



CR : BLGD-2023-03 13-015  
RCN : 2023-17-24-136

OFFICIAL RELEASED

Signature JMA  
Date 17-07-2023  
Time 3:30 pm

RECORDS SECTION

JOINT GOVERNMENT DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**DEPARTMENT OF HEALTH**

**JOINT MEMORANDUM CIRCULAR**  
**No. 2023-001**

**AUG 24 2023**

- TO :** ALL PROVINCIAL, CITY, MUNICIPAL AND BARANGAY GOVERNMENTS, LOCAL SANGGUNIANS, DILG REGIONAL AND FIELD OFFICES, BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO MINISTRY OF HEALTH AND THE INTERIOR AND LOCAL GOVERNMENT, CENTERS FOR HEALTH DEVELOPMENT AND ALL OTHERS CONCERNED
- SUBJECT :** RETENTION AND CONTINUED SERVICE OF BARANGAY HEALTH WORKERS

---

### I. RATIONALE

Republic Act (RA) No. 11223 or the Universal Health Care (UHC) Act provides that the Department of Health (DOH) and the Local Government Units (LGUs) shall endeavor to provide a health care delivery system that shall afford every Filipino a primary care provider. Hence, the State shall ensure an adequate and equitable number of human resources for health at all levels, including the Barangay Health Workers (BHWs), to assist in the delivery of comprehensive and quality health care services.

The BHWs have evolved to become an essential component of the nation's health workforce, especially in the light of the COVID-19 pandemic and other health calamities as members of the Barangay Health Emergency Response Team (BHERT). Moreover, BHWs as primary care workers, are indispensable human resources towards the progressive realization of the UHC Act by serving as community mobilizers, educators, and health care service providers.

The contribution of the BHWs in the local health system has long been recognized, hence RA No. 7883 or the BHWs' Benefits and Incentives Act of 1995 and its Implementing Rules and Regulations (IRR) were issued to protect the interest of the BHWs and provide them with support for their continual service. However, despite the national and/or local investments for their continual development, there have been reports of discontinuing their services by some LGU officials.

Hence, this Joint Memorandum Circular (JMC) aims to reinforce RA No. 7883 and its IRR especially in safeguarding the processes for the registration and accreditation of BHWs. This is to ensure the uninterrupted delivery of primary care services to their communities by retaining their voluntary basic health services unless otherwise, their performance is unsatisfactory as deliberated within the Local Health Board (LHB).

*[Signature]*

## **II. SCOPE AND COVERAGE**

This JMC covers all Provincial, City, Municipal, and Barangay Governments, Local Sanggunians, Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) Ministry of Health and the Interior and Local Government, Department of Interior and Local Government (DILG) Regional and Field Offices, DOH Centers for Health Development (CHD), and all others concerned.

## **III. DEFINITION OF TERMS**

- A. **Barangay Health Workers (BHWs)** – refer to those who have undergone training programs under any accredited government and non-government organization and who voluntarily render primary health care services in the community after having been accredited to function as such by the Local Health Board in accordance with the guidelines promulgated by the DOH (RA No. 7883, Section 3).
- B. **Barangay Health Aide/Health Care Assistant (BHA/BHCA)** - provides direct personal care and assistance with activities of daily living to patients and residents in a variety of health care settings such as hospitals, clinics, and residential nursing care facilities (Source: 2012 Philippine Standard Occupational Classification, Civil Service Commission)
- C. **BHW Registration and Accreditation Committee (BHW-RAC)** – refers to a committee that may be created by the LHB to facilitate the registration and accreditation of BHWs. In order for a BHW to be entitled to benefits and incentives, he/she shall register with the LHB in which they render service. A copy of such registry shall also be provided to the DOH (RA No. 7883, Section 4).
- D. **Local Health Board (LHB)** – refers to an advisory body on health at the Provincial, City and Municipal level mandated to safeguard the registration and accreditation process of BHWs and to review and approve of every incentive for the BHWs requiring the expenditure of local funds (RA No. 7883 IRR, Rule II, Section 5).

## **IV. GENERAL GUIDELINES**

- A. All LGUs shall afford protection to BHWs, as part of the human resources critical in the delivery of devolved health services, against termination without due process as deliberated within their respective LHBs (Section 76 of RA No. 7160; Section 5, Rule II of RA No. 7883 IRR). This is to ensure the continuation of basic services in the community and in recognition of the trainings and resources provided to registered and/or accredited BHWs in the LGU.
- B. The LHBs, through the BHW-RAC (as applicable), of the municipal/city governments shall facilitate the registration and accreditation of BHWs. Once the BHW is registered and/or accredited, the services he/she provides shall be monitored by the LHB (Section 5, Rule II of RA No. 7883 IRR). In addition, accredited BHWs who are actively and regularly performing their duties shall be entitled to the benefits and incentives as stated in Rule VII of RA No. 7883 IRR.

