

# **Help & Assistance for Rotary Philippine Districts, Inc.**

## **A non-stock, non-profit corporation**

Registered under the laws of the Republic of the Philippines  
SEC Reg. No. CN201322458

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### **INITIAL STRATEGIC ACTION PLAN** (8 pages, 15JAN14)

#### **I. BACKGROUND**

Typhoon Haiyan (known locally as Yolanda) with a deadly force equal to 3.5 times hurricane Katrina, swept through the Central Philippines on 8 November, killing nearly 6,000 people and displacing some 4 million people, flattening homes and damaging schools, health centers and other infrastructure. Experts estimate the storm was one of the strongest ever to make landfall.

After the aftermath of Typhoon Haiyan/Yolanda, Rotary Clubs and Rotarians around the world expressed their willingness to provide immediate relief by sharing money, food, clothing, medicines, water and other stuffs in order to help alleviate the condition of the devastated people of Visayas.

Where and to whom this help could be immediately sent became the first hurdle as no central hub for Rotary communication and coordination exists in the Philippines to receive, distribute and account for these donations as well as lead a strategic and unified response.

Thus, the Help & Assistance for Rotary Philippine Districts, Inc. was born. In order to begin work in earnest, Help & Assistance from Rotary Philippine Districts, Inc. was registered as a non-stock, non-profit corporation to receive donations and undertake relief or reconstruction work or other humanitarian assistance on behalf of Rotarians and other donors in areas devastated by natural or man-made calamities. It began to receive donations intended for victims of Typhoon Haiyan/Yolanda and immediately deliberated on projects that are doable with high impact, build positive public image, and sustainable. After due consideration, the Help & Assistance for Rotary Philippine Districts, Inc. Board approved, as its first project, the rebuilding of schools damaged by Typhoon Haiyan/Yolanda, without prejudice to other humanitarian projects that may be undertaken subject to urgency, necessity and availability of funds.

#### **II. SITUATION**

Five weeks after Typhoon Haiyan/Yolanda, more than four million people remain displaced from their homes, including nearly 102,000 living in 380 evacuation centers. In some locations, affected people are leading recovery efforts by rebuilding their houses, clearing

roads, shifting debris, repairing schools and reopening markets. According to the Department of Education (DepEd), the typhoon damaged 3,375 schools about 87 percent of which are in Regions VI and VIII. 5,898 classrooms were destroyed, about 74 percent of which are in Iloilo, Eastern Samar and Leyte Provinces. 14,508 classrooms are partially damaged and needing immediate repairs and more temporary learning spaces with complementary teaching and learning materials are needed. DepEd needs PHP 5.9 Billion for new classrooms or US\$135 Million.

### **III. PROJECT DESCRIPTION**

This is a project to rehabilitate or reconstruct schools that were either damaged or completely destroyed by Typhoon Haiyan/Yolanda in order to restore, if not improve their condition so that they can provide again a more conducive learning environment for children.

It may also undertake the construction of new schools in newly created campuses designated by government authorities to replace those in danger zones that need to be abandoned.

### **IV. OBJECTIVE**

It is the aim of this plan to undertake the rehabilitation of all school buildings in a designated school campus (identified municipality) as fast as possible so that these schools can go back to normal operations.

(The same project may be repeated in another designated area subject to availability of funds.)

### **V. PROJECT IMPLEMENTATION**

#### **Phase I -- Preparatory Phase (December 12, 2013 – January 15, 2014)**

- (a) Coordinate with DepEd and local government authorities to establish authority and partnership.

**(Action Taken:** The MOA between Help & Assistance for Rotary Philippine Districts, Inc. and DepEd is now being finalized with January 8, 2014 as due date for signing with the DepEd SEC).

- (b) Identify priority areas/municipalities for immediate project implementation.

**(Action Taken:** A list of schools in four affected areas has been provided by DepEd and how the basis for final selection. Additional list

of damaged schools will be provided by the District Governors or the clubs in the affected areas)

- (c) Guidelines and documentations for bidding procedures

**(Action Taken:** A group of Rotarians who are certified public accountants are now preparing the integrity bidding procedures.)

- (d) Identify and contract services of a professional building contractor to undertake project implementation.

**(Action Taken:** Help & Assistance for Rotary Philippine Districts, Inc. is going over a list of credible contractors for possible engagement.)

- (e) Conduct site survey and inspection and coordinate with community leaders and local Rotary Clubs for possible participation.

