

## For NGOs/People's Organization/Cooperatives

- Registered with SEC, CDA or any other appropriate agency that grants legal personality;
- In existence for at least 2 years if the SSF will cost up to P1M and for at least 3 years if more than P1M;
- Must be capable of providing suitable facilities to house the machinery and equipment, personnel, and working capital.



**Find one near you!**

SCAN the QR code to visit the SSF page at the DTI website and find the locations of the established SSF projects,



or

Access the link:

<https://www.dti.gov.ph/negosyo/shared-service-facilities/>

to get more information on the SSF Project.

For more details, please contact:

## DTI REGIONAL OFFICES

### Cordillera Administrative Region

Phone: (074) 620-5542  
Email: CAR@dti.gov.ph  
Facebook: @DTI.CAR

### Region 1 Ilocos Region

Phone: (072) 607-1297  
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### Region 2 Cagayan Valley

Phone: (078) 396-9865  
Email: R02@dti.gov.ph  
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### Region 3 Central Luzon

Phone: (045) 625-9290  
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### Region 4A Calabarzon

Phone: (049) 545-6169  
Email: R04A@dti.gov.ph  
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### Region 4B Mimaropa

Phone: (02) 8890-1712  
Email: R04B@dti.gov.ph  
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### Region 5 Bicol Region

Phone: (052) 742-0513  
Email: R05@dti.gov.ph  
Facebook: @DTI.Region5

### Region 6 Western Visayas

Phone: (033) 335-0548  
Email: R06@dti.gov.ph  
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### Region 7 Central Visayas

Phone: (032) 255-0036  
Email: R07@dti.gov.ph  
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### Region 8 Eastern Visayas

Phone: (053) 323-4082  
Email: R08@dti.gov.ph  
Facebook: @DTI.Region8

### Region 9 Zamboanga Peninsula

Phone: (062) 991-3237  
Email: R09@dti.gov.ph  
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### Region 10 Northern Mindanao

Phone: (08822) 729-291  
Email: R10@dti.gov.ph  
Facebook: @DTI.Region10

### Region 11 Southern Mindanao

Phone: (082) 224-0511  
Email: R11@dti.gov.ph  
Facebook: @DTI.RegionXI

### Region 12 Soccsksargen

Phone: (083) 228-9837  
Email: R12@dti.gov.ph  
Facebook: @DTI.Region12

### Caraga Region

Phone: (085) 341-2293  
Email: Caraga@dti.gov.ph  
Facebook: @DTI.Region13

### National Capital Region

Phone: (02) 8890-8232  
Email: NCR@dti.gov.ph  
Facebook: @DTI.NCRO

or Visit the nearest DTI Provincial Offices or Negosyo Centers. Please check the DTI website for the address.

### SSF Project Management Office

Bureau of Small and Medium Enterprise Development (BSMED)  
2/F Trade and Industry Building, 361 Sen. Gil Puyat Avenue, Makati City  
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Email: BSMED@dti.gov.ph  
Website: <https://www.dti.gov.ph>

### CONNECT WITH US!



A flagship project of the  
Department of Trade and Industry



## ABOUT THE PROJECT

The SSF Project is an initiative of the Department of Trade and Industry (DTI) to boost innovation and productivity of micro, small and medium enterprises (MSMEs). It was one of the pillars of the “Big Push” for MSME Development Program of the DTI in 2013 geared towards meeting the challenges posed by the global economy.

The project provides machinery, equipment and tools to eligible cooperators under a shared system to improve the competitiveness of MSMEs.

The cooperators (e.g., cooperatives, people's organization, industry associations, local government units, state universities and colleges, and national government agencies) manage the SSFs for the common use of MSME beneficiaries in identified priority industry clusters.

## OBJECTIVES



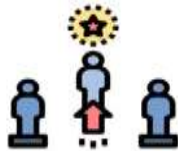
Enable MSMEs to increase their productivity



Address the gaps and bottlenecks in the value chain of priority industry clusters



Promote convergence among stakeholders, especially in pooling and integrating government resources



Accelerate MSME competitiveness by giving them access to energy efficient technologies and more sophisticated equipment



Encourage the graduation of MSMEs to the next level where they could tap better and wider market and be integrated in the global supply chain;

## ELIGIBLE PROJECTS

- ✔ Must address the processing and manufacturing gaps or bottlenecks of the priority industry cluster.
- ✔ Are expected to increase MSME productivity in terms of:
  - a) product improvement, quality enhancement, and marketability;
  - b) price competitiveness; and,
  - c) conformity to standards.
- ✔ Will improve the products of the One-Town One-Product (OTOP).
- ✔ Will support microenterprises within the priority industry clusters.



## ELIGIBLE COOPERATORS/ BENEFICIARIES

### 1. Government entities

- Local Government Units
- State Universities & Colleges
- Technical or Vocational schools
- National Government Agencies



### 2. Private entities

- Non-Government Organizations
- People's Organizations
- Cooperatives



## CRITERIA FOR SELECTING A COOPERATOR

The DTI through its Regional/Provincial Offices shall identify and select a cooperator that will host and manage the operation of the SSF project.



- A cooperator may be a **government entity** which can be an LGU, state university/college, a technical and vocational school, and a national government agency (NGA); or a **private entity** which can be a non-government organization, a people's organization, or a cooperative.

Aside from their willingness to be an SSF cooperator, below are some of the criteria in determining eligibility of the entity:

**For National Government Agencies (NGAs), Local Government Units (LGUs), State Universities/Colleges (SUCs), Technical Vocational Schools and other similar government academic or training/research institutions:**

- Capable of providing counterpart support in terms of suitable facilities to house the machinery and equipment, personnel, working capital;
- Strategically located to service the beneficiaries of the SSF.
- Must be able to demonstrate how their existing delivery and support systems, organizational structures and staffing will be utilized in the operation of the project; That in the case of SSFs in universities such as the fabrication laboratories, the cooperator shall endeavor to engage their research and extension office and other similar units to ensure that MSMEs shall be reached and prioritized in the use of the SSF; and
- For LGUs, must have an income generating project (IGP) or livelihood support project being implemented or clear commitment to support the end beneficiaries as part of the function of its economic development office and to which the SSF support shall be intended.