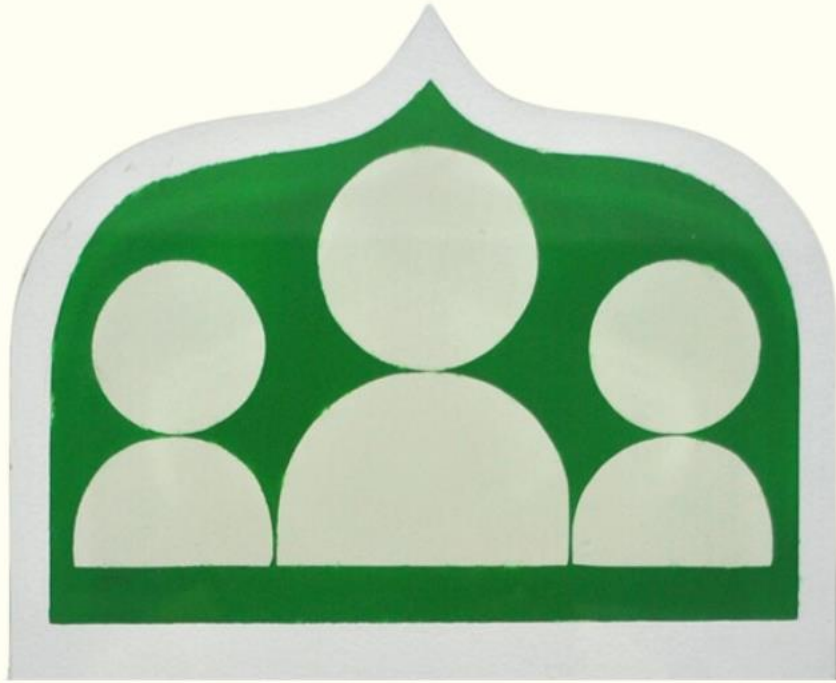


IMPLEMENTING GUIDELINES



BARANGAY NUTRITION SCHOLARS PROGRAM

Introduction



Presidential Decree 1569 (June 1978)

“Strengthening the Barangay Nutrition Scholar Program by Providing for a Barangay Nutrition Scholar in Every Barangay, Providing Funds Therefore, and for Other Purposes”

Introduction

Barangay Nutrition Scholar (PD1569)

a barangay-based volunteer worker responsible for **delivering nutrition services** and other related activities such as **community health, backyard food production, environmental sanitation, culture, mental deeding, and responsible parenthood** to the barangay



Background

1981

NNC formulated related rules and regulations consistent with Section 13 of PD 1569

1991

Republic Act No. 7160 (Local Government Code)

- Devolved the delivery of basic service including those related to nutrition to LGUs
- Annual performance evaluation of BNSs, provision of traveling allowance support from the NNC, the conferment of civil service eligibility to a number of BNSs

Background

2007

RA 9418 (National Volunteer Act), calls on NGA to..

- establish volunteer programs in their respective offices to promote and encourage volunteering in government programs and projects
- develop and provide volunteers recognition and incentive package which may include but not limited to allowance, insurance, and training

2010

- LuzViMin BNS Federation
- Officers are holding the position for 3 years
- SEC registered

***** *there is a need to update the implementing guidelines to be attuned to the changing environment.***

Objectives of the Guidelines

- Provide **guideposts** relative to the recruitment, selection, training and continuing education, supervision and mentoring, provision of incentives and other concerns related to the deployment of BNSs.
- Clarify the **roles and responsibilities** of personalities who support BNSs.



Objectives of the BNS Program

General

Contribute to improving the nutrition situation of a locality by facilitating the delivery of integrated nutrition and nutrition-related services in the barangay through the Barangay Nutrition Scholar (BNS)

Specifically:

1. To deploy at least one BNS per barangay
2. To develop and nurture the competencies of the BNS along with their functions in the context of nutrition program management
3. To establish and maintain support systems to enable the BNS to carry out his or her roles and functions in the community

A BNS is ...

Barangay –based volunteer

Responsible for delivering or facilitating the delivery of nutrition services and other related services.

Scholar

Emphasizes the continuing learning of a BNS as he or she pursues this volunteer work.