**(Action Taken:** RIDE Guiller with five other Past District Governors and members of Help & Assistance for Rotary Philippine Districts, Inc. conducted site survey, inspection and coordination with leaders of the local Rotary clubs last December 20-21. Other senior Rotary leaders will also conduct site survey in January 2014 in other areas.)

- (f) Determine final schools to rebuild or reconstruct. (First school to be rehabilitated – San Jose Elementary School located at Brgy. San Jose, Ormoc City)

- (g) Make public announcement through multi-media.

**(Action Taken:** The Help & Assistance for Rotary Philippine Districts, Inc. Board is preparing a Media Kit for widest dissemination through the multi-media.)

**Phase II -- Implementation Proper (January 8, 2014 – April 28, 2014 or until all projects are completed or terminated)**

- (a) Start the bidding process for the first school building to be rehabilitated
- (b) Begin rehabilitation/reconstruction process.
- (c) Monitor progress according to timeline and benchmarks.

- (d) Progress Report and Final Report by Help & Assistance for Rotary Philippine Districts, Inc. to donors, Rotary Clubs and Districts, Rotary International and the public.
- (e) Inspection of finished/completed project before turn-over to DepEd and local government authorities.
- (f) Actual turn-over of project to DepEd and local authorities (covered by media).

(Project sites may also accommodate other Rotary support projects such as soup kitchen, medical missions/assistance, livelihood projects, etc. to beneficiaries in the area.)

- (g) Construction or rebuilding of schools in different sites can be done simultaneously depending on the amount of contributions received.

### **Phase III -- Post Implementation**

- (a) Report completion and turn-over of project to Help & Assistance for Rotary Philippine Districts, Inc., etc.
- (b) Account and audit project expenditures.
- (c) Review and assess project implementation to determine problems/flaws and introduce improvements.
- (d) Prepare to undertake same project to another site for repeat operations.

## **VI. PROJECT MANAGEMENT AND ADMINISTRATION**

A Project Operations Management Committee shall oversee the implementation of this project through Project Management Officers assigned for every project site.

## **VII. PROJECT COST**

Another cost estimate will be submitted by the designated contractor once extent of work is duly established (see attached DepEd building designs and costs). Bidding for the project will be done.

## **VIII. COORDINATING INSTRUCTIONS/PROTOCOL**

1. The Project Operations Management Committee shall establish their operational guidelines or protocol and time line for the completion of the project. Normally, each project site/school must be completed within two to five months from start
2. An independent auditing and accounting firm shall be commissioned to handle the disposition and accounting of funds/donations.
3. Coordination with appropriate government authorities (DepEd, the Rehabilitation Czar or local government) is encouraged to ensure that Help & Assistance for Rotary Philippine Districts, Inc. projects are in sync with the overall rehabilitation plan for the devastated areas.
4. Partnerships and collaboration with other non-government organizations are not prohibited.
5. Other humanitarian projects by Rotarians or Rotary Clubs in support of or to complement Help & Assistance for Rotary Philippine Districts, Inc. project in the same site are welcome.
6. The participation (sweat equity) of community members in the rehabilitation of schools is highly encouraged to promote involvement and partnership of the project.

## **IX. SPONSOR A CLASSROOM OR CLASSROOMS OR SCHOOL BUILDING**

We appeal to our fellow Rotarians and friends for their generosity and for their support. You or your club or your district can support or sponsor the construction of the damaged classrooms or school buildings and it will be identified in your name or club or district. Again, please visit the website at <http://www.rotaryhelps-philippines.org/>.

## **X. DETAILS OF BANK ACCOUNTS**

### **Dollar Bank Account**

Name of Bank: China Banking Corp.

Address: Main FCDU Branch, 8745 Paseo de Roxas, Makati City 1226 Philippines

Account Name: Help & Assistance from Rotary Inc.

Savings Account No. 103-747231-2

Swift Code: C H B K P H M M

### **Peso Bank Account**

Name of Bank: China Banking Corp.

Address: Main Branch, 8745 Paseo de Roxas, Makati City 1226 Philippines

Account Name: Help & Assistance from Rotary Inc.

Current Account No. 303-118711-9

Swift Code: C H B K P H M M

## **XI. TRANSPARENCY AND STEWARDSHIP OF FUNDS**

Every dollar or peso of your contribution will be used judiciously and efficiently.

