

Republic of the Philippines
Office of the President
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

ADVISORY NO. 01-A
Series of 2020



In the interest of service and pursuant to FDCP Advisory No. 1, Series of 2020 on the **Activation of the FDCP DISASTER/EMERGENCY ASSISTANCE AND RELIEF (DEAR) PROGRAM**, a disaster-triggered funding mechanism of the Film Development Council of the Philippines that provides financial assistance to its stakeholders who are directly affected by a major natural disaster, the following clarificatory guidelines are issued for the **DEAR ACTION! PROGRAM** for displaced freelance audio-visual content workers :

1. **Definition of Disaster-affected Freelance Audio-Visual Content Workers.**
These are self-employed audio-visual content workers who were suddenly out of work as a direct result of the COVID-19 Enhanced Community Quarantine and subsequent State of National Calamity, and does not work for a direct employer and are not eligible for government instituted benefits from other government agencies.
2. **Expansion of Coverage.** The program covers all disaster-affected freelancers in the audio-visual content industry included but not limited to on-camera performers (actors, voice actors, stunt people, etc.), production staff (from pre-production, production to post-production) and technical crews (including camera, lighting, production design crews), on a no-work no pay status, and those that are not formally affiliated with a company. Due to limited funds, FDCP reserves the right to prioritize low-income individuals in its initial disbursement of funds. **Low income individuals are those who earn P3,000 or less per day or not more than P20,000 per project. Program coverage is nationwide. Program coverage is nationwide.**
3. **Conditions.** Any one of the following loss of work conditions must be satisfied by applying workers as a direct result of the COVID-19 situation:
 - a. The worker was scheduled to work, but were unable to reach the workplace.
 - b. The worker was scheduled to start work but the job was cancelled or does not exist anymore.
 - c. The worker developed an illness, sustained an injury, or became sick and thus, are unable to work.
 - d. The worker's employer/ producer has temporarily or permanently closed for business.
 - e. The worker already started the work but the job was cancelled or postponed to a later date.

4. **Expansion of Qualifications.** Freelance audio-visual content workers intending to apply for the DEAR ACTION! Program must satisfy all of the following qualifications.
 - a. **The individual must have lost at least five (5) work days or five (5) engagements/projects (whether pre-production, production or post-production work) that were scheduled on or after the declared date of the disaster.** For the COVID-19 situation. **March 15-April 14, 2020** is the duration of the Enhanced Community Quarantine in Luzon.
**In consideration of those who established less than five (5) work days, FDCP may give up to P 5,000 financial aid*
 - b. The individual's scheduled jobs/engagements must have been suspended or cancelled as a direct result of the COVID-19 situation
 - c. The individual must not have unemployment insurance benefits from either his/her employer/ producer, or from any other government agencies (e.g. SSS, DOLE, DSWD, etc.).
 - d. While the DEAR ACTION! Program is open to all eligible freelance AV content workers, the individual who earns a talent fee of around P 3, 000 per day or lower or around P20,000 package rate per project will be given priority.
5. **Benefit Payment.** Approved beneficiaries of the DEAR ACTION! Program will receive a one time cash financial assistance of Five Thousand Pesos (P 5, 000) or Eight Thousand Pesos (P 8, 000) tax free to cover expenses during the disaster period, like personal needs, medical expenses, housing and rent, and other essentials. The beneficiaries will be required to sign a Declaration and Agreement with FDCP agreeing and abiding to all the terms of the Program and certifying that all details of the application and documents submitted are factual and authentic.
6. **Application Process.** Relative to the COVID-19 situation, applications may be submitted to FDCP from **March 23 – April 23, 2020** or within 30 days of the activation of the DEAR ACTION! Program through this Advisory. Online submissions via email to dearnationalregistry@fdcp.ph with the subject *[APPLICATION] DEAR AV Workers* are preferable and hard copy applications are discouraged. However, drop boxes for DEAR applications will still be available at the FDCP Office at 855 T.M. Kalaw Street, Ermita, Manila starting March 23, 2020.
7. **Documentary Requirements.** Freelance audio-visual content workers who intend to apply are required to substantiate loss of work or self-employment or to substantiate work that was to begin on or after the declared date of the disaster. The following documents shall be submitted by each applicant:
 - Filled out DEAR ACTION! Application Form (which will also serve as the National Registry for Audio-Visual Workers (NRAW) Application Form)
 - **Affidavit of Agreement with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at the website.)**