Qualifications

- ✓ Bona fide resident of the barangay for at least 4 years and can speak the language and/or the dialect
- ✓ leadership potentials
- ✓ Must be willing to learn, practice, and share what he/she has learned to households and residents of the barangay
- ✓ Willing to serve the barangay for at least three years
- ✓ Completed at least Grade 10
- ✓ Physically and mentally fit
- ✓ At least 18 years old but younger than 60 years old at the time of recruitment



1. Organizing the Barangay Nutrition Committee (BNC)

- a. Assists the PB in organizing or reactivating the BNC through the technical assistance of DILG
- b. Serve as the BNAO
- c. Assists the BNC Chair and Co-chair in coordinating the activities of the BNC
- d. Assist the BNC in the preparation of work and financial plan including targets, interventions, duration, resources needed and responsible person

Roles of a BNS

by Phase of NPM Cycle

Phase 1

Plan Preparation and Adoption





2. Formulating the BNAP


- a. Assists the BNC in assessing the nutrition situation
- b. Participate in setting the objectives of the BNAP
- c. Assists the BNC in selecting and deciding programs
- d. Assists the BNC in estimating budgetary requirements for projects and activities; identifies potential sources of resources needed; and conducts fund raising activities.

Roles of a BNS

by Phase of NPM Cycle

Phase 1

***Plan Preparation
and Adoption***

- 
- ✓ Identifies and locates target
 - ✓ Prepares and updates the master list of beneficiaries
 - ✓ Monitors weight and height of under-five children
 - ✓ Facilitates/assists in the delivery of nutrition and related services especially those related to the first 1000 days of life
 - ✓ Refers families with malnourished under- five children, pregnant and lactating women to service partner
 - ✓ Advocates for increased investment in nutrition projects and related activities
 - ✓ Attends trainings to upgrade one's knowledge, skills, and values
 - ✓ Coordinates with D/CNPC and C/MNAO) and other workers

Roles of a BNS

by Phase of NPM Cycle

Phase 2
Action,
Activation,
Adjustment



- ✓ Assists the barangay secretary in preparing the minutes of BNC meetings
- ✓ Documents and reports accomplishments to the BNC, and to the Sangguniang Barangay, when so requested
- ✓ Prepares and submits BNS reports
- ✓ Prepares BNAP quarterly accomplishment report

Roles of a BN

by Phase of NPM Cy

Phase 3

Monitoring and Evaluation



- ✓ Assists in convening the BNC when re-planning or re-targeting is needed

Roles of a BNS

by Phase of NPM Cycle

Phase 4

Re-planning

BENEFITS and INCENTIVES

NATIONAL NUTRITION COUNCIL

- a. **Traveling allowance** (upon submission of required documents)
 - ✓ envisioned to allow mobility within the barangay, and from the barangay to the city/municipal center for submission of reports and/or regular meetings.
- b. **BNS kit**
- c. **Traveling expenses** (including accommodations for the participation of officers of organized associations of BNSs in meetings of the regional and national associations and in other activities convened by the NNC)

BENEFITS and INCENTIVES

Travelling Allowance

NNC Memo No.2 s2024

NATIONAL NUTRITION COUNCIL

- a. **MOA on BNS Travelling Allowance**
- b. Accomplished Checklist for Appraisal of Request (CO)
- c. Regional Appraisal of Request for Funding Assistance (RO)
- d. Endorsement from RNPC
- e. **Letter Request signed by the LCE**
- f. **Financial Plan**

- ✓ ***For liquidation:*** OR, Signed payroll, Conforme letter, Acknowledgement Receipt, Other attachments as necessary

BENEFITS and INCENTIVES

Travelling Allowance

NNC Memo No.3 s2024

NATIONAL NUTRITION COUNCIL

To claim:

Only existing BNS can request the travel allowance, while new and replacement BNS must comply with the following:

1. Have at least 1 year of residency as a BNS and fulfill the basic deliverables (please scan the QR code or visit the link below).
2. Have completed the BNS Basic Training Course, which is organized by the District/City Nutrition Program Coordinator or the Nutrition Action Officer.