Any complaints or disputes related to this JMC shall be resolved at the level of the municipal/ city LGU (if the subject of the grievance is the *barangay* LGU) or at the provincial LGU (if the subject of the grievance is municipal/ city LGU.). Alternatively, the LGU may adopt an already existing grievance machinery for the BHWs or may refer to the provisions of RA No. 9285 or Alternative Dispute Resolution Act of 2004 and its IRR.

## V. SPECIFIC GUIDELINES

- A. The LHB, through the municipal/ city health office, shall formulate and implement policies, programs or specific strategies that shall afford protection to the BHWs including but not limited to the criteria/ process for discontinuation of services and in cases of complaints and grievances.
- B. The LHB shall initiate and facilitate orientations and/or meetings with the *Punong Barangay*, BHW Federation representatives, BHW Coordinators, and other stakeholders (as applicable) to ensure that the appropriate local policies are issued and implemented depending on the need of their respective LGUs.
- C. All LHBs of municipal/ city governments are endeavored to create a BHW-RAC that shall facilitate the registration and accreditation of BHWs. The BHW-RAC shall at least be composed of the following (Section 1, Rule III, IRR of RA No. 7883):
  1. Municipal/ City Health Officer (M/CHO) or the Head of the Health Office as the Chairperson (in municipalities or cities with more than one health officer, the Local Chief Executive shall designate the Chairperson for the BHW-RAC);
  2. Representative of the Non-Government Organization (NGO)/ People's Organization (PO) implementing community-based health or health-related programs;
  3. President of the Municipal or City BHW Federation; and,
  4. DOH Representative to the LHB.

Membership of the BHW-RAC may be expanded by the LHB, depending on need. In case of absence or pending creation of the BHW-RAC, the LHB shall facilitate the registration and/or accreditation of BHWs by providing and/or coordinating the required trainings for eligible BHWs.

- D. To qualify for registration, the applicant must:
  1. Have completed the DOH basic training for BHWs conducted by an accredited government agency or NGO;
  2. Be at least 18 years of age as of the date of the filing of the application for registration;
  3. Have rendered voluntary primary health care services for at least one (1) year immediately preceding the date of filing of application for registration in his/her barangay as certified by the Rural Health Midwives (RHM) assigned to his/her barangay, or by a duly authorized representative of an NGO operating in barangay who has personal knowledge about the BHWs performance and by the head of his/her BHW Association (BHWA); and,
  4. Have a medical certificate as proof of Fit to Work Status.

The following supporting documents shall be submitted to the municipal/ city health board or to the BHW-RAC for application evaluation and decision, posting and issuance of the certificate of registration (Rule III, IRR of RA No. 7883):

1. A duly accomplished registration form;
  2. Birth Certificate or any official document in support of declared age;
  3. A certificate of completion of the BHW Basic Training Course;
  4. A certificate from the RHM or from a duly authorized representative of an NGO and the head of the BHWA about the applicant BHW's service record stating that he/she has personal knowledge about the BHW having rendered voluntary primary health care service in his/her barangay for at least one (1) year immediately preceding the date of the filing of the application for registration;
  5. A medical certificate duly signed by a government physician; and,
  6. A Barangay Chairman's/*Punong Barangay*'s certificate attesting to the BHW's residence in the barangay being served.
- E. The LHB shall see to it that the total number of registered BHWs shall not exceed one percent (1%) of the total population of the municipality or city (Section 2, Rule III, IRR of RA No. 7883). Further, the BHW must register annually with the LHB.
- F. To qualify for accreditation, the BHW must:
1. Be registered in accordance with the guidelines on Section V.D of this JMC; and,
  2. Has actively rendered voluntary primary health care services in his/her locality for at least three (3) years immediately prior to the filing of application for accreditation.
- The following supporting documents shall be submitted to the municipal/ city health board or the BHW-RAC for application evaluation and decision, posting and issuance of the certificate of accreditation (Rule IV, IRR of RA 7883):
1. A duly accomplished application form for accreditation;
  2. A certificate of registration for the year of application for accreditation; and,
  3. An accomplishment report for the past three (3) years as certified by the RHM assigned to the community where the BHW rendered voluntary primary health care service; or by a duly authorized representative of an NGO operating in the community, and by the head of the BHWA.
- G. The LHB shall act on the complaints filed regarding the discontinuation of services of BHWs that are registered and/or accredited within the LHB. If the cause of termination is not justified as deliberated in the LHB, the BHW may be temporarily assigned to another nearby *barangay* or health facility based on the discretion of the LHB.