- Copy of Any Proof of Income (e.g. Latest ITR, 3-4 payslips, vouchers, or issued OR (official receipts) to clients)
- Proof of Engagement/s
e.g. Call Sheet, Text Message, Email, Contract of Service, Certificate of Engagement/s, or any Certification duly signed by the Employer/Producer
- Notice of Cancellation of work
e.g. Emails or text messages regarding suspension of work, Proof of cancellation, etc., or certification from producer

8. **Submission through Duly-Registered Audio-Visual Companies.** Applications through companies will be accepted with the submission of the following documentary requirements:

- Copy of current membership to National Registry for Companies (NRC). For non-members, filled out NRC membership application.
- Filled out DEAR ACTION! For Companies Form
- Affidavit of Agreement of the Company with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at the website.)
- Affidavit of Agreement for each worker applied for with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at the website.)
- Copies of Any Proof of Income of Workers Applied For (Latest ITR, payslips, vouchers, issued Official OR by worker to client/producer)
- Proof of Engagement/s of Workers Applied For
e.g. Call Sheet, Text Message, Email, Contract of Service, Certificate of Engagement/s, or any Certification duly signed by the Employer/Producer
- Notice of Cancellation of Workers Applied For
e.g. Emails or text messages regarding suspension of work, Proof of cancellation, etc., or certification from producer

If documentary proof cannot be provided at the time the claim is filed by both individual and company applications, applicants have twenty one (21) calendar days from the time of application to submit the complete documents.

9. **Disbursement of Financial Support.** The concerned FDCP personnel shall issue the financial support directly to the affected worker's bank account or via available money remittance services at the soonest possible time upon the approval of the application.

For approved applications for workers applied for by Companies, the Company will receive the assistance from FDCP and shall award the benefits to each worker as soon as possible and then submit a report to FDCP on each worker's written and signed acknowledgement of the amount.

9. **Repealing Clause.** All guidelines and regulations inconsistent with the provisions of this Advisory are hereby repealed or amended accordingly.

10. Effectivity. The expanded guidelines herewith for the DEAR ACTION! PROGRAM shall be applied retroactively for all applications starting **23 March 2020**. Applications will be open from March 23- April 23, 2020.

Attached as ANNEX A is the DEAR Fund Guidelines and as ANNEX B is the DEAR ACTION! Updated Program Guidelines.

For information and guidance.

A handwritten signature in black ink, appearing to read 'Maryliza B. Diño', with a stylized, cursive script.

MARYLIZA B. DIÑO
Chairperson and CEO

ANNEX A

Republic of the Philippines
Office of the President
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

**FDCP NATIONAL REGISTRY
DISASTER/EMERGENCY ASSISTANCE AND RELIEF (DEAR) PROGRAM**

OBJECTIVE

The **FDCP DISASTER/EMERGENCY ASSISTANCE AND RELIEF (DEAR) PROGRAM** is a disaster-triggered funding mechanism of the Film Development Council of the Philippines that provides financial assistance to its stakeholders and is activated as a direct result of a major natural disaster. A major disaster means any typhoon, storm, flood, high water, wind-driven water or tidal wave, earthquake, drought, fire, public health emergency or other catastrophes as declared by the President that warrants government assistance to communities and individuals in the country. The DEAR Program is administered by the Film Development Council of the Philippines through the FDCP National Registry and is available to its duly registered members, subject to qualifications.