Link: <https://tinyurl.com/BNSProgram>

BENEFITS and INCENTIVES

LOCAL GOVERNMENT UNITS

- a. Traveling allowance or other monetary support**
 - ✓ as indicated in the agreement with the BNS and as integrated in the LGU Annual Investment Program.
- b. Support for traveling expenses**
- c. Training stipend for BNSs**
- d. Registration fee** for participating in conferences and conventions
- e. Incentive at separation from service as BNS** provided 15 years of service have been completed

BENEFITS and INCENTIVES

PHILIPPINE HEALTH INSURANCE CORPORATION (PHILHEALTH)

Health insurance coverage under the sponsored program of the PhilHealth and consistent with RA 10606

CIVIL SERVICE COMMISSION

Civil Service Eligibility equivalent to second grade eligibility after complying with the requirements of the Civil Service Commission.



NEWS RELEASE

VOLUNTEER NUTRITION WORKERS MAY APPLY FOR FIRST LEVEL ELIGIBILITY - CSC

The Civil Service Commission is inviting barangay nutrition scholars to apply for the Barangay Nutrition Scholar Eligibility, a first level eligibility which may be considered for appointment to clerical positions and other first level positions in the career service.



/civilservicegovph



/cscphmedia



csc.gov.ph

MECHANICS OF IMPLEMENTATION

RECRUITMENT, SELECTION, ENGAGEMENT AND RENEWAL OF SERVICE

**First-time deployment in
a barangay that has never
had a BNS**

**Replace a BNS who has
resigned/died/transferred residence**

RECRUITMENT, SELECTION, ENGAGEMENT AND RENEWAL OF SERVICE

Screening Committee (for the recruitment and selection)

- ✓ should be covered by a barangay council **resolution** or a joint issuance of the punong barangay and the city or municipal mayor
- ✓ Composed of **3 members** - should always include the punong barangay and a representative of the local association of BNSs
- ✓ Conduct **background interview**

RECRUITMENT, SELECTION, ENGAGEMENT AND RENEWAL OF SERVICE

Screening Committee, *cont..*

- ✓ **Recommends** to the appointing official as appropriate
- ✓ Selection should be **guided by the basic qualifications of the BNS**
- ✓ Appointment paper or MOA may be renewed after one year
- ✓ Terminating the services of a BNS may be done only on the grounds of unsatisfactory performance

TRAINING AND CONTINUING EDUCATION

All BNSs should undergo the basic training for BNSs

- ✓ training based on the **NNC-prescribed training module**; conducted only by those who completed the ToT on the BNS Basic Course
- ✓ training module can be modified and adapted for an OJT scheme but should be structured and completed within the first 3 months of
- ✓ Continuing education - participation in conferences and conventions, sessions in regular meetings with the MNAO or D/CNPC but purposely and labeled as continuing education, and other activities like learning visits.

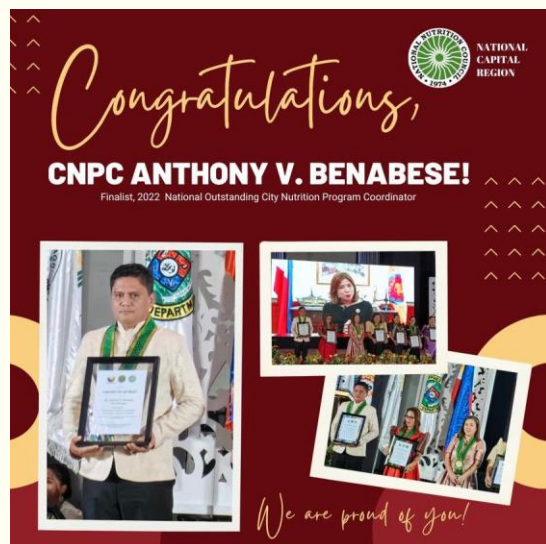
A training report should be prepared after completion of the training

IMPLEMENTATION OF BNS ACTIONS

1. Annual **BNS Action Plan** to guide day-to-day activities of a BNS
2. Those most at risk or affected by under- and overnutrition are **prioritized** for services and for monitoring if they received the range of services needed
3. Delivery of nutrition and related services should **follow policies and guidelines**
4. All services delivered by the BNS are **documented**
5. In the face of an emergency or disaster, the BNS should be among the **responders**

