



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, QUEZON CITY  
Telephone Number 929.92.35 • 927.78.52  
www.dilg.gov.ph



## **ADOPTION AND IMPLEMENTATION OF THE PHILIPPINE PLAN OF ACTION FOR NUTRITION (PPAN) 2017-2022**

Memorandum Circular No. 2018-42  
March 26, 2018

### **I. BACKGROUND**

To effectively address the lingering problems of both undernutrition and overnutrition in the country, the National Nutrition Council (NNC) in consultation with various stakeholders from national government agencies, local government units (LGUs), non-government organizations (NGOs), development partners, and academic institutions formulated and approved the Philippine Plan of Action for Nutrition for 2017-2022 on February 21, 2017.

The Philippine Plan of Action for Nutrition (PPAN) 2017-2022 is the country's framework plan on nutrition. Its overall goal is to contribute to the improvement of the quality of human resource in the country and reduce child and maternal mortality. It lays out targets, directions, and priority actions to address nutritional problems and achieve set targets.

PPAN 2017-2022 is integral to the Philippine Development Plan 2017-2022 and consistent with the Duterte Administration 10-point Economic Agenda. It contributes to the development pillars of *malasakit* (protective concern), *pagbabago* (change or transformation), and *kaunlaran* (development), and the vision of *AmBisyon 2040*. It factors in and considers country commitments to the global community as embodied in the 2030 Sustainable Development Goals, the 2025 Global Targets for Maternal, Infant and Young Child Nutrition, the 2014 International Conference on Nutrition.

### **II. PURPOSE**

The purpose of this circular is to provide guidelines on the roles and responsibilities of the DILG Field Offices and LGUs on the implementation of Philippine Plan of Action for Nutrition (PPAN) 2017-2022.

### **III. LEGAL BASES AND REFERENCES**

1. Article XV, Section 3 of the Philippine Constitution;
2. 1974 Presidential Decree 491- Nutrition Act of the Philippines;
3. Presidential Decree No. 1569: Strengthening the Barangay Nutrition Program by Providing for a Barangay Nutrition Scholar in Every Barangay, Providing Funds Therefor, and For Other Purposes;

4. Executive Order No. 234 (Reorganization Act of the National Nutrition Council of 1987);
5. Section 16 of RA 7160 of (Local Government Code of 1991); and
6. Ambisyon Natin 2040 and the Philippine Development Plan 2017-2022.

#### **IV. COVERAGE**

This Memorandum Circular covers all Provincial Governors, Highly Urbanized City, Independent Component City/ Component City/Municipal Mayors, Punong Barangays Sanggunian Panlalawigan/Panlungsod/Bayan, DILG Regional/Provincial/City Directors, C/MLGOOs and other concerned.

#### **V. POLICY CONTENTS AND GUIDELINES**

##### **1. Roles of LGUs:**

- 1.1. Ensure the formulation, or if existing, revision/updating of the local nutrition action plan to include programs, projects and activities that converge in families of the nutritionally vulnerable individuals (with a pregnant woman, lactating woman, children 0-23 months old, or a malnourished child under 5 years of age) as well as communities/barangays with high levels of undernutrition or overnutrition.
- 1.2. Implement, monitor and evaluate their respective local nutrition action plans which includes but not limited to the following PPAN Programs and packages:
  - a. Infant and Young Child Feeding;
  - b. Integrated Management of Acute Malnutrition;
  - c. Dietary Supplementation;
  - d. National Nutrition Promotion for Behavior Change;
  - e. Micronutrient Supplementation;
  - f. Mandatory Food Fortification;
  - g. Nutrition in Emergencies;
  - h. Overweight and Obesity Management;
  - i. Nutrition sensitive programs that will improve physical and economic access to food, access to sanitary toilets and safe drinking water, responsible parenthood, among others;
  - j. Annual conduct of Operation Timbang Plus; and
  - k. Monitoring of child growth and development especially during the 1<sup>st</sup> 1000 days of life.
- 1.3. Include in their respective Local Development Plans and Annual Investment Programs (AIP), applicable PPAN programs to ensure adequate funding for nutritional impact;
- 1.4. Organize, reorganize, and strengthen functional Local Nutrition Committees at the Provincial, City/Municipal/Barangay level with the local chief executive as chairperson thru an enactment of a local ordinance that entails permanency. Copy of the NNC's list of Indicators for a functional local nutrition committee is attached in this MC for reference and guidance; ( Annex A- Guidelines on Establishing a Database on Functional Local Nutrition Committees);