## VI. ROLES AND RESPONSIBILITIES

### A. **Department of the Interior and Local Government (DILG)**

1. Ensure wide dissemination of this JMC; and,

2. Enhance Barangay Officials Information System (BOIS) to include disaggregated data on BHWs that are registered and/or accredited BHWs.

**B. Department of Health (DOH)**

1. In collaboration with the DILG and other concerned stakeholders, issue related policies for further operationalization of this JMC;
2. Enhance the National BHW Registry System (NBHWRS) to include monitoring of BHWs who were discontinued from service;
3. Through the CHDs, coordinate with the DILG Regional Office and BHW Federations in the monitoring of this JMC; and,
4. Provide information and opportunities for training, education, and career enrichment programs, in collaboration with other concerned government agencies including scholarship benefits in the form of tuition fees in state colleges to be granted to one child of every BHW who will not be able to take advantage of the above programs.

**C. Provincial / City/ Municipal LGU**

1. Supervise the strict implementation of this JMC and other related laws and regulations within their respective jurisdictions;
2. Accord protection for BHWs from unjust and arbitrary dismissal or harassment by instituting proper guidelines and mechanisms wherein BHWs are accorded due process and redress of their grievances, among others;
3. Provide full support to the BHWs in the performance of their functions and continuing development (e.g., incentives, trainings, etc.);
4. Issue enabling policy/ies (i.e., Executive Order) and propose local legislative measures to the *Sanggunian* in support of this JMC;
5. The City and Municipal LGUs, shall ensure to deploy only those LHB accredited and registered BHWs to their component barangays and shall afford protection to ensure the continuity of their services;
6. Ensure participation and attendance of registered/accredited BHWs in trainings, seminars or similar activities;
7. Require BHWs to submit a Post Activity Report for every training seminar and/ or related activities attended; and,
8. Ensure that the total number of registered BHWs shall not exceed one percent (1%) of the population of the municipality or city based on the ideal ratio (i.e. one BHW per 20 households) of BHW to the number of households as determined by the DOH.

**D. Local Health Board**

1. Safeguard the registration and accreditation process;
2. Evaluate and take necessary action on the BHW's application for registration and accreditation;
3. Ensure that the board decision made on BHW's registration and accreditation is reflected in a board resolution or in the minutes of the meeting;
4. Issue certificate of registration and/or accreditation to qualified BHWs;
5. Review and approve every incentive or benefit for the BHW requiring the expenditure of local funds to ensure that only deserving BHWs get the same;
6. Recommend benefits and appropriation of funds for BHWs from local government;
7. Provide an official copy of the local BHW registry to the DOH, and also to provide a list of registered and accredited BHWs with good standing to the barangay captain;

W 5  
A

8. Monitor the provision of services by registered and accredited BHWs;
9. Register and accredit BHWs including those who were appointed by the *Punong Barangay*, upon their compliance with items D and F of the Specific Guidelines of this JMC;
10. Conduct an investigation, deliberate within the Board, and resolve disputes related to this JMC accordingly. If the subject of the grievance is the *Punong Barangay*, this shall be resolved by the municipal/ city LHB; whereas, if the subject of the grievance is the mayor, this shall be resolved by the provincial LHB;
11. Provide technical assistance to their respective *Sanggunian*, in accordance with the standards and criteria set by the DOH and DILG, the enactment of ordinances and/or formulation of local policies for the holistic welfare of the BHWs; and,
12. Create committees (e.g., BHW RAC, or other similar committees) that shall advise local health agencies on matters, particularly on the continued service of the BHWs, grievances and complaints, operations review, and similar functions.

**E. Barangay LGU**

1. Comply with this JMC and/or other related policies issued by DILG and/or DOH;
2. Assist the appointed BHWs to be registered and accredited by the LHB;
3. Submit the profiles of BHWs to DILG City/Municipal Office, using the prescribed BOIS form, including the copy of the Ordinance as basis for encoding or updating in the system;
4. Ensure attendance and participation of BHW in related trainings, seminars, orientation or similar activities; and,
5. Shall provide voluntary support to the concerned BHWs deployed by the city/municipality, in any form needed to enable them to carry out their duties, roles and responsibilities. Honorarium or allowances may be provided subject to the budgetary limitations on personal services prescribed under Title Five of RA No. 7160.