The public accounting firm Isla Lipana & Co., PricewaterhouseCoopers member firm was engaged to handle the recording and accounting of funds/donations. **The signatories to the bank accounts are the responsible partners of the accounting firm.**

Regular update of our financial reports and stage of construction will be submitted to the donors and will be posted in the website. The names (unless requested to be anonymous and identified by code) and the amount of donation (properly identified to the classrooms or schools) will be posted in the website. Website will be in operation starting January 10, 2014 <http://www.rotaryhelps-philippines.org/>

At the end of the Rotary year, we undertake to submit the Audited Financial Statement rendered by the public accounting firm Deloitte Philippines/Navarro Amper & Co.

## **XII. THE NON-STOCK, NON-PROFIT CORPORATION**

A meeting was called composed of the incumbent District Governors, District Governors-Elect, the members of the Board of the Philippine College of Rotary Governors, members of the Board of Trustees of the Rotary Village Corps Foundation, Inc. and some senior Rotary leaders from the Philippines. Whereupon, the group decided to form a non-stock, non-profit corporation to help the victims of Typhoon Haiyan/Yolanda. Membership to the corporation was opened to all District Governors, District Governors-Elect, District Governors-Nominee and Past District Governors in the Philippines. The corporation will not compete with what the incumbent District Governors are presently doing to alleviate the plight of the victims of the Typhoon Haiyan/Yolanda. Instead, the corporation will concentrate on the long term projects.

With the unanimous agreement of those present, the following were immediately accomplished:

- **Name of the corporation: Help & Assistance for Rotary Philippine Districts, Inc.**  
A non-stock/non-profit corporation registered with the Republic of the Philippines Securities and Exchange Commission (SEC)

- **SEC Reg. No. CN201322458 issued on November 22, 2013**
- **Company TIN 008-664-397**

The incorporators and officers and members of the Board of Trustees are:

- Honorary Chairman - M.A.T Caparas of D3800  
Past RI President
- Honorary President - Guiller E. Tumangan of D3830  
RI Director-Elect
- President - PDG Eduardo R. Alvarez of D3830 – Past  
National Director of the Philippine Coast Guard  
Auxiliary with honorary rank of Vice Admiral (3  
star general)
- Vice-President - PDG Rafael M. Garcia III of D3800 –  
Member of the Arch C. Klumph Society (Chair's  
Circle)
- Secretary - PDG Corina T. Bautista of D3770 –  
Incumbent Chairman of the Philippine College of  
Rotary Governors
- Treasurer - PDG Jose Francisco Q. Cifra of D3780 –  
Incumbent President and Vice-Chairman of Rotary  
Village Corps Foundation, Inc.
- Trustee - PDG Jesus S. Nicdao of D3790
- Members of the Board  
of Trustees - The 10 District Governors from the  
Philippines. By July 1, 2014, they will be  
replaced by the 10 DGsE

### **XIII. COMMITTEE CHAIRS**

- Strategic Planning - DGE Samuel P. Pagdilao, D3780
- Logistics - DGE Angelito E. Colona, D3830  
Co-Chair PDG Jesus S. Nicdao, D3790
- Project Operations Management - DG Luizo C. Ticman, D3800  
Co-Chair PDG Jesus S. Nicdao, D3790
- Public Image - PDG Ursula Consuelo L. Lijauco, D3820  
Co-Chair PDG Edgardo L. Limon, D3830

- Legal - PDG Edgardo E. Tumangan, D3810  
Co-Chair PDG Pablo M. Gancayco, D3780
- Internal Audit - PDG Michael E. Lirio, D3820

**XIV. EXECUTIVE COMMITTEE MEMBERS**

- DG Benigno Emilio P. Ramirez - D3770
- DG Luizo C. Ticman - D3800
- DG Danilo C. Ona - D3820
- DG Mark Anthony G. Ortiz - D3850
- DG Edgar R. Chiongbian - D3860
- DGE Samuel P. Pagdilao - D3780
- DGE Angelito E. Colona - D3830
- DGE Manuel U. Along - D3870
- PDG Corina T. Bautisa - D3770
- PDG Jose Francisco Q. Cifra - D3780
- PDG Rafael M. Garcia III - D3800
- PDG Eduardo R. Alvarez - D3830
- PDG Jesus S. Nicdao - D3790
- RI Director-Elect Guiller E. Tumangan – Honorary Member of the Committee

**XV. WEBSITE**

<http://www.rotaryhelps-philippines.org/>

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