- 1.5. Designate a Nutrition Action Officer, preferably on a full-time basis, with the corresponding staff support to coordinate nutrition action and implement one or more components of the local nutrition action plan as may be needed;
- 1.6. Sustain recruitment and deployment of community-based nutrition volunteers or barangay nutrition scholars and continually support them through capability building, logistics provision such as weighing scale and height boards, and monetary and non-monetary incentives;
- 1.7. Provide incentives to members of the local nutrition committee to the extent possible;
- 1.8. Develop and implement programs that will ensure good nutrition among its employees in partnership with professional organizations of nutritionist-dietitians; and
- 1.9. Pass/enact local policies to support the implementation of PPAN.
- 1.10. Submit semestral reports using the attached ANNEX B- Status of Nutrition Programs, Physical Accomplishments. Submission of LGUs semestral report is on January and July of each fiscal year with details of submission as follows:

<b>LGU</b>	<b>Date of Submission</b>	<b>Kind of Report</b>	<b>Where to Submit</b>
Barangay	Every 15th of January and July	Barangay PPAN Report	City/Municipal Mayor's Office thru MLGO/ CLGOO
City/Municipality	Every 20 <sup>th</sup> of January and July	Consolidated City/Municipal report	Provincial Governor's Office thru DILG Province
Province	Every 30 <sup>th</sup> of January and 30 <sup>th</sup> of July	Consolidated Provincial PPAN Report	To DILG Regional Office thru DILG Provincial Office

- 1.11. Based on the above schedule, submission of LGU's semestral Report shall pass through the regular channels of reporting, i.e. Punong Barangay submits report to the city or municipal mayor, city or municipal mayor submits a consolidated report to the governor, and the governor submits a consolidated report to the DILG Provincial Office that in turn submits to the concerned DILG regional office;

## 2. Roles of DILG

All DILG Regional Directors and the ARMM Regional Governor are hereby directed to :

- 2.1. Cause the immediate and widest dissemination of this Memorandum Circular to all local government units within their respective regional jurisdiction;
- 2.2. Ensure that priority PPAN Programs are included in the Provincial Development Physical Framework Plans (PDPFPs)/ Comprehensive Development Plans (CDPs) and Local Development Investment Programs (LDIPs)/Annual Investment Program;
- 2.3. Provide assistance when necessary, in close coordination with the Regional Office of the National Nutrition Council and the LGU Nutrition Action Officer to facilitate LGU's compliance on the implementation of PPAN 2017-2022;
- 2.4. Ensure, facilitate and monitor LGU's submission of semestral report using the attached Annex B- Status of Nutrition Programs, Physical Accomplishments based on the above indicated schedule;
- 2.5. DILG Province shall immediately forward consolidated provincial PPAN Report to the DILG Regional Office that shall in turn consolidate said reports into a Consolidated Regional Report; and
- 2.6. Consolidated Regional Report should be submitted to the Office of the Undersecretary for Local Government thru the BLGD copy furnished the NNC Regional Office in your respective regions every 5<sup>th</sup> of February and August of the ensuing year.

The National Nutrition Council through its Regional Offices shall provide technical assistance to LGUs in the preparation, implementation, monitoring and evaluation of their nutrition action plans to ensure the intensified implementation of PPAN 2017-2022.

## 3. Effectivity

This memorandum circular shall take effect immediately.

## 4. Approving Authority

  
**USEC. EDUARDO M AÑO**  
Officer-in-Charge, DILG

## 5. Feedback



For related queries, kindly contact the Bureau of Local Government Development at telephone numbers (02) 929-9235; 927-7852 and 925-0356 or at email address [blgd.gad@gmail.com](mailto:blgd.gad@gmail.com).



Republic of the Philippines  
Department of Health  
NATIONAL NUTRITION COUNCIL

## **Guidelines on Establishing a Database on Functional Local Nutrition Committees**

### **A. Background**

Malnutrition is a multifaceted problem requiring a multi-sectoral mix of interventions towards its sustained reduction. The Philippine Plan of Action for Nutrition (PPAN) serves as the framework to guide stakeholders on how to contribute to improved nutrition of the country. The PPAN embodies priority actions and are carried out by interagency local nutrition committees (LNCs) through the conduct of various nutrition and nutrition-related activities in their respective local government units (LGUs). The local nutrition committee is composed of representatives from different local departments such as health, agriculture, and social welfare and development, development planning and budgeting as well as national government agencies such as DepEd and nongovernment organizations operating in the area. A nutrition action officer (NAO) coordinates the overall implementation and management of the local nutrition program.

