



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

April 20, 2018

CUSTOMS MEMORANDUM CIRCULAR
NO. 77-2018



To: All Deputy Commissioners
All Directors and Division Chiefs
All District/Port Collectors
And Others Concerned

Subject: DSWD's New List of Offices/Contact Persons

Attached is the letter of Director Cezario Joel C. Espejo, Social Marketing Service, Department of Social Welfare and Development (DSWD) endorsing their new list of offices, contact persons, and programs and services.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

Isidro S. Lapeña


Bureau of Customs
ISIDRO S. LAPEÑA
Commissioner
18-06346
ISIDRO S LAPEÑA, PhD, CSEE
Commissioner
APR 20 2018 9



Republic of the Philippines
DEPARTMENT OF FINANCE
 Roxas Boulevard Corner Pablo Ocampo, Sr. Street
 Manila 1004

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468-921
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BUREAU OF CUSTOMS
OFFICE OF THE COMMISSIONER

 E18-00523

MEMORANDUM

FOR : **HEADS OF OFFICES**
 This Department

HEADS OF BUREAUS/ATTACHED AGENCIES
 Department of Finance

FROM : *[Signature]*
ALVIN P. DIAZ
 Director IV, CAO and
 Officer-in-Charge, PDMSG

BUREAU OF CUSTOMS
OFFICE OF THE COMMISSIONER
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 **Bureau of Customs**
 Office of the Commissioner
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18-07283

SUBJECT : **Department of Social Welfare and Development (DSWD) New List of Offices, Contact Persons, and Programs and Services**

DATE : April 17, 2018

Attached for information and guidance is a copy of letter dated 10 April 2018 from Director Cezario Joel C. Espejo, Social Marketing Service, Department of Social Welfare and Development on the above-captioned subject.

MASTER COPY *hmm*



10 April 2018

Secretary CARLOS DOMINGUEZ III
Department of Finance
2335 Roxas Blvd.,
Malate, Manila

Dear Secretary Dominguez III:

This is to inform you of the implementation of Administrative Order No. 2 series of 2018 entitled "Strengthening of the DSWD Central Office which aims to increase the efficiency, effectiveness, and responsiveness of the Department of Social Welfare and Development (DSWD) to the needs of its clients and partner-beneficiaries."

Furthermore, the new organizational structure intends to improve the operations and support offices of the DSWD to strengthen and realign its poverty reduction strategies and disaster response operations.

Attached herewith is a copy of the new list of offices, contact persons, and programs and services of the Department for your guidance and reference.

Thank you.

Very truly yours,

Cezario Joel C. Espino
CEZARIO JOEL C. ESPINO
Director, Social Marketing Service

DSWD Central Office, HDP Road, Batasan Pambansa Complex, Constitution Hills, Quezon City, Philippines 1126
Email: oscc@dswd.gov.ph Tel. Nos.: (632) 931-8101 to 07 Telefax: (632) 931-8194
Website: <http://www.dswd.gov.ph>

Department of Social Welfare and Development

Office	Head of Office	Designation	Contact Details
Office of the Secretary	Emmanuel A. Leyco	OIC- DSWD Secretary	Trunk Lines: 931-81-01 to 07 Locals: 301, 300, 302, 303, 331; Tel. No.: 931-80-68, 931-79-16; Tel/Fax: 931-81-91
Office of the Undersecretary for Policy and Plans	Florita R. Villar	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 309, 310, 311; Tel. No.: 951-22-39; Tel/Fax: 931-91-31
Office of the Undersecretary for General Administration and Support Services Group	Rodolfo M. Santos	Officer-in-Charge	Trunk Lines: 931-81-01 to 07 Locals: 312, 313; Tel/Fax: 931-91-35 Tel. No.: 951-71-26
Office of the Undersecretary for Protective Operations and Programs Group	Mae Fe Ancheta-Templa	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 425, 427; Tel. No.: 355-39-35; 951-74-35; 931-63-66
Office of the Undersecretary for Disaster Response Management Group	Hope V. Hervilla	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 334, 335; Tel/Fax: 951-71-12
Office of the Undersecretary for Promotive Operations and Programs Group	Maria Lourdes Turalde-Jarabe	Undersecretary	Trunk Lines: 931-81-01 to 07 Local: 236, 237; Tel. No.: 951-71-11; Tel/Fax: 951-71-14
Office of the Undersecretary for Support Programs Infrastructure Management	Camilo G. Gudmalin	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 315, 316; Tel. No.: 931-91-47; Tel/Fax: 951-74-39

Office of the Undersecretary for Special Concerns	Virginia N. Orogo	Undersecretary and Deputy National Program Director for Operations of the Pantawid Pamilyang Pilipino Program	Trunk Lines: 931-81-01 to 07 Locals: 214, 415; Tel/Fax: 951-71-15
Office Undersecretary for Legislative Liaison Affairs and Special Presidential Directives in the Mindanao Region	Luzviminda C. Ilagan	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 420; 421; Tel/Fax: 709-14-67
Office of the Assistant Secretary for Policy and Plans Group in charge of National Household Targeting Office and Policy Development and Planning Bureau	Javier R. Jimenez	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Local: 522
Office of the Assistant Secretary for General Administration and Support Services Group	Rodolfo M. Santos	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Local: 306; 307; 308; Tel/Fax: 931-81-38; Tel. No. 951-71-21
Office of the Assistant Secretary for Special Women's and Children's Concerns	Michelle Ortega	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Local: 521; 526