QUALIFYING EVENTS

Based on the recommendation of the concerned Departments or Disaster Task Force, the President of the Philippines may declare a State of Calamity or equivalent and similar proclamations e.g. State of Public Health Emergency. The declaration identifies the major disaster which provides the full range of disaster assistance available under the law for the country.

In special cases like these, FDCP can activate its emergency funds. Disaster-triggered support may be made available to provide assistance or aid to its stakeholders who do not qualify for assistance under other programs of frontline government agencies.

INDIVIDUAL ELIGIBILITY

When a major disaster is declared by the President, programs under DEAR will be activated via an official advisory and will be generally available to its stakeholders registered under the FDCP National Registry affected by the disaster.

In cases where funding is insufficient to serve all eligible stakeholders, FDCP may prioritize those in need of immediate aid.

APPLICATION PROCESS

To file a claim, disaster-affected stakeholders may contact the Film Development Council of the Philippines National Registry.

Applications must be filed by an individual within thirty (30) days of the announcement of the activation of the DEAR Program through an FDCP Advisory released online and through mass media channels. Applicants must follow the instructions in the FDCP Advisory and file for an application based on the filing methods used by the Agency (i.e. in person, mail, or online).

DOCUMENTATION AND REQUIREMENTS

Applicants are required to provide documentation according to the requirements for the activated programs.

BENEFIT PAYMENT

A financial assistance (tax-free) will be made to disaster-affected stakeholders whose applications have been approved.

DURATION OF BENEFITS

DEAR benefits are payable only for the dates that fall within the Disaster Assistance Period.

RESTRICTIONS ON ENTITLEMENT

DEAR benefits are not payable to individuals who are entitled to or qualified for regular unemployment compensation, waiting period credit or benefits from SSS, DOLE, DSWD, their own employer, and similar agencies.

RETURN SERVICE

As the DEAR Program is a government fund and in the spirit of serving the community and stakeholders, the beneficiary must commit to rendering return service by participating in at least two (2) FDCP-led or supported event, activity or project serving in the capacity of their field. The service must be rendered for free within two (2) years upon the receipt of the assistance.

DECLARATION AND AGREEMENT

Each approved beneficiary worker of DEAR must sign a Declaration and Agreement with FDCP, agreeing and abiding to all the terms of the Program and certifying that all details of the application and documents submitted are factual and authentic.

For more information, please contact:

FDCP NATIONAL REGISTRY

855 T.M. Kalaw St. Ermita, Manila

dearnationalregistry@fdcp.ph

<http://fdcp.ph/dear-program>

ANNEX B

Republic of the Philippines
Office of the President
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

**FDCP NATIONAL REGISTRY
DISASTER/EMERGENCY ASSISTANCE AND RELIEF (DEAR) PROGRAM**

**DEAR ACTION! PROGRAM (For Displaced Freelance AV Content Workers)
FACT SHEET**

WHAT IS THE DEAR PROGRAM?

The FDCP DEAR (Disaster/Emergency Assistance and Relief) Program is a disaster-triggered funding mechanism of the Film Development Council of the Philippines that provides financial assistance to its stakeholders who are directly affected by a major natural disaster. This disaster fund is activated when the President of the Philippines declares a public emergency or a State of Calamity in the country.

WHAT IS DEAR ACTION! PROGRAM (FOR DISPLACED FREELANCE AV CONTENT WORKERS)?

The FDCP DEAR ACTION! PROGRAM (For Displaced Freelance AV Content Workers) is a targeted program that provides financial assistance to freelance audio-visual (AV) content workers who are directly affected by a declared major disaster and are not eligible for other government instituted benefits.

WHAT IS A MAJOR DISASTER?

A major disaster may be a typhoon, storm, flood, high water, wind-driven water or tidal wave, earthquake, drought, fire, public health emergency, or any other catastrophes as declared by the President of the Philippines.

DOES DEAR ACTION! COVER THE COVID-19 SITUATION?