It is critical that all LGUs have functional local nutrition committees to efficiently and effectively implement and manage the nutrition program. NNC as the highest policy-making and coordinating body on nutrition leads in developing and maintaining a system for monitoring functional local nutrition committees.

### **B. Objectives**

1. Set the criteria in determining functionality of local nutrition committees.
2. Establish a system for monitoring and maintaining a database on functional local nutrition committees.
3. Serve as basis for identification and prioritization (for the following year) of LGUs that needs technical assistance from NNC for local nutrition committee reactivation.

### **C. Mechanics**

1. A list of core indicators, representing key activities of local nutrition committees will serve as the basis for determining their functionality.
2. The number of functional local nutrition committees will be included in the quarterly accomplishment report of NNC-ROs to be submitted to the Central Office. The name of provinces and cities should be indicated while the number of functional municipal nutrition committees within a specific province should be indicated in the report. The list of functional Municipal Nutrition Committees, however, shall be maintained at the NNC regional office.

3. To generate the information, the NNC-ROs shall request local government units to submit the list of municipalities and number of barangays with functional local nutrition committees using the attached form. The validation of the functionality shall be made through the annual Monitoring and Evaluation of Local Level Plan and Implementation (MELLPI) and regular monitoring visits of the regional NNC staff or members of the regional nutrition evaluation team. Local government unit reports should be submitted to NNC-ROs, preferably twice a year, after the monitoring visits.
4. Depending on the number of indicators an area obtains based on the Checklist (attached), a local nutrition committee can be categorized as follows:
  - a. **Fully functional** – all indicators present
  - b. **Substantially functional** – lacks 1-2 indicators
  - c. **Partially functional** – lacks 3-4 indicators
  - d. **Non-functional** – more than 5 or half of the indicators are absent
5. The Nutrition Surveillance Division will be the repository of the database on functional local nutrition committees.

Key Activities	Indicators	PNC	C/MNC	BNC
Capacity Development	a. Members of local nutrition committee trained/completed training on Nutrition Program Management b. Barangay Nutrition Scholar completed training on Basic Course for Barangay Nutrition Scholar	X	X	X
Program Planning				
1. Organization/Re-Organization/ Strengthening of local nutrition committees	a. Local nutrition committee meetings regularly held at least once every quarter presided by the local chief executive or designated representative b. Minutes of meetings documented and filed	X X	X X	X X
2. Conduct of Nutritional Assessment	a. OPT Plus & school weighing report updated b. Nutrition situation report prepared	X X	X X	X X
3. Formulation of nutrition action plan	a. NAP integrated into the local development plan with budget b. NAP is integrated in the Annual Investment Plan	X X	X X	X X
4. Resource Generation and Mobilization	a. Funds allocated and expended for nutrition and related activities from annual budget	X	X	X



Key Activities	Indicators	PNC	C/MNC	BNC
Delivery of nutrition and related services (e.g. counselling on breastfeeding, organization of breastfeeding support groups, conduct of nutrition education activities, vitamin A and iron supplementation to preschool children and pregnant women; distribution of seeds, seedlings, fingerlings and small animals to families with underweight children; supplementary feeding)	a. Targeted groups provided with nutrition and related interventions	X	X	X
Monitoring and evaluation	a. Monitoring visits conducted and documented at least twice a year	X	X	X
	b. Quarterly monitoring report prepared and submitted to Provincial Nutrition Office/ NNC-Regional Office	X	X	
	c. Program Implementation Review conducted at least once a year with documentation and submitted to Provincial Nutrition Office /NNC-regional Office	X	X	

Prepared by:

  
**Jomarie L. Tongol**  
 Nutrition Officer II, NSD

Reviewed by:

  
**Hygeia Ceres Catalina B. Gawe**  
 Chief, NSD

Approved:

  
**Assistant Secretary of Health Maria-Bernardita T. Flores, CESO II**  
 Executive Director

## ANNEX B

Philippine Plan of Action for Nutrition  
Status of Nutrition Programs, Physical Accomplishments  
For (month) to (month), (year)

Region \_\_\_\_\_ Province \_\_\_\_\_ City/ Municipality \_\_\_\_\_

[illegible]

Prepared by :

Submitted by:

Nutrition Action Officer

### Local Chief Executive