SUPERVISION AND MENTORING

D/CNPC and the C/MNAO are the primary **SUPERVISORS-MENTORS** of BNSs



SUPERVISION AND MENTORING

Mentoring

is purposely attached to the supervisory process to highlight that supervision should be linked with continuing learning and upgrading of the competencies of the BNS

SUPERVISION AND MENTORING

Supervision

- ✓ Regular conduct of field visits by the D/CNPC and MNAO together with other members of the local nutrition committee to the extent possible. *LGUs may develop their respective checklists* – good points and areas for improvement should be shared to BNS
- ✓ Conduct of monthly meetings - opportunities for continuing education, and for discussions on common observations on BNS performance



MONITORING AND EVALUATION

| Information | Level | Frequency |
|--|-------------------------------------|----------------------------|
| 1. Masterlist of active BNSs | National, regional, city, municipal | Update regularly as needed |
| 2. Status report on requests (to NNC) for funding assistance for BNSs | National and regional | Quarterly |
| 3. Status report on the provision of medical and survivorship assistance to BNSs | National and regional | Monthly |
| 4. Masterlist of BNSs conferred with civil service eligibility | National, regional, city, municipal | Update regularly as needed |

MONITORING AND EVALUATION

| Information | Level | Frequency/Remarks |
|--|----------|---|
| 5. BNS Monthly Accomplishments | Barangay | Prepared by the BNS and submitted to the PB and the C/MNAO cc: the D/CNPC |
| 6. Family profile | Barangay | Prepared by the BNS and summarized into the barangay profile once a year to be the basis of the BNSAP |
| 7. Nutritional status, feeding, and micronutrient supplementation record of preschool children | Barangay | Prepared by the BNS and used as reference for reporting and for validating reports |

MONITORING AND EVALUATION

| Information | Level | Frequency/Remarks |
|--|----------|---|
| 8. Monthly record of weight and height/length status of children 0-23 months old | Barangay | Prepared by the BNS and used as reference for action based on results |
| 9. Monthly record of weight and weight status of underweight and severely underweight cases | Barangay | Prepared by the BNS and used as reference for action based on results |
| 10. List of preschoolers with weight and height measurements and identified nutritional status | Barangay | Prepared in connection with OPT Plus |

MONITORING AND EVALUATION

| Information | Level | Frequency/Remarks |
|---|----------|---|
| 11.Barangay tally and summary sheet of preschoolers with weight and height measurement by age group | Barangay | Prepared annually as part of the full weighing |
| 12.List of affected/at-risk preschoolers 0-59 months old | Barangay | Used as reference for determining who should be covered by follow-up weighing |

The performance of all BNSs should be evaluated every year based on guidelines

ROLES AND RESPONSIBILITIES OF KEY PLAYERS



NATIONAL NUTRITION COUNCIL-NATIONAL CAPITAL REGION

National Nutrition Council

1. Provide overall policy directions and guidelines for the program
2. Provide travelling allowance, BNS kit, medical and survivorship assistance, and other forms for financial and logistics support
3. Develop training modules and guidelines for continuing education of BNS
4. Build and strengthen capacities of the supervisors and mentors of BNSs



National Nutrition Council

5. Establish a system for monitoring and evaluation of BNS performance that includes a scheme for recognizing outstanding performers
6. Advocate for support to the BNS and the program



Technical assistance to BNS Alicia Tanabe of Muntinlupa City
August 30, 2023 | Barangay Alabang, Muntinlupa City



NATIONAL NUTRITION COUNCIL-NATIONAL CAPITAL REGION

National Nutrition Council

7. Facilitate the organization of city/municipal and regional federations or associations of BNSs
8. Assist these federations or associations by convening regular meetings of the officers of the national and regional associations and conducting annual conferences
9. Maintain the database of BNS nationwide
10. Issue certification for BNS as required for Civil Service eligibility under PD 1569; and
11. Provide technical assistance to local government units on nutrition program management