Yes. DEAR ACTION! covers the Coronavirus Disease 2019 (COVID-19) pandemic that caused Enhanced Quarantine procedures and the consequent declaration of the State of Calamity in the country that disrupted work, events, and activities in affected areas.

WHAT ASSISTANCE DO I GET FROM DEAR ACTION!?

When approved for the DEAR ACTION!, you will receive a one-time cash financial assistance of Five Thousand Pesos (P 5,000) or Eight Thousand Pesos (P 8,000) tax free to cover your expenses during the disaster period, like personal needs, medical expenses, housing and rent, and other essentials. Applicants who are granted assistance will be requested for Return Service to FDCP for its programs and activities for the audiovisual industry.

For approved applications for workers applied for by their Companies, the Company will receive the assistance from FDCP and shall award the benefits to each worker as soon as possible and then submit a report to FDCP on each worker's written and signed acknowledgement of the amount.

WHO IS ELIGIBLE FOR DEAR ACTION! BENEFITS?

DEAR ACTION! is available for freelance AV content workers who are members of the FDCP National Registry for Audio-Visual Workers (NRAW) who are suddenly unemployed or suddenly lost work as a direct result of a disaster, who either worked or was scheduled to work at areas affected during the time of the declared disaster.

You are considered "suddenly unemployed or suddenly lost work" if because of the disaster, you experienced any of the following and can support your claim through documentary proof:

1. You were scheduled to work but were unable to reach your workplace.
2. You were scheduled to start work but the job was cancelled or does not exist anymore.
3. You developed an illness, sustained an injury, or became sick and thus, are unable to work.
4. Your employer/ producer has temporarily closed for business, or the place of business was permanently damaged or destroyed.
5. The worker already started the work but the job was cancelled or postponed to a later date.

You qualify for the DEAR ACTION! benefit If you satisfy all of the following:

1. You have lost at least five (5) work days (whether pre-production, production or post-production work) that were scheduled on or after the declared date of the disaster. For the COVID-19 situation, March 15-April 14, 2020 is the duration of the Enhanced Community Quarantine in Luzon.
**In consideration of those who established less than 5 work days, FDCP may give up to P 5,000 financial aid.*
2. Your employment/scheduled jobs have been suspended or cancelled as a direct result of a major disaster as declared by the President of the Philippines.
3. You do not have unemployment insurance benefits from either your employer/ producer, or from any other government agencies (e.g. SSS, DOLE, DTI, etc.).
4. While DEAR ACTION! Program is open to all eligible freelance AV content workers, you are given priority if you earn P 3, 000 per day or less or contracted for P20,000 or less per project.

HOW DO I APPLY FOR DEAR ACTION!?

Online Application

Fill out a DEAR ACTION! Application Form available online at <http://fdcp.ph/dear-program>. Print the form and fill it up legibly by hand or typed text. Collect all the available documentary requirements and attachments, scan each document and submit online to dearnationalregistry@fdcp.ph with the following subject:

For individuals: **[APPLICATION] DEAR ACTION! AV WORKERS (Surname, Name)**
 e.g., [APPLICATION] DEAR ACTION! AV WORKERS (Dela Cruz, Juan)

For companies: **[APPLICATION] DEAR ACTION! Companies (Company Name)**
 e.g., [APPLICATION] DEAR ACTION! Companies (The Good Company)

Hard Copy Application

For applications during the COVID-19 situation, hard copy submissions are discouraged. However, drop boxes for DEAR applications will still be available at the FDCP Office at 855 T.M. Kalaw Street, Ermita, Manila starting March 23, 2020.

Application Dates

You must file an application within thirty (30) days of the announcement of the activation of the DEAR Program through an FDCP Advisory released online and through mass media channels. For applications related to the COVID-19 declaration, they may be submitted to FDCP from **March 23-April 23, 2020**.

Submission of Documentary Support

Make sure that all documentary requirements are available before lodging your application. However, if further documentary proof cannot be provided when you submit your application, you will have twenty one (21) calendar days from the time of your application to meet the requirements. Failure to do this shall forfeit the application or will result to the return of the benefit to FDCP.

