVICES, INC.

By: *Anna Marie Karaos*
DR. ANNA MARIE A. KARAOS
Secretary, PHILSSA

SOCIAL HOUSING FINANCE CORPORATION

By: *MA. ANA R. OLIVEROS*
MA. ANA R. OLIVEROS
President

Benedict O. Balderrama
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National Coordinator, PHILSSA

- c. To the extent available and practicable, details of physical accomplishments of specific P/A/Ps, if any; and,
 - d. Other pertinent information as may be agreed upon.
3. Officially designate a contact person through whom all communications, both incoming and outgoing, pertaining to the BPA shall be coursed. Such designation shall be publicly disseminated at least by posting said information in the SHFC website with the contact details to include, at a minimum, office mailing address, e-mail address, office telephone and fax numbers;
 4. Observe the timelines and dates, time and venues of CSO consultations with **PHILSSA**. It is understood that quarterly consultations and assessments shall be conducted by SHFC with **PHILSSA**, or as the need arises;
 5. Adequately and promptly provide **PHILSSA** with updated budget documents at least five (5) working days after the signing of the BPA; provided that the budget has been approved by the SHFC Board, to enable CSOs to send in substantive feedback, comments and recommendations as inputs to the consultations;
 6. Establish the protocol for **PHILSSA** to observe on the submission of information and on the access to information from SHFC, subject to the limits set by law on their use and disposition; and,
 7. Take into consideration the feedbacks, findings and recommendations of **PHILSSA** in the formulation of the budget proposal.

WITNESSES

Edgardo T. Manicio
EDGARDO T. MANICIO
Executive Vice President, SHFC

PARTNERSHIP OF PHILIPPINE SUPPORT SERVICES, INC.

By: *Anna Marie Karaos*
DR. ANNA MARIE A. KARAO
Secretary, PHILSSA

PHILIPPINE SUPPORT SERVICE AGENCIES, INC (PHILSSA)

1. Promptly submit updated General Information Sheet for 2013 to support the BPA on top of those already submitted prior to the signing of the BPA;
2. Promptly submit updated support documents for 2013 to include the following original or duly certified true copies:
 - a. Notarized Board Resolution;
 - b. Letter of Intent for the partnership;
 - c. Extent of participation desired; and
 - d. Designation of the CSO signatory.
3. Ensure that supporting documents are updated in the case of material changes within **PHILSSA**, to include issuance of declaration of potential conflict of interest as may be necessary;
4. Officially designate a contact person through whom all communications pertaining to the BPA, both incoming and outgoing, shall be coursed. Such designation shall be publicly disseminated, at least on the **PHILSSA** website, containing the contact details to include, at a minimum, office mailing address, e-mail address, office telephone, fax and mobile numbers;
5. Promptly submit in no less than five (5) working days before the date of the CSO consultation, a copy of the completed review, assessment or evaluation of specific P/A/P, with an executive summary of the findings and specific recommendations of the **PHILSSA**. The submitted report shall be duly substantiated by citing evidence-based analysis and indicating the


SOCIAL HOUSING FINANCE CORPORATION

By: *Ma. Ana R. Oliveros*
MA. ANA R. OLIVEROS
President

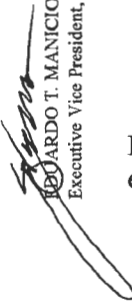
SOCIAL HOUSING FINANCE CORPORATION
By:



MA. ANA R. OLIVEROS
President

PARTNERSHIP OF PHILIPPINE SUPPORT SERVICES, INC.
By:


DR. ANNA MARIE A. KARAOS
Secretary, PHILSSA

WITNESSES


EDUARDO T. MANICIO
Executive Vice President, SHFC


BENEDICT O. BALDERAMA
National Coordinator, PHILSSA

methodology used and the parties involved in the evaluation. The report shall also be presented to SHFC prior to releasing to the public;

6. Endeavour to attend all consultation meetings and those that may later be set. For this purpose, PHILSSA shall submit to SHFC the names of persons permanently designated and their alternate who shall attend said consultation meetings. When the PHILSSA representative or his/her alternate is unable to attend, send in prior to the consultation, via e-mail or fax, feedback, comments and recommendations as inputs to the consultation;
7. Strictly observe the timetable set by DBM for submission of inputs to SHFC, aware that SHFC is legally bound to submit reports on time, and will not be able to wait for delayed inputs; and,
8. Affiliate with other CSOs in order to expand the scope of evaluation and assessment, and provide DBM a copy of such Affiliation/Partnership Agreement.

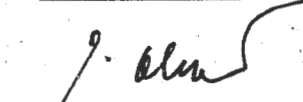
Lastly, we agree to adhere at all times to the following principles of constructive engagement:


1. Transparency – provide all parties as well as the general public, timely access to relevant and verified information/data subject to the limits of the law;
2. Accountability – abide by the policies, standards and guidelines of engagement that may be agreed upon, and fulfill commitments;
3. Integrity – adhere to moral and professional standards in fulfilling commitments;
4. Partnership – cooperate and share responsibilities to ensure that the objectives of the engagements are achieved;
5. Consultation and mutual empowerment – enhance knowledge sharing and continuing dialogue;
6. Respect for internal processes – understand and abide by the limitations of the stakeholders with respect to the nature of the information to be disclosed and the extent of involvement based on institution/legally imposed limitations;
7. Sustainability – ensure continuing engagement by instituting progressive policies and operational mechanisms that will promote an environment of mutual trust; and,
8. National interest – uphold the national welfare above the interest of organizations or individuals.

This agreement takes effect immediately.


20 SEP 2013

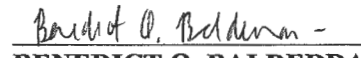
IN WITNESS WHEREOF, the parties have signed this Contract on this ___ day
of _____ 2013 at Makati City.


MA. ANA R. OLIVEROS
President
SOCIAL HOUSING FINANCE
CORPORATION


DR. ANNA MARIE A. KARAOS
Secretary
PARTNERSHIP OF PHILIPPINE
SUPPORT SERVICES AGENCIES,
INC.

SIGNED IN THE PRESENCE OF:


EDUARDO T. MANICIO
Executive Vice President, SHFC


BENEDICT O. BALDERRAMA
National Coordinator, PHILSSA

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
MAKATI CITY) SS

BEFORE ME, Notary Public, in and for the above jurisdiction, this 20 SEP 2013 day of
_____ 2013, personally appeared the following:

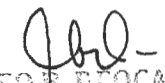
Name	Government Issued ID	Valid until
Ma. Ana R. Oliveros Anna Marie A. Karaos	TIN No. 125-545-756	

known to me and to me known to be the same persons who executed the foregoing document and acknowledged to me that the same is their free act and deed and that of the Corporation represented herein.

This contract consists of four (4) pages, including this page, where the acknowledgment is written, was signed by the parties and their instrumental witnesses in each and every page hereof.

WITNESS MY SIGNATURE AND NOTARIAL SEAL on the date and place first above written.

Doc No. 114
Page No. 24
Book No. 5
Series of 2013


ATTY. LEO B. BLOCAMPO
NOTARY PUBLIC
Until December 31, 2014
Roll No. 49042
IBP Lifetime No. 08659/1-6-10/Pasig City
PTR No. 3674282/1-4-13/Makati City