**F. Local Sanggunian (Provincial/City/Municipality/Barangay)**

1. Enact an ordinance to assist all the barangay-appointed BHWs to be registered and accredited by the LHB;
2. Pass/Enact an ordinance and/or a resolution establishing a mechanism for the protection of BHWs from dismissal without due process and providing for the holistic welfare of the BHWs such as but not limited to, giving of incentives, granting of honorarium and/or retirement benefits, subject to budgetary requirements and general limitations on the use of local funds; and,
3. Establish a mechanism for the protection of BHW from illegal discontinuation of volunteer services without due process which shall be recommended for adoption by the LHB.

**G. Municipal/ City Health Office**

1. Facilitate the registration and accreditation of BHWs within their LGU;
2. Ensure the provision of continuous capacity development as referenced from DOH training for BHWs and regular training needs assessment of BHWs;
3. Ensure technical and managerial oversight of the BHWs with regard to the implementation of health programs, services, and activities at the community level;
4. Ensure participation of BHWs in health-related activities in their localities;
5. Prepare and maintain the local registry in their localities; and,

6. Provide technical guidance to BHWs through the Rural Health Unit (RHU) in the delivery of primary health care services.

## VII. TRANSITORY PROVISIONS

1. For the first three (3) years of implementation, all BHWs are endeavored to be registered and accredited with their respective LHBs;
2. The *Punong Barangay* shall encourage and assist the barangay-appointed BHWs to undergo registration and accreditation with the LHB;
3. M/CHO shall facilitate registration and accreditation of BHWs within their LGU;
4. All local ordinances/resolutions inconsistent with this JMC shall be reviewed and amended accordingly;
5. All BHWs shall be under the supervision of the city and municipal governments and shall be governed by the provisions of RA 7883 and this JMC; and,
6. The Punong Barangay and the Sangguniang Barangay, upon approval of the JMC, are advised and encouraged to appoint other barangay officials to strengthen the barangay health system, such as the BHA, Barangay Health Officer (BHO) or Barangay Health Assistant (BHAsst) or other appropriate position, except Barangay Health Worker (BHW).
  - 6.1 Health workers appointed by the Punong Barangay as BHW prior to the approval of this JMC should apply for registration and/or accreditation with the City/Municipal Health Board.
  - 6.2 In case of denial of the application for registration of the Barangay-appointed BHW, he/she, at the option of the barangay, may be appointed as BHA/BHO/BHAsst or in other position as may be determined by the barangay/sangguniang barangay.

## VIII. REPEALING CLAUSE

All existing guidelines or issuances by the DOH and/or DILG which are not consistent with this JMC are hereby repealed or superseded accordingly. It is understood that any future issuance seeking to amend this JMC or any part thereof shall be issued jointly by the DILG and the DOH.

## IX. SEPARABILITY CLAUSE

If, for any reason, any provision or part of this JMC is held invalid or unconstitutional, the remaining provisions not otherwise affected shall remain valid and subsisting.

## X. SANCTION AND LIABILITIES

Failure by the concerned local officials to perform their respective roles and responsibilities as stated under existing laws, such as **Republic Act No. 7883 or the “Barangay Health Workers’ Benefits and Incentives of 1995”**; **Republic Act No. 11223, or the “Universal Health Care Act”**; and **their Implementing Rules and Regulations** may be grounds for the institution of the proper administrative sanction, including the issuance of a show cause order and conduct of further investigation.

## XI. EFFECTIVITY CLAUSE

This JMC shall take effect fifteen (15) days after the date of its publication in the Official Gazette or in any newspaper of general circulation, with three (3) certified copies to be filed

W 7  
f

with the Office of the National Administrative Register of the U.P. Law Center pursuant to Section 3, Chapter 2, Book VII of Executive Order No. 292, Series of 1987.

All DILG and DOH Directors and Field Officers are hereby directed to cause the immediate dissemination of this JMC in their respective areas of responsibility.

For the guidance of all concerned.

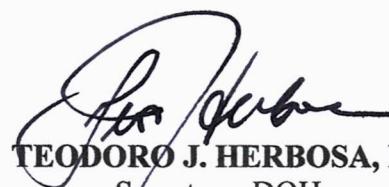
## XII. FEEDBACK

For queries and concerns related to this JMC, kindly contact DILG Bureau of Local Government Development at (02) 8876-3454 local 4101 and through [odblgd@gmail.com](mailto:odblgd@gmail.com); and DOH Bureau of Local Health Systems Development at (02) 8651-7800 local 1307-1309 and through [blhsd@doh.gov.ph](mailto:blhsd@doh.gov.ph).

## XIII. APPROVING AUTHORITY

ATTY. BENJAMIN C. ABALOS, JR.  
Secretary, DILG



  
TEODORO J. HERBOSA, MD  
Secretary, DOH

