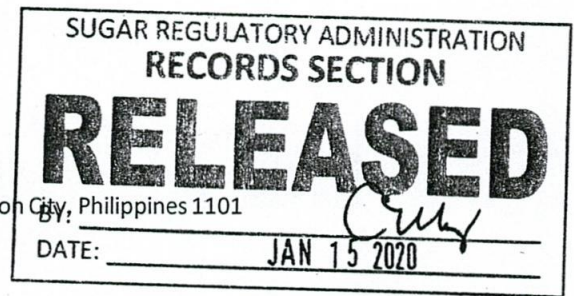




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
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TIN 000-784-336



MEMO-OTB-2019-Oct-008
October 14, 2019

MEMORANDUM CIRCULAR NO. 10
Series 2019

OFFICE OF THE MANAGER III	
PLANNING, POLICY & SPECIAL PROJECTS DEPARTMENT (PPSPD)	
Received by :	<u>Head</u>
Date :	<u>1/15/20</u>
Time :	_____
Tracking No. :	_____

SUBJECT: GUIDELINES FOR SRA'S CORPORATE SOCIAL RESPONSIBILITY

I. POLICY STATEMENT

The Sugar Regulatory Administration (SRA) is committed and dedicated to provide responsive and sustainable development programs that will uplift the socio-economic and environmental conditions of all its stakeholders and society as a whole.

The SRA's social responsibility efforts will be guided by the principles of social justice and sustainable development.

II. OBJECTIVES

1. To establish standard and simplified procedures for the implementation of plans, programs and activities (PPAs).
2. To ensure that the poorer sectors of the sugarcane industry will have equitable access to resources, income opportunities, basic and support services especially in areas where productivity is low as a means of improving their quality of life.
3. To promote sustainable rural development in areas where sugarcane production activities are carried out thus enhancing and expanding services for faster and more efficient delivery of SRA's programs/projects.
4. To promote volunteerism and altruism within the SRA community.

III. CORE CATEGORIES AND COVERAGE

The SRA's CSR has the following Core Categories:

1. Community involvement and development;
2. Environment;



Management System
ISO 9001:2015
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"A food-secure Philippines with prosperous farmers and fisherfolk"

3. Labor Practices;
4. Human Rights;
5. Fair Operating Practices.

IV. COVERAGE

1. The area should be within the milling district or engaged in sugarcane production from Luzon, Visayas and Mindanao.
2. The beneficiaries should be SRA personnel and its service providers.
3. The beneficiaries should be sugarcane based farmers, indigenous people, workers and their dependents.
4. On environment projects, project area should be within sugarcane mill district with coastal, watershed areas/ river basins and areas needing rehabilitation/reforestation; and
5. Also, project areas should be accessible for easy bringing in of planting stocks and to facilitate monitoring.
6. Eligible Partners are the following:
 - a. Peoples' Organizations
 - b. LGUs
 - c. Universities and Colleges
 - d. Other government agencies

V. PROJECT IMPLEMENTATION

1. The CSR Committee shall identify the beneficiary community/school/ project location.
2. Together with the LGU and Government Agencies concerned, the CSR committee should identify interventions needed by the community.

A. Community Involvement and Development Program

A.1 Adopt A Community

1. The following are the possible interventions:
 - a. Medical Mission (Optical, Dental, Free Haircut, Medical Check Up)/WELLNESS
 - 200 – 300 patients per medical mission

- Provision of hygiene kits, medicines, reusable straws, eco-bags and advocacy materials
- b. Provision of vegetable seeds for distribution
- c. Conduct of Capability Building Activities
- d. Provision of farm inputs (planting materials)
- e. Donation may be in cash or in kind
- f. Disaster Preparedness and Relief Operations

A.2 Adopt A School

1. The school should be within or nearby the adopted community
2. Improvement of school facilities will depend on the needs of the school identified
3. Provision of hygiene kits/ slippers/rain gears and other school supplies
4. Three months Feeding program for Pre-school/Grades 1-3 students (1,000 students from Luzon, Visayas and Mindanao)
5. There should be a Memorandum of Agreement with the identified school for fund transfer for the feeding program.

A.3 Livelihood Projects

1. The beneficiaries should be registered small sugarcane farmer groups/organizations.
2. Funds can be cash transferred to accredited Civil Society Organization.
3. There should be a Memorandum of Agreement with the beneficiaries.

B. Environment

SRA will endeavour the following Environmental Awareness Programs:

1. Clean Air –Anti-Trash Burning Campaign;
1. Water –Water Conservation Awareness Program;
2. Anti-Single plastic use;
3. Tree Planting Activity;
4. Mangrove Planting Activity;
5. Coastal Clean-up Activity;
6. Trash Segregation Awareness;
7. Compost Pit into fertilizers; and
8. Eco Brick and Paper Mosaic Making.

SRA should provide the following:

1. Planting materials
2. Advocacy materials
3. Representation expenses

C. Labor Practices

SRA will endeavour the following Capability Building Activities for SRA personnel and its service providers:

1. Campaign on Healthy Lifestyle;
2. Integrated Mental Health Support System;
3. Working to Build Workplace Environments that emphasizes employee safety;
4. Building Good Labor-Management Relations;
5. Promotion of Anti-Child Labor Campaign;
6. Legal Counselling and Basic Labor Laws Seminar;
7. Enhancing Understanding of LGBT and Millennials in the Workplace Seminar

SRA should provide the following:

1. Advocacy materials
2. Representation expenses

D. Human Rights

SRA shall undertake the conduct of the following Information campaign on:

1. Labor Rights (Fair wages-right to minimum wage pay)
2. Rights to equality and non-discrimination
3. Access to e-commerce

E. Fair Operating Practices

SRA will provide personal protective equipment for RDE packiao laborers.

VI. EFFECTIVITY

These Guidelines shall take effect immediately upon approval of the Sugar Board.

By Authority of the Sugar Board

HERMENEGILDO R. SERAFICA
Administrator

A handwritten signature in black ink, appearing to read 'HERMENEGILDO R. SERAFICA', is written over the printed name and title.