



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
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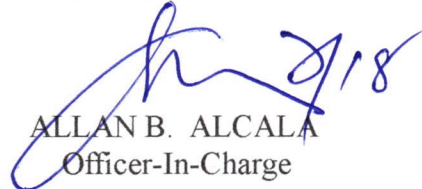
February 17, 2020

Hon. JULIANA G. SUNGA
Undersecretary
Department of Justice
Padre Faura, Manila

Madam:

In compliance with the DOJ Memorandum dated February 10 2020, attached herewith is the Agency's Yearend Report for CY 2019.

Very truly yours,


ALLAN B. ALCALA
Officer-In-Charge

Encls.: a/s

Redeeming Lives... Restoring Relationships

FOR FILE



Republic of the Philippines
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PAROLE AND PROBATION ADMINISTRATION CY 2019 YEAR-END REPORT

I. MANDATE AND FUNCTIONS

The Parole and Probation Administration (PPA) is an attached agency of the Department of Justice (DOJ) tasked to exercise general supervision of released PDL granted probation, parole/pardon with parole conditions, first-time manor drug offenders through community-based program.

The then Probation Administration was created pursuant to the signing of Presidential Decree No. 968, otherwise known as the "Adult Probation Law of 1976" which the primary function is to promote the correction and rehabilitation of penitent offenders granted probation by providing them with individualized treatment. Eleven years later, by virtue of Executive Order No. 292 or "The Administrative Code of 1987", the agency was renamed "Parole and Probation Administration and given the additional function of supervising prisoners who, after serving part of their sentences in jail, are released on parole or pardon with parole condition. Furthermore, in August 2005, under Memorandum of Agreement between the PPA and the Dangerous Drugs Board (DDB), the Agency was given additional tasks of investigation and supervision first-time minor drug offenders (FTMDO) who are placed under suspended sentence pursuant to "Comprehensive Dangerous Drugs Act of 2002".

The Agency, as mandated by law, aims to: (a) promote the correction and rehabilitation of offenders by providing them with individualized treatment; (b) provide an opportunity for the information of penitent offenders which might be less probable if they were to serve a prison sentence; and (c) prevent the commission of offenses.

The Agency, under the component of Philippine Correctional System, we envisioning to become a model component of correctional system of the country, if not of the Asian countries.

"Redeeming lives and Restoring Relationships" is the Agency's ultimate goal.

II. ACCOMPLISHMENTS

A. Major Final Outputs

PPA contributes to the attainment of peace and order in the society through its thorough background investigations for petitions for probation/parole/executive clemency and effective supervision and rehabilitation of released PDL granted probation, parole/pardon, first-time manor drug offenders. The community-based programs and services of the Agency is towards reformation of its clients into productive, law-abiding and socially-responsible citizens. A great number of clients actively participated in different rehabilitation programs and services conducted by PPA field offices nationwide and this leads to a supervision success rate of 99.25%.

1. Investigation Services

The Agency, through its field offices conduct investigation of all petitions for probation, parole and any form of executive clemency referred by the Courts and Board of Pardons and Parole to determine their legal qualification and suitability for community-based program of the Agency.

This function involves legal qualifications verification and determination of suitability for community-based program of petitioner by conducting home/workplace visits and among others to gather information relative to character, antecedents, environment, mental and physical condition of petitioner, as well as available community resources that can be utilized to facilitate petitioner's rehabilitation/reformation.

Results of investigations conducted by the field officers were submitted to Courts/BPP in the form of post-sentence investigation/pre-parole investigations reports to assist them in decision to grant or deny the petition for probation/parole/any form of executive clemency. The submitted investigation reports were monitored in terms of timeliness and comprehensiveness. The targets for this function is to submit the reports within 60 days upon receipt of referrals from the courts/BPP, as required.

For CY 2019, the Agency's target for investigation of cases was 42,113 and the actual cases received/handled for the year is 96,669. It is evident that the actual cases handled is 129.55% or 54,556 higher than the set target. The increase in cases is attributed to the influx of cases referred by courts due to the

Accomplishments vs Targets	
❖	Supervision cases handled is 83,371
❖	National average ratio of supervision cases per field officer is 1:165
❖	99.25% of clients under active supervision have complied with their terms of probation and parole conditions.
❖	99.89% of supervision recommendations were sustained by the courts and BPP.

