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DILG  
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By: Brian  
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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
A. Francisco Gold Condominium II Bldg., EDSA  
Corner Mapagmahal St., Diliman, Quezon City

## PLANNING SERVICE

February 1, 2007

### MEMORANDUM CIRCULAR

No. 2007-11

TO : All Undersecretaries, Assistant Secretaries, NAPOLCOM Vice Chairman, PNP Director General, PPSC President, LGA Executive Director, BFP and BJMP Directors, Bureau/Service/Regional Directors and All Others Concerned

SUBJECT : **POLICY GUIDELINES IN THE PREPARATION OF DILG FY 2007 OPERATIONS PLAN AND BUDGET (OPB)**

#### 1.0 Purpose:

This Memorandum Circular prescribes the guidelines and procedures in the preparation of the DILG FY 2007 Operations Plan and Budget (OPB).

#### 2.0 Directions for CY 2007

The DILG's efforts in 2007 shall be focused on the following:

- We shall give priority in strengthening the capacity of LGUs after the May 2007 elections and ensure that the local development agenda are in line with the national goals.
- We shall ensure that the LGPMS is fully utilized.
- We shall expand LGU access to financing.
- We shall make sure that LGU capacity in harnessing the exercise of their corporate powers are maximized.
- We shall promote community empowerment thru the strengthening of barangay-based institutions.
- We shall continue to strengthen local autonomy by speeding up the process of devolution thru EO 444.

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- We shall assist the LGUs set-up public safety and emergency offices and to reactivate the Local Disaster Coordinating Councils (LDCCs) to enable them to effectively prepare for and mitigate the impact of natural calamities.
- We have to exert efforts to reduce crime incidents and improve crime solution efficiency.
- We have to ensure active community participation in our peace and order and public safety campaigns.
- We shall continue to improve our jail management and penology services aimed at zero escape of inmates and increase the number of rehabilitated inmates to be mainstreamed back to society.
- We shall also give priority attention to the forthcoming local election and barangay election.
- We shall improve our internal capacity development thru the provision of training to DILG personnel on LGPMS, continuing legal education to legal officers and leadership training to Division Chiefs and higher officials.

### **3.0 Performance Targets**

Given the above-mentioned directions, in CY 2007, the Department shall have the following performance targets:

#### **3.1 Local Government**

- 1) Policies relative to the following areas shall be developed and compliance by the concerned offices shall be monitored:
  - Thematic Review of the LG Code (EO 444)
  - Synchronized local planning and budgeting
  - Enhancing LGU exercise of Corporate Powers
  - Rationalizing the allocation and utilization of Special Funds of LGUs, e.g. Special Education Fund, Calamity Fund, Intelligence Fund, etc.
  - Policy prescribing/promoting core set of local planning data bases (utilizing existing data gathering tools, e.g., CBMS, IRAP, MBN among others)
  - Developing incentives for sustained use of performance management systems (awards and incentive systems)
  - Policy Reform: Sectoral participation in Local Governance (youth and children)
  - Review of IRA
  - Rural Roads Policy Framework
  - LGPMS updating and standard setting
- 2) The Local Governance Performance Management System (LGPMS) which is the flagship program of the Department shall be strictly implemented. Thus, provinces, cities and municipalities shall have completed their 2006 SLGRs not later than March 31, 2007. All Regional Reports on LGU SLGR shall be completed and submitted not later than May 31, 2007. The

National Report on the SLGR shall be completed and submitted not later than May 31, 2007.