Required Documents

Freelance audio-visual content workers who intend to apply are required to substantiate loss of work or self-employment or to substantiate work that was to begin on or after the declared date of the disaster. The following documents shall be submitted by each applicant:

Individual Applications:

- Completely filled out DEAR ACTION! Application Form which will also serve as the application form for the National Registry for Audio-visual Workers.

- Affidavit of Agreement with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at <http://fdcp.ph/dear-program>)
- Copy of Any Proof of Income (e.g Latest ITR, or. 3-4 recent payslips, vouchers, or issued OR (official receipts) to clients)
- Proof of Engagement/s
e.g. Call Sheet, Text Message, Email, Contract of Service, Certificate of Engagement/s, or any Certification duly signed by the Employer/Producer
- Notice of Cancellation of Work (for COVID-19 claims, from March 15-April 14, 2020)
e.g. Emails or text messages regarding suspension of work, Proof of cancellation, or certification from producer etc.

Through a Duly-Registered Audio-Visual Company

- Copy of current membership to National Registry for Companies (NRC). For non-members, filled out NRC membership applications.
- Filled out DEAR ACTION! For Companies Form
- Affidavit of Agreement of the Company with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at the website.)
- Affidavit of Agreement of each worker applied for with at least an affixed signature. Notarized copy to follow post quarantine. (Template downloadable at the website.)
- Copies of Any Proof of Income of each worker applied for (Latest ITR, payslips, vouchers, issued Official OR by worker to client/producer)
- Proof of Engagement/s of each worker applied for
e.g. Call Sheet, Text Message, Email, Contract of Service, Certificate of Engagement/s, or any Certification duly signed by the Employer/Producer
- Notice of Cancellation of each worker applied for
e.g. Emails or text messages regarding suspension of work, Proof of cancellation, etc., or certification from producer

WHO ARE NOT ELIGIBLE FOR DEAR ACTION! BENEFITS?

Workers who are employees of companies regardless of status (regular, contractual, project-based, contract of service, etc.) and are in the regular payroll of said companies and who are entitled to regular employment compensation, waiting period credit, or benefits from SSS, DOLE, DSWD, and other similar government institutions or agencies are NOT eligible for DEAR.

If you are an employee (regular, contractual, seasonal, project-based, contract of service etc.) of a company that is affected by a disaster as proclaimed by the President, please refer to the CAMP and TUPAD assistance programs of the Department of Labor and Employment (DOLE), or to the available programs of DTI, DSWD, SSS or other similar agencies.

WHAT IS THE RETURN SERVICE REQUIREMENT?

The DEAR fund is a government fund for your welfare. In the spirit of serving the community and the stakeholders of the audio-visual industry, we ask beneficiaries of DEAR to commit to rendering return service by participating in at least two (2) FDCP led or FDCP-supported events, activities, or projects as a volunteer worker or professional, serving in the capacity of their field (e.g. as a makeup artist, production assistant, camera operator etc). The service must be rendered within two (2) years after you receive the DEAR assistance.

For company applications, companies must render return service to the community by participating in at least two (2) FDCP-led projects as professional service providers in the capacity of their field. The service must be rendered for free within two (2) years upon the receipt of the assistance.

DO YOU HAVE MORE QUESTIONS?

For inquiries, please email dearnationalregistry@fdcp.ph with the following subject:

[INQUIRY] DEAR NR (Topic)

e.g. [INQUIRY] DEAR NR (Doc Requirements?)

Forms are downloadable at <http://fdcp.ph/dear-program>

1. DEAR ACTION! for Displaced Freelance AV Content Workers Application Form
2. Affidavit of Agreement for Companies
3. Affidavit of Agreement for Workers
4. DEAR ACTION! PROGRAM (For Displaced Freelance AV Content Workers) Fact Sheet
5. Sample Certificate of Engagement
6. Latest FDCP Advisory activating the DEAR ACTION! PROGRAM