



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 06-SUMMARY OF CASES



CATEGORY:

FINALIST LUPONG TAGAPAMAYAPA :

POPULATION :

PUNONG BARANGAY:

LAND AREA :

CITY/MUNICIPALITY :

TOTAL NO. OF CASES:

MAYOR:

NUMBER OF LUPONS:

PROVINCE:

MALE :

REGION:

FEMALE :

General Instruction: Please read the Technical Notes at the back before accomplishing this form. Supply only the number.

NATURE OF CASES (1)				ACTION TAKEN										OUTSIDE THE JURISDICTION OF THE BARANGAY (5)	TOTAL (cases filed)	BUDGET ALLO-C ATED (6)
				SETTLED (2)				NOT SETTLED (3)								
CRI MI-N AL (1a)	CIVI L (1b)	OTHER S (1c)	TOTA L (1D)	MEDI A-TIO N (2a)	CONCI -LIATI ON (2b)	ARBIT- RATIO N (2c)	TOTA L (2D)	PEN- DIN G (3a)	DIS-MI SSED (3b)	REPU- DIATE D (3c)	CERTIFI ED TO FILE ACTION IN COURT (3d)	DROP- PED/ WITH-- DRAW N (3e)	TOTA L (3F)			



**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
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***Total Number of Lupons
excluding Lupon Chairman and Lupon Secretary
***Please attached Form 06-A "LIST OF CASES"

Guidance on counting: (NOT INCLUDED IN THE SUBMISSION)

Settled Cases are those cases that undergone KP process such as Mediation, Conciliation and Arbitration without repudiation and recurrence of cases settled by the Lupon.

Unsettled Cases are defined as follows:

- ☒ **Dismissed Cases** –cases where **complainant and/or respondent** after due notice, **refuses or willfully fails to appear without justifiable reason** on the date set for mediation, conciliation or arbitration. Such **dismissal ordered by the Punong Barangay/Pangkat Chairman** after giving the complainant and/or respondent an opportunity to explain his non-appearance shall be certified by the Lupon or Pangkat Secretary as the case may be, and shall bar the complainant and/or respondent from seeking judicial recourse for the same cause of action as that dismissed.
- ☒ **Pending** – those cases which have been filed within assessment period but was not able to settle within the assessment period.
- ☒ **Dropped/Withdrawn** – cases where **either party shows no intention to continue the process of settling their dispute** and decided to withdraw or dropped the case in the Barangay level. This should be proven by a written document signed by both parties stating their lack of intention to continue the case.
- ☒ **Repudiated** is where one of the parties **refused to perform the settlement or the arbitration award and file a repudiation** to the Punong Barangay within the prescribed period set under the Revised Katarungang



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Pambarangay
from the date of
case of settlement
while within five
the date of the arbitration award.

**Within 10 days
settlement in
agreement
(5) days from**

Outside the Jurisdiction of the Barangay. These are cases which may be brought to the Barangay level but shall only be recorded in the Barangay and later on endorsed to the proper office which can give it the appropriate action. This is not included in the total number of cases filed.



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
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Category		Barangay Logo Here
Name of the Lupong Tagapamayapa		
Punong Barangay		
City/Municipality		
Mayor		
Province		
Region		
IRA		
Land Area		
Population		
LTIA Awards Received (all levels)		

GENERAL INSTRUCTION: Kindly fill-out this form by following the instructions stated per sub-criteria.

CRITERIA

I. EFFICIENCY IN OPERATIONS

A). Observance of Settlement Procedure and Settlement Deadlines

1) a) Proper Recording

- Describe how the Lupon Secretary records every dispute and attach two (2) photos of the record book and sample entries in the record book with caption.

NOTE: Record Book entries should contain docket number, names of the parties, date and time filed, nature of the case and disposition.



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of every dispute			
2) Settlement and Award Period	<ul style="list-style-type: none"> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>Tagapamayapa in the cases filed in the Barangay. (<i>Note: Please do not state the provision of the KP Law re: settlement and award period.</i>)</p> <ul style="list-style-type: none"> Kindly fill-out the table below. First line is filled-out as guide. Provide how many case/s is settled through Mediation, Conciliation, Conciliation with Extendible Period, Arbitration and Conciliation beyond 46 days. Attach four (4) photos with caption of on-going settlement of dispute. 		actual Lupong handling

SETTLEMENT AND AWARD PERIOD							
LEGEND:		C-Conciliation	A-Arbitration	C w/ EP-Conciliation with Extendible Period		C46+ -Conciliation beyond 46 days	
M-Mediation							