Office of the Assistant Secretary for Policy and Plans in charge of Standards Bureau and Unconditional Cash Transfer (UCT) Project Management Office	Noel M. Macalalad	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Locals: 202, 203; Tel/Fax: 951-71-17; Tel. No. 931-81-23
Office of the Assistant Secretary for the Office of the Secretary	Aleli B. Bawagan	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Locals: 328, 314; Tel/Fax: 961-87-51
Office of the Assistant Secretary for Special Concerns	Jose Antonio R. Hernandez	Assistant Secretary	Trunk Lines: 931-81-01 to 07 Locals: 117, 118; Tel. No.: 931-81-72
Office of the Assistant Secretary for Finance and Legal	Atty. Carlo Florendo C. Castro	Concurrent OIC and Director	Trunk Lines: 931-81-01 to 07 Locals: 417, 418; Tel./Fax. 951-22-38
Office of the Assistant Secretary for Promotive – OPG	Leonardo C. Reynoso	Concurrent OIC	Trunk Lines: 931-81-01 to 07 Local: 331; Tel/Fax: 931-81-91
Office of Secretary	Marco Dominic M. delos Reyes	Head Executive Assistant (HEA)	Trunk Lines: 931-81-01 to 07 Local: 234, 235; Tel.: 951-68-27
Social Welfare Institutional Development Bureau	Leah E. Mejias	OIC Director	Trunk Lines: 931-81-01 to 07 Locals: 403, 404, 405; Tel/Fax: 951-28-05
Policy Development and Planning Bureau	Rhodora G. Alday	Officer-In-Charge	Trunk Lines: 931-81-01 to 07 Locals: 317, 318; Tel.No.: 951-71-20; Tel/Fax: 931-81-30; Tel. Nos.: 951-74-36; 951-71-20

Administrative Service	Nicomedes P. Suller	Officer-In-Charge	Trunk Lines: 931-81-01 to 07 Locals: 535, 536; Tel/Fax: 931-81-16
Standards Bureau	Marites M. Maristela	Director IV	Trunk Lines: 931-81-01 to 07 Locals: 108, 109, 110, 111; Tel.No.: 951-71-25; Tel/Fax : 931-91-81
Disaster Response Management Bureau	Perlita A. Panganiban	OIC Director	Trunk Lines: 931-81-01 to 07 Locals: 531, 532; Tel. Nos.: 352-24-27; 335-40-14; Tel/Fax: 932-25-73
Legal Service	Atty. Carlo Florendo C. Castro	Director IV	Trunk Lines: 931-81-01 to 07 Locals: 417, 418; Tel/Fax: 951-22-38
Internal Audit Service	Marissa N. Fabricante	Officer-In-Charge	Trunk Lines: 931-81-01 to 07 Locals: 230, 231; Tel. No.: 932-24-70; Tel/Fax: 952-97-73
Social Marketing Service	Cezario Joel C. Espejo	Director IV	Trunk Lines: 931-81-01 to 07 Locals: 207, 208; Tel/Fax: 951-74-40; Tel. No. 931-91-43
Human Resource Development Service	Cesar A. Aquino	OIC Director	Trunk Lines: 931-81-01 to 07 Locals: 100, 101, 102; Tel. No. : 961-66-72; Tel/Fax : 951-28-07
Social Technology Bureau	Helen P. Suzara	Officer-In-Charge	Trunk Lines: 931-81-01 to 07 Locals: 324, 326; Tel/Fax: 951-28-02; Tel. Nos.: 931-81-44; 951-71-24
Information and Communication Technology Management Service	Felino O. Castro, V	Director III	Trunk Lines: 931-81-01 to 07 Locals: 127, 128; Tel. No. : 951-71-22; Tel/Fax: 931-80-85
Protective Services Bureau	Ma. Alicia S. Bonoan	Director IV	Trunk Lines: 931-81-01 to 07 Locals: 407, 408, 409, 410; Tel/Fax: 951-28-01; Tel. Nos. 951-74-37; 931-91-41

Procurement Service	Mary Angelene DP. Arabit – Tolentino	Director III	Trunk Lines: 931-81-01 to 07 Locals: 121, 122, 123 Tel/Fax: 951-71-16; Tel. No.: 931-61-39
Financial Management Service	Wayne B. Belizar	Director IV	Trunk Lines: 931-81-01 to 07 Locals: 218,219; Tel/Fax: 931-81-27
KALAHI-CIDSS NCDDP	Maria Lourdes H. Turalde – Jarabe	Undersecretary	Trunk Lines: 931-81-01 to 07 Locals: 513, 514, 515; Tel/Fax: 931-61-14
Sustainable Livelihood Program	Edmon B. Monteverde	Officer-in-Charge	Trunk Lines: 931-81-01 to 07 Local: 332; Tel/Fax: 951-28-06
Pantawid Pamilyang Pilipino Program	Leonardo C. Reynoso	Concurrent OIC of Office of the Asst. Secretary for Promotive-OPG and Director	Trunk Lines: 931-81-01 to 07 Locals: 233, 234, 235; Tel/Fax: 962-34-24
National Household Targeting System for Poverty Reduction	Marie Angela S. Gopalan	Director IV	Trunk Lines: 931-81-01 to 07 Local: 126; Tel/Fax: 951-28-03
National Convergence Technical Support Unit	Christian Deloria	Director IV	Trunk Lines: 931-81-01 to 07 Local:416; Tel/Fax: 376-54-86; Tel. No.: 709-10-79
Community Programs and Services Bureau	Rosalie D. Dagulo	OIC Director	Trunk Lines: 931-81-01 to 07 Local: 409
Social Welfare Attache Office	Lucita J. Villanueva	Officer-in-Charge	Trunk Lines: 931-81-01 to 07 Locals: 322 and 323
Technical Assistance Unit	Gil R. Tuparan	Head	Trunk Lines: 931-81-01 to 07 Local: 533, 534; Tel.: 952-68-34