**MEMORANDUM OF AGREEMENT**

 This Memorandum of Agreement entered into between:

 **FERROL RURAL HEALTH UNIT** and **DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT-FERROL BRANCH**, refers to two collaborating departments within the Municipal Government of Ferrol, Romblon hereinafter referred to as **“RHU/DSWD”;** and
 **BENEFICIARIES OF THE MUNICIPALITY OF FERROL**, each family receiving materials and assistance in the construction of sanitary toilets or comfort rooms, represented by one (1) person per household as signed on this Agreement, hereinafter referred to as **“BENEFICIARIES”;**

1. **PURPOSE**
 This agreement shall promote and support development efforts of **RHU/DSWD**
 to improve the health and sanitation of all community members through the reduction
 of open defecation practices in the Municipality of Ferrol, Romblon.
2. **ROLES AND RESPONSIBILITIES OF THE PARTIES** In the implementation of this Agreement, the Parties shall be guided by their

respective roles and responsibilities as follows:

1. **RHU/DSWD**
2. Provide Community Led Total Sanitation Sessions regarding the importance of proper defecation practices and the dangers of open defecation.
3. Conduct needs assessments in each barangay to determine the financial status of households and level of assistance for each household.
4. Coordinate and collaborate with Barangay Officials regarding the schedule of projects and meetings.
5. Coordinate with Unli Asenso Sustainable Livelihood Program Association for procurement of materials, fabricated equipment, and labor for the benefit and enjoyment of **BENEFICIARIES.**
6. Obtain funding from reputable sources such as the national government, local government, and non-governmental organizations such as “World Connect”.
7. Provide materials and labor for the construction of comfort rooms on a case-by case basis. For materials this may include, but is not limited to: septic tank, toilet bowl, and cement. If cement is provided, an inspection must first be conducted by **RHU/DSWD**, or an official appointed by the **RHU/DSWD** to ensure that the cement will be used solely for the purpose of constructing a comfort room. Some examples of appointed officials may include **RHU/DSWD** staff, Ferrol Barangay Captains and Kagawads, Ferrol Barangay Health Unit Staff, and U.S. Peace Corps volunteer Arthur Charfauros.
8. Conduct Family Development Sessions, consultations, and follow-up assessments and random house visits for **BENEFICIARIES** to insure the proper and consistent usage of comfort rooms.
9. **BENEFICIARIES**

1. Understand and abide by *Ordinance Resolution No. 10-2012, section 4e*: No septic tanks and toilets shall be constructed within twenty five (25) meters radius from any water supply sources.

2. Attend Community Led Total Sanitation Sessions and demonstrate an understanding of the importance of proper defecation practices and the dangers of open defecation.

3. Coordinate with **RHU/DSWD** throughout the needs assessments, and give information regarding their financial status honestly and to the best of their knowledge. Be cooperative, timely, and compliant with **RHU/DSWD** throughout the project to insure completion of the project.

4. Prior to being granted materials and assistance for construction of a comfort room, do the following: locate an area twenty five (25) meters radius from any water supply sources; provide piping materials, cement, roof, wall, or outhouse structure; and on a case-by-case basis, dig a hole sufficient to accommodate a septic tank.

5. Pledge to fully utilize the comfort room for the convenience and benefit of the household and its’ guests, and additionally pledge that upon being granted materials by other parties involved, do willfully promise to use the comfort room and not continue or practice open defecation.

6. Attend Family Development Sessions and consultations if applicable. Willfully permit and allow without hindrance follow-up assessments and random house visits from **RHU/DSWD** and said appointed officials to insure the proper and consistent usage of the comfort room granted.

 3. **DURATION AND COMMITMENT**

1. This agreement will be in effect from August 23, 2016 to January 17, 2017 and may be updated at any time through written agreement of each partner. Either party can terminate the agreement with 30 days written notice.

2. As long as they have a comfort room in their residence, beneficiaries pledge to use the comfort room and not continue or practice open defecation indefinitely.

3. Both parties will allow “World Connect” and U.S Peace Corps Volunteer Arthur Charfauros to use and or publish pictures and information pertaining to the project.

4. Duration for the follow-up assessments and random house visits from **RHU/DSWD** will be in effect from August 23, 2016 to January 17, 2017 after which time any follow-up assessments and random house visits will be at the discretion of **BENEFICIARIES.**

1. **SIGNATURE OF PARTIES**

If the terms of this Memorandum of Agreement are acceptable, please sign and date both copies of this agreement letter. Keep one copy for your records and return the other to **RHU/DSWD**.

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Printed Name, Signature, Position, **RHU/DSWD** Date

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Printed Name, Signature, Barangay, **BENEFICIARIES** Date

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Printed Name, Signature, Barangay, **BENEFICIARIES** Date

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Printed Name, Signature, Barangay, **BENEFICIARIES** Date