CASE NO.	CASE TITLE	COMPLAIN T TITLE	NATURE	DATE FILED	DATE OF INITIAL CONFRONTATION OF PARTIES	ACTION TAKEN (M, C, C w/ EP, A and C46+)	DATE OF SETTLEMENT
2016-01	Juan Dela Cruz vs. Juana Change	Collection of Sum of Money	Civil	January 22, 2016	January 25, 2016	M	January 28, 2016



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B. Systematic Maintenance of Records	<ul style="list-style-type: none"> Describe the techniques the Lupon Secretary used in keeping a systematic maintenance of records. Provide two (2) Photos with caption of each: <ul style="list-style-type: none"> a) Record Books in reference to the assessment year b) Computerized records of cases c) Compilation of the Notices of Meetings, Minutes of Lupon Meetings with Attendance Sheets d) Compilation of Copies of Reports submitted to the Court and to the DILG e) Filing cabinet/s 																																							
C. Timely Submission of Reports to Concerned Agencies	<ul style="list-style-type: none"> Kindly fill-out the table below and attach transmittal letters of reports submitted to the concerned agencies. First line is filled-out to serve as guide. <table border="1"> <thead> <tr> <th colspan="3">TIMELY SUBMISSION OF REPORTS</th> </tr> <tr> <th>DATE OF SUBMISSION</th> <th>REPORT/S SUBMITTED</th> <th>AGENCY</th> </tr> </thead> <tbody> <tr> <td><i>April 4, 2016</i></td> <td><i>KP Quarterly Consolidated Reports Monthly Transmittal of Final Reports</i></td> <td><i>DILG MTC</i></td> </tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>				TIMELY SUBMISSION OF REPORTS			DATE OF SUBMISSION	REPORT/S SUBMITTED	AGENCY	<i>April 4, 2016</i>	<i>KP Quarterly Consolidated Reports Monthly Transmittal of Final Reports</i>	<i>DILG MTC</i>																											
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**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
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**A. Conduct of
Monthly
Meetings
Exclusively on
Katarungang
Pambarangay
(KP) Matters**

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line)

- a) Copy of Notices of Meetings
- b) Minutes of Lupon Meetings
- c) Three (3) photos with caption of on-going meeting.

the table
following:
the first

SUMMARY OF LUPON MEETINGS

DATE OF NOTICE OF MEETING	DATE OF THE MEETING	MEETING AGENDA
February 1, 2016	February 6, 2016	<ul style="list-style-type: none">• Number of cases on January 2016.• On-going cases.



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
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IN SECURING

**II. EFFECTIVENESS
THE SETTLEMENT OF**

INTERPERSONAL DISPUTE OBJECTIVE OF THE KATARUNGANG PAMBARANGAY

**A. Quantity of
Settled cases
against filed**

Please provide brief explanation and the computation based on the definition provided.

Formula: $\frac{\text{Total Number of Settled Cases}}{\text{Total number of cases filed}} \times 100$

Please attach Form 7-A, List of Cases

**B. Quality of
Settlement of
Cases**

Please supply the necessary information and briefly explain how the Lupong Tagapamayapa achieved such quality of settlement of cases.

Out of the (Total number of Settled Cases), there is only (Percentage of repudiated case/s).
i.e. Out of the 200 settled cases, there is only 2% of repudiated cases.

Out of the (total number of settled cases), there is only (Percentage of non-recurrence) of cases settled by the Lupon.
i.e. Out of the 200 settled cases there is no recurrence of cases settled by the Lupon.



**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
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C. At least 80% compliance with the terms of settlement or award after the case have been settled

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such quality of settlement of cases.

For (validation year), Barangay (name of Barangay), achieved (Percentage) compliance with the terms of settlement or award after the case have been settled.

i.e. For 2016, Barangay Putingkahoy, achieved 90% compliance with the terms of settlement or award after the case have been settled.