Department of the Interior and Local Government (DILG)

ensure the tenure of the BNS by mandating the local chief executives in the provincial, municipal, city, and barangay government to maintain their BNS/s even in the face of political crisis



Department of Social Welfare and Development (DSWD)

work closely with the BNC regarding their programs and plans execution that relates to the under five years old children to prevent redundancy of resources



Department of Education (DepEd)

coordinate with the BNC regarding their related nutrition program in the barangay



NATIONAL NUTRITION COUNCIL-NATIONAL CAPITAL REGION

Local Chief Executives

1. Provide overall leadership in nutrition action in the municipal or city government unit, including the BNS Program
2. Appoint or designates the BNS of the upon recommendation of the C/MNAO and C/DNPC



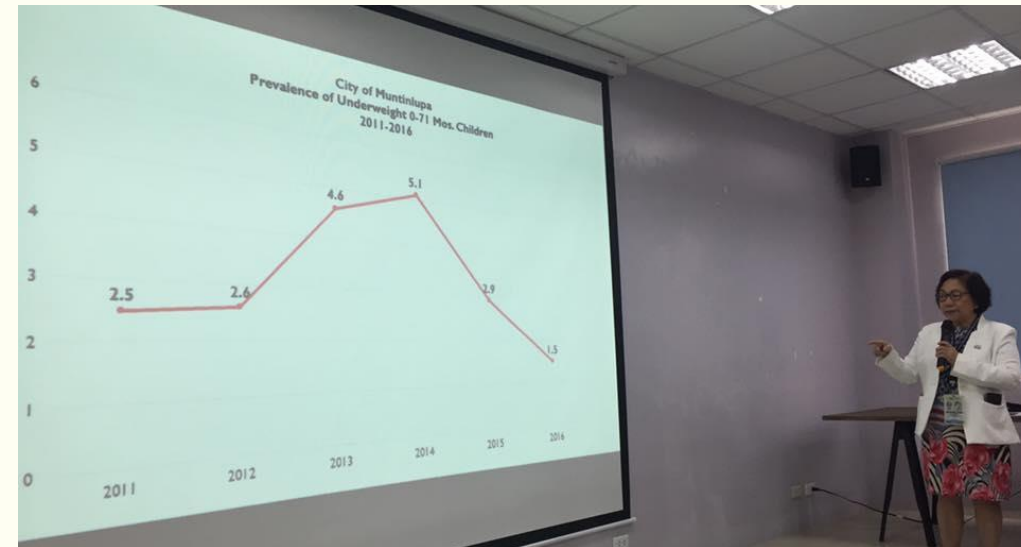
Nutrition Action Officer

1. Orient members of the C/MNC on the BNSP and its relation to the PPAN
2. Assist the Mayor in the recruitment of BNS
3. Assist the Mayor in the conduct of periodic LNC meetings to assess progress in implementation of the nutrition programs
4. Lead in the formulation of LNAP and ensures its integration in the local development plan and the annual investment program
5. Consolidate and submits reports on the local nutrition program as prescribed by the DILG



Nutrition Action Officer

6. Lead in the annual assessment of the performance of BNSs
7. Advocate for support for the BNS and the program
8. Serve as resource person in BNS trainings
9. Assist in organizing and conducting BNS conferences and seminars
10. Lead in the recruitment, screening, and selection of BNSs (municipal nutrition action officer)
11. Serve as mentor - supervisor of the BNS



CITY/MUNICIPAL NUTRITION PROGRAM COORDINATORS

1. Assist the P/CNAO in the formulation, coordination, monitoring and evaluation of the local nutrition action plan
2. Build and strengthen the capacity of BNSs through trainings, seminars, regular meetings, mentoring sessions, and other related activities
3. Assist in the recruitment, screening, and selection of BNSs



CITY/MUNICIPAL NUTRITION PROGRAM COORDINATORS

4. Conduct periodic visits/assessments of BNS activities and strengthens the identified weak points
5. Assist in the annual assessment of BNS performance
6. Assist the P/CNAO in consolidating the nutrition and related reports
7. Serve as resource person in the training of the BNS



OTHERS

NGAs, NGOs, development partner, academic community, other LGU functionaries shall provide technical and material support