The supervision function of the Agency upholds the goals of the Agency. Field officers are tasked to supervise clients as to their compliance to probation and parole/pardon terms and conditions and provide opportunity for rehabilitation and reformation through the implementation of the three-prong rehabilitation programs namely: Laddered Therapeutic Community Program (TCLP), Restorative Justice (RJ) and Volunteerism.

For this year, 83,371 probationers, parolees/pardonees and FTMDO were supervised. Out of this number, 99.25% continuously complied with the terms of their probation and parole conditions, such as regular reporting to office, participation in different rehabilitation programs and services, no involvement/commitment of another crime, and etc..

Various reports were submitted to Courts/BPP as to the status of supervision of clients, i.e. Termination Report, Revocation Report and among others. Records showed that 99.89% of supervision recommendations submitted by the Probation Officers were sustained by the Courts and the BPP, this is above the target of 95%.

2. Supervision Services

Accomplishments vs Targets	
➤	Actual investigation cases handled for 2019 is 129,55% higher than its target
➤	National average ratio of investigation cases per field officer is 1:191
➤	Out of investigation cases received/handled, 55% were submitted within the 60-day prescribed period.
➤	99.50% of investigation recommendations sustained by the courts/BPP

implementation of Plea Bargaining Framework on Drug Cases. The current situation resulted to a national average ratio of investigation cases per field officer of 1:191. This situation affects the performance in field offices as evident in the 55 percent of investigation cases submitted within the required 60 days. Despite voluminous cases, the Agency was able to surpass its target of 95% for investigation recommendations sustained by the courts and BPP; actual accomplishment is 99.50%

3. Rehabilitation Services





The community-based rehabilitation program of PPA adopted the Three-Pronged Approach – Therapeutic Community Ladderized Program (TCLP), Restorative Justice (RJ) and Volunteerism Program.

Therapeutic Community Ladderized Program is a treatment modality for clients with five components: effective/emotional/psychological, relational/behavior management, cognitive/intellectual, spiritual and psychomotor/vocational-survival skills. As reported, 98.69% of probationers, parolees/pardonees and FTMDO attended the monthly sessions of TCLP and other reinforcing activities such as Tree Planting, Community Service, Brigada Eskwela, Coastal Clean-up, Livelihood Seminar/Lectures and many more.

Restorative Justice is a philosophical foundation used for reintegration of clients into society by restoring their relationship with the victim and community. Restorative Justice processes include mediation, conferencing, circle of support and the practices of indigenous people. A total of **62,775** Restorative Justice processes were conducted by Probation Officers in 2019.

Volunteerism is a program of PPA that encourages maximum citizen participation in the rehabilitation of the clients. The Volunteer Probation Assistants (VPA) act either as direct supervisor of the clients or as a resource individual. In **2019, 97.64%** of VPAs appointed were mobilized for the rehabilitation of the clients.

As a result of the implementation of above-mentioned programs, it shows that national average ratio of programs and intervention rendered per client was 1:33 in a given year, totaling to 2,792, 338 rehabilitation programs/intervention/ services rendered to 83,371 clients.

Accomplishments vs Targets	
	2,792,338 rehabilitation and intervention services rendered to clients which is above target of 400,314
	98.69% of clients attended/participated in monthly TCLP sessions.
	62,775 clients underwent RJ processes
	97.64% of appointed VPAs were mobilized.

III. MAJOR PROGRAMS AND PROJECTS FOR 2020

1. Impact Assessment on the Rehabilitation and Reintegration of Offenders

This impact study aims to upgrade community-based programs of the Agency by assessing the effectiveness of its major rehabilitation programs, namely: Therapeutic Community Ladderized Program, Restorative Justice and Volunteerism, and to determine its impact to the lives of clients. DBM approved the project with 10-Million fund for 2020.

2. Automation of Information Systems

For this year, the Agency is set to utilize the following information technology systems: (a) Probation Information System (PIS), (b) Human Resource Management and (c) Information Development System (HRMDIS), (d) Single Carpeta System (SCS), and (e) Case Management Information System (CMIS).

Furthermore, Automation of Performance Monitoring and Information System is now in progress.

The automation programs of Agency will systematize the management of information and records of PPA personnel, as well as of clients that will lead to a quicker delivery of service.

3. Maintenance of ISO Certification

The TUV Nord in Germany conferred the 9 selected offices/sites of PPA with ISO 9001 Certification (CO, ROs of Region VII & NCR, 6 field offices). These offices are committed to sustain the Certification until its expiration on March 13, 2022.