- Kindly fill-out the information needed in the table.
- Attached at least 5 samples of proof of compliance.

necessary
briefly
Lupong
achieved

MONITORING OF COMPLIANCE TO SETTLEMENT or AWARD

LEGEND:		C-Conciliation	A-Arbitration	C w/ EP-Conciliation with Extendible Period		C46+ -Conciliation beyond 46 days		
M-Mediation								
CASE NO.	CASE TITLE (COMPLAINANT VS. RESPONDENT)	COMPLAINANT TITLE	ACTION TAKEN (M, C, Cw/EP, A and C46+)	SETTLEMENT OR AWARD		MAIN POINT OF AGREEMENT	STATUS OF COMPLIANCE (C or NC)	REMARKS
				DATE AGREED	DATE OF EXECUTION			
2016-01	Juan Dela Cruz vs. Juana Change	Collection of Sum of Money	M	January 28, 2016	February 5, 2016	Respondent agreed to pay Complainant PhP 500.00 per month starting February to	C	Respondent paid Complainant the amount of PhP 500.00 on: February 5, March 6, April 7



**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-PERFORMANCE HIGHLIGHTS**



C. Sustained information drive to promote Katarungang Pambarangay	<ul style="list-style-type: none"> Identify and briefly explain each information drive strategies practiced by the <i>Lupong Tagapamayapa</i> to create greater awareness to the community in promoting <i>Katarungang Pambarangay</i> (KP) Attached two (2) photos with caption of the information drive used by the <i>Lupong Tagapamayapa</i> in the promotion of KP in their community. <p><i>Note: Innovative Campaign Strategy Examples: Use of social media such as FB and other innovative strategies like distribution of flyers, installation of tarpaulins or information board about KP.</i></p>				
D. Katarungang Pambarangay Training or Seminar within the Assessment Period 1. Conducted by the Barangay 2. Training conducted by government or	KP TRAINING or SEMINAR				
	DATE	TITLE OF THE TRAINING or SEMINAR	VENUE	SPONSOR/ S	PARTICIPANTS
	<i>April 14-15, 2016</i>	<i>Training on Gender-Responsive, Child-Friendly and Indigenous Peoples-Relevant Katarungang Pambarangay</i>	<i>8th Floor Robredo Hall, Quezon City</i>	<i>DILG-RO</i>	<i>Lupon Chairman, Lupon Secretary and at least 2 Lupong Tagapamayapa members of all Barangays in Quezon City</i>



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-PERFORMANCE HIGHLIGHTS



non-government organizations participated by Lupon members	Kindly inform below:	
	Provide brief explanation about the training and attached two (2) photos with caption of each training conducted and attended. First line is filled-out as guide.	table
IV. AREA OR FACILITY FOR KATARUNGANG PAMBARANGAY ACTIVITIES		
Building structure or space	<ul style="list-style-type: none">Please describe briefly the building structure or space provided by the Barangay exclusively for KP and Lupong Tagapamayapa concerns and attach three (3) photos with caption. <p><i>Note: Area or Facility should have table and chairs to accommodate the parties and the Lupon and record book or computer for documentation purposes. It should also have a filing cabinet/s where KP documents are maintained.</i></p>	
V. FINANCIAL OR NON-FINANCIAL SUPPORT		



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-PERFORMANCE HIGHLIGHTS



1. City,
Municipal or
Provincial
Government
and NGAs

2. People's
Organization
, NGOs or
Private
Sector and
others

- in the
briefly

how the Lupong
Tagapamayapa was able to acquire such grant from those provided in the criteria.

Please attach proof of granting a support such as Deed of Donation, MOA, Resolution, Appropriation Ordinance of higher Sanggunian, Acknowledgment Receipt, Vouchers, etc.

FINANCIAL OR NON-FINANCIAL SUPPORT			
SUPPORT		DATE GRANTED/GIVEN	DONOR/SPONSOR
FINANCIAL (Please provide the amount)	NON-FINANCIAL		
<i>PhP 15,000.00</i>		<i>March 25, 2016</i>	<i>Gerry Roxas Foundation, Inc.</i>
	<i>1 Desktop set</i>	<i>February 12, 2016</i>	<i>Quezon City Government</i>

Prepared by:

Lupon Secretary

Approved by:

Lupon Chairman



Signature

Signature over

**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-PERFORMANCE HIGHLIGHTS**



over Printed Name

Printed Name

Verified by:

C/MLGOO

Signature over Printed Name

RFP

Signature over Printed Name



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-A : LIST OF CASES



Name of the Lupong Tagapamayapa		Barangay Logo Here
Punong Barangay		
City/Municipality		
Province		
Region		

