



09 November 2020

**MS. DOMINICA B. CHUA**  
President  
**Ramon Aboitiz Foundation Inc.**  
35 Eduardo Aboitiz St.  
Tinago, Cebu City

**Dear Ms. Chua,**

We are transmitting herewith a copy of the approved Authority to Conduct National Fund-raising Campaign of **Ramon Aboitiz Foundation Inc.**, from **October 30, 2020 to January 31, 2021**.

The authority indicates that the agency's approved mode of fundraising is *through Social Media and Agency's official website*.

Further, please be guided that your agency has to submit a notarized Fund Utilization Report (DSWD-SB-SP-F-007) of its proceeds and expenditures duly certified by its auditor/book keeper. The said fund utilization report should be included in the Audited Annual Financial Report to be submitted to the concerned DSWD Office, copy furnished the Standards Bureau. The agency shall also submit other required documents as stated in the submitted Undertaking as stated in Section 7 of MC 17 series of 2014.

Thank you for your continued support.

Very truly yours,

**CYNTHIA V. ILANO**  
Officer In-Charge, Standards Bureau

Encl: as stated

Cc: DSWD Field Office VII  
Maxilom Avenue, Cebu City



Department of Social Welfare and Development

**STANDARDS BUREAU**

Batasan Pambansa Complex, Constitution Hills, Quezon City

## Authority to Conduct Fund Campaign

(Non-Transferable)

The Department of Social Welfare and Development (DSWD) authorizes **RAMON ABOITIZ FOUNDATION, INC.** with office address at No. 35 Eduardo Aboitiz St. Tinago, Cebu City to conduct fund raising campaign for a period of Three (3) Months in **Regions I, II, III, IV-A, IV-MIMAROPA, V, VI, VII, VIII, IX, X, XI, XII, CARAGA, CAR and NCR.** The purpose of the fund raising activity is to raise funds to support frontliners and government through the amelioration of food security for the indigent families and vulnerable sectors within the Province of Cebu and Metropolitan Cebu to help flatten the curb and spread of the virus and support continuing education in this pandemic phase by making learning possible with the use of technology. *Solicitation is through Social Media and agency's official website.*

This authorization takes effect on October 30, 2020 and expires on January 31, 2021 unless suspended or revoked before its expiration. This authority/ solicitation permit is valid only in the **Philippines.**

**ROLANDO JOSELITO D. BAUTISTA**

Secretary

DSWD Authority/Solicitation Permit No.: **DSWD-SB-SP-000133-2020**

For verification of this Certificate, you may contact the DSWD Standards Bureau  
at the DSWD Central Office, Batasan Pambansa Complex, Constitution Hills, Quezon City,  
with contact numbers (632) 951-7125 and/or (632) 931-3181

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9 November 2020

**Ms. DOMINICA B. CHUA**

President

**Ramon Aboitiz Foundation Inc.**

35 Eduardo Aboitiz St.

Tinago, Cebu City

**Dear Ms. Chua,**

We wish to inform you that we have favorably approved your application for local/national fund drive campaign with **DSWD SB-SP-000133-2020** and valid from **October 30, 2020** to **January 31, 2021** based on the following standards operating procedures:

1. Authority is granted to DSWD to access documents and premises to verify that the conditions of this permit are being met;
2. The authority to solicit is non-transferable and can only be used on the approved period/ duration, methodology to be used are within the area covered by the application. Any changes in the current address, methodologies being used and area of coverage, among others, shall be immediately reported in writing;
3. At least one month before the expiry date of permit, the concerned DSWD Office shall be informed on the schedule of inventory/accounting of solicited funds. The latter shall witness the inventory and/or accounting of collected funds (applicable to donation box, coin banks and similar modes);
4. The total solicited funds shall be utilized and distributed to the intended beneficiaries in accordance with the approved work and financial plan;
5. Within sixty (60) days after the expiry date of permit, the following shall be submitted to the concerned DSWD-Field Office:

a) Notarized Fund Utilization Report

For corporation/non-government organization/agency or individual, notarized fund utilization report of its proceeds and expenditures sworn by the Agency Head and Treasurer or concerned individual who had applied for the said permit. For registered NGOs, said fund utilization report should be included in its Audited Annual Financial Report which shall be submitted to the concerned DSWD Field Office copy furnish Standards Bureau;

b) List of donors and their corresponding addresses and contact numbers and amount of donations, as applicable;

c) List of beneficiaries (either individual, LGU and/or institution) and the amount or types of assistance extended and their corresponding addresses and



contact numbers (if applicable);

d) Expired original certificate authorizing the conduct of regional/national fund campaign;

6. The total solicited funds shall be utilized and distributed to the intended beneficiaries in accordance with the approved project proposal and shall follow the utilization ratio of not less than 80% for program expenses and not more than 20% for administrative expenses;

7. If the solicited funds are not yet fully distributed or utilized, a status report of the funds shall be submitted to concern DSWD Office within the said sixty (60) days until all the solicited funds are utilized, as the case may be. Then, the corporation/NGO or individual shall submit the post reportorial requirements as indicated in Item 5 of this conforme;

8. The distribution shall be in close coordination with the concerned DSWD Field Office;

9. The Solicitation Permit Number and the corresponding validity and expiry date of the permit shall be reflected in all public solicitation paraphernalia;

We look forward to your compliance with the above to maximize the use of solicited donations.

Thank you for your continuous support.

Very truly yours,



**CYNTHIA V. ILANO**

*Officer-In-Charge, Standards Bureau*

Conforme:

**MS. DOMINICA B. CHUA**

President

*Copy  
furnished:*

**Director Rebecca Geamala**

Regional Director, DSWD-FO VII

M.J. Cuenco Avenue corner General Maxilom Avenue

Cebu City, 6000