Other PPA-Regional and field offices is preparing for ISO 9001 Readiness.

4. Massive Information Campaign

4.1 Standardized PPA Public Information Materials and Presentation

This project is part of information campaign initiative. To ensure that information dissemination is properly guided in all levels of the agency, a uniform presentation of Probation and Parole systems, programs and services be formulated, both in printed materials and powerpoint presentation.

4.2 Strengthen Linkages and Collaboration with Key Stakeholders

Active participation to various inter-agency councils is an opportunity for the Agency to showcase its programs and services in achieving national goals.

5. Enhance Human Resource Management

5.1 Adoption of PPA Competency Framework

Formulated PPA Competency Framework will be the basis in identifying the appropriate personnel development programs to address the gap between the required and actual level of competency of personnel.

5.2 Promote Employees' Welfare

Agency will formulate and implement Wellness Program/s for its officials and employees to help them cope up with various stressful situations in their own workplace. This program will redound to increase in productivity, efficiency and effectiveness in the delivery of services.

IV. STRATEGIC DIRECTION AND KEY ACTION PLANS FOR CY 2020

For CY 2020, PPA adheres to its Strategic Development Plan 2019-2024 with seven (7) Strategic Objectives (SO):

SO 1 : Upgrade community-based rehabilitation and reintegration of offenders

Outcome

- 1.1 Percent of probation investigations recommendations sustained by the courts
- 1.2 Percent of supervision recommendations sustained by the courts/Board
- 1.3 Percent of clients' compliance to the terms of their probation and/or parole conditions
- 1.4 Number of policies implemented as a result of the impact study

Output

- 1.1 Percent of clients participating in the rehabilitation programs
- 1.2 Percent of investigation reports submitted to Courts/ Board of Pardons and Parole within the prescribed period
- 1.3 Number of rehabilitation and intervention services rendered to clients and % increase over previous year
- 1.8 Percent of VPA mobilized to assist in the rehabilitation program of client
- 2.9 Impact study conducted/completed

SO 2 : Ensure sustainability of organization

Outcome

- 2.1 Internal customer satisfaction rating
- 2.2 Utilization rate of the existing Information System (PIS and PPCMIS)
- 2.3 Restore success rate
- 2.4 Percentage of operational offices within a prescribed period (ave 6 mos)

Output

- 2.1 Compliance rate for the Freedom of Information (FOI) procedure/guideline
- 2.2 Number of information systems developed
- 2.3 Service desk time to resolve a system problem
- 2.4 Percentage of system security update
- 2.7 Agency-wide service continuity plan developed/implemented

SO 3 : Enhance operational efficiency and effectiveness

Outcome

- 3.1 Percentage of remaining regional and field offices identified as ISO 9001:2015 ready
- 3.2 Maintenance of certification of CO, NCR and RO7
- 3.3 Percentage increase in customer satisfaction rating
- 3.4 Percentage of PPA offices gaining recognition CSC

Output

- 3.1 Percentage of remaining regional and field offices implementing QMS
- 3.2 Percentage of PPA offices implementing 5S Good Housekeeping
- 3.4 Percentage of frontline processes/services streamlined

SO4 : Improve public awareness on parole and probation services

Outcome

- 4.1 Percentage increase in applications for VPA program
- 4.2 Percentage increase in invitations from various institutions/countries for

possible benchmarking of PPA programs

4.3 Percentage increase in the number of funding and/or logistical support

Output

4.1. Percentage of field offices conducted information drive/campaign with the use of standardized IEC materials

4.2 Number of inter-agency activities participated/membership

SO 5 : Promote employees welfare

Outcome

5.1 Percentage of identified competency gaps addressed

5.2 Wellness Program developed/implemented

5.3 Passage of the Magna Carta of PPOs

Output

5.4 Number of PPA competency framework developed/finalized

5.5 Percentage of personnel undergone capability-building activities positions

SO 6 : Strengthen linkages and collaboration with key stakeholders

Outcome

6.1 Percentage increase in the number of funding and/or logistical support

6.2 Number of stakeholders committing to partnership and/ or providing support to the development/ implementation/ evaluation of policies and programs

6.3 Number of council activities participated (attendance/membership)

SO 7 : Intensify anti-corruption and transparency initiatives

Outcome

7.1 Number of adverse findings received from oversight agencies resolved/acted upon

7.2 Budget utilization rate

Output

7.1 Percentage compliance with the requirements of oversight agencies/committees

7.2 Number of client feedback acted upon within the required period