LIST OF CASES

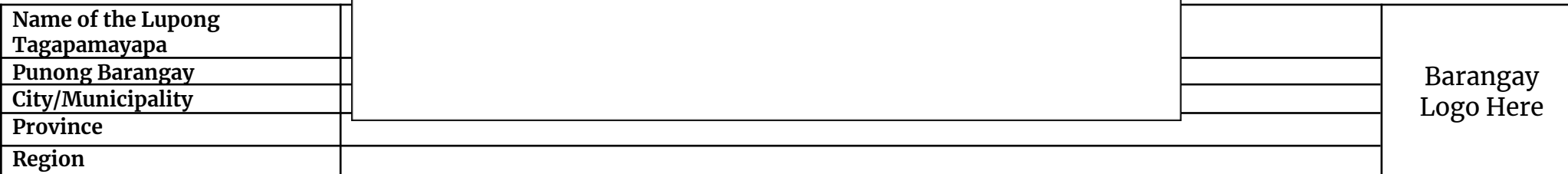
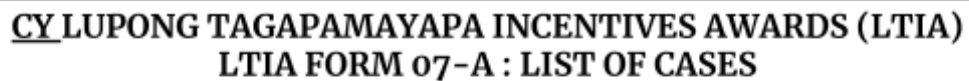
CAS E	CASE TITLE	COMPLAIN T TITLE	NATURE	DATE FILED	DATE OF INITIAL CONFEREN	ACTION TAKEN	DATE OF SETTLEMEN T	DATE OF EXECUTION OF	MAIN POINT OF	STATUS OF COMPLIANCE ON THE	REMARKS
2016-01	Juan Dele Cruz vs. Juana Change	Collection of Sum of Money	Civil	January 22, 2016	January 25, 2016	M	January 28, 2016	February 5, 2016	Respondent agreed to pay Complainant PhP 500.00 per month starting February to pay for the total debt amount of PhP 2,000.00.	Complete	Respondent paid Complainant the amount of PhP 500.00 on: February 5, March 6, April 7 and May 5, 2016.

Prepared by:

Lupon Secretary
Signature over printed name
Date: _____

Approved by:

Lupon Chairman
Signature over printed name
Date: _____

[illegible]

Lupon Secretary
Signature over printed name
Date: _____

Lupon Chairman
Signature over printed name
Date: _____



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-A : LIST OF CASES



Name of the Lupong Tagapamayapa		Barangay Logo Here
Punong Barangay		
City/Municipality		
Province		
Region		

LIST OF CASES

CAS E	CASE TITLE	COMPLAIN T TITLE	NATURE	DATE FILED	DATE OF INITIAL CONFEREN	ACTION TAKEN	DATE OF SETTLEMEN T	DATE OF EXECUTION OF	MAIN POINT OF	STATUS OF COMPLIANCE ON THE	REMARKS
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Prepared by:

Lupon Secretary
Signature over printed name
Date: _____

Approved by:

Lupon Chairman
Signature over printed name
Date: _____



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-B : LUPONG TAGAPAMAYAPA PROFILE



Name of the Lupong Tagapamayapa		Barangay Logo Here
Punong Barangay		
City/Municipality		
Province		
Region		

LUPONG TAGAPAMAYAPA PROFILE

Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here
Name	Name	Name	Name	Name	Name
Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth
Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office
Educational Background	Educational Background	Educational Background	Educational Background	Educational Background	Educational Background
Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here
Name	Name	Name	Name	Name	Name



CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-B : LUPONG TAGAPAMAYAPA PROFILE



Name of the Lupong Tagapamayapa		Barangay Logo Here
Punong Barangay		
City/Municipality		
Province		
Region		

LUPONG TAGAPAMAYAPA PROFILE

Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth
Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office
Educational Background	Educational Background	Educational Background	Educational Background	Educational Background	Educational Background
Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Chairman here	
				LUPON CHAIRMAN	
Name	Name	Name	Name	Name	
Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth	
Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office	
Educational Background	Educational Background	Educational Background	Educational Background	Educational Background	



**CY LUPONG TAGAPAMAYAPA INCENTIVES AWARDS (LTIA)
LTIA FORM 07-B : LUPONG TAGAPAMAYAPA PROFILE**



Name of the Lupong Tagapamayapa		Barangay Logo Here
Punong Barangay		
City/Municipality		
Province		
Region		

LUPONG TAGAPAMAYAPA PROFILE

Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Member here	Photo of Lupon Secretary here
				LUPON SECRETARY
Name	Name	Name	Name	Name
Date of Birth	Date of Birth	Date of Birth	Date of Birth	Date of Birth
Terms of Office	Terms of Office	Terms of Office	Terms of Office	Terms of Office
Educational Background	Educational Background	Educational Background	Educational Background	Educational Background

Group Photo of the Lupong Tagapamayapa