- 3) A new set of LGU officials will be in place by the 2<sup>nd</sup> semester of 2007 due to the elections in May 2007. As such, an executive briefing for the elected LG officials and barangay officials shall be conducted. In this regard, all target LGUs shall have been provided with the appropriate training by the end of 2007. (For first timer officials – mandatory, for re-elected officials-demand-driven)
- 4) Good local governance requires for a sound Executive-Legislative Agenda (ELA) of local government units which contain the development thrusts and priorities of both the executive and legislative branches of the LGU consistent with the development vision and mission of the locality for implementation during the three-year term of the local chief executives and sanggunian members. Thus, all LGUs shall have completed ELA by the end of 2007.
- 5) The promotion of people empowerment through the organization and strengthening of the Local Special Bodies (LSB) as provided for in the LG Code including the Disaster Coordination Council (LDCC) shall be relentlessly pursued. Hence, all target LGUs shall have organized LSBs and LDCCs.
- 6) All LGUs that want to avail of appropriate training programs as determined in the LGU Capability Development Plan/SLGR shall be provided with assistance.
- 7) LGUs exercise of corporate powers shall be enhanced. Thus, at least 2 pilot LGUs per region shall be provided with assistance in utilizing corporate powers for development.
- 8) Likewise, assistance in project development and accessing financial assistance facility shall be provided to LGUs.
- 9) The Department shall continue to advocate the following:
  - President's 10-Point Agenda
  - Medium Term Philippine Development Plan
  - Millennium Development Goals/CBMS
  - Disaster Preparedness
  - Promotion of Peace and Order
  - Child Friendly Governance
  - GAD Mainstreaming in Local Governance

## **Funding Policy for LG Sector**

1. For regular programs of the DILG which are for implementation nationwide, the cost for conceptualization, formulation, pilot-testing and capacity building such as: travel, training, supplies and the like for the regional team (trainor) should be shouldered by the Bureaus. However, the cost to implement at the LGUs should be borne by the Regional Offices. The Regional Offices shall include in their OPBs the cost to implement the project at their levels.
2. For programs and projects with funding assistance from external financial institutions that will involve the services of the Regional and Field units to implement the cost shall be sourced from the project fund outside of the counterpart of the Department.

### **3.2 Peace and Order**

- 3.2.1 The professionalization of the PNP personnel and services shall be enhanced. There shall be an increase in the number of uniformed PNP personnel trained and provided with benefits in 2007 as compared to 2006.
- 3.2.2 Police stations shall be equipped in addressing security threats. As such, cops shall be trained on crime scene investigation and hostage negotiation as well as anti-terrorism like bomb safety, bomb threat awareness and post-blast investigation.
- 3.2.3 The Department shall ensure that all barangay tanods who are members of the Civilian Volunteer Organizations (CVOs) are properly screened before they are deputized by the PNP.
- 3.2.4 Sustain a 90% crime solution efficiency rate in both index and non-index crime and 10-minute response time to crimes and emergencies.

### **3.3 Public Safety**

- 3.3.1 Increase in the number of inmates who are recipients of the various rehabilitation projects and activities to prepare them for their return to the mainstream of society following their release from detention.
- 3.3.2 Work to facilitate the approval of the proposed integrated jail facilities all over Metro-Manila and other highly urbanized cities.
- 3.3.3 Increase in the number of district, city and municipal jails with separate rooms for juvenile and female offenders.
- 3.3.4 Decrease in the number of deaths among inmates.
- 3.3.5 Decrease in the number of fire incidents.
- 3.3.6 The plan for the transfer of operational supervision of BFP Field Units to Local Chief Executives and to reorganize the BFP into the National Fire

Commission shall be completed by November 2007 to be operationalized in 2008.

#### 4. Specific Guidelines and Procedures

- 4.1 The Performance Targets provided for in this Memorandum Circular shall be the bases for the office performance targets in the Operations Plan and Budget (OPB) for 2007.
- 4.2 The physical accomplishments of offices in 2006 shall be considered in setting targets for 2007.
- 4.3 Additional performance targets of any operating unit may be allowed in the OPB as long as said targets are directly related to the operating units respective MFOs
- 4.4 Disclosure of funds coming from outside sources including cost-shared by LGUs in the implementation of projects/activities shall be strictly observed to facilitate expenditure tracking.
- 4.5 Revision and/or realignment of OPB may be allowed anytime of the year if there is a change of priorities in DILG operations as directed by the SILG. However, revised and/or realigned OPB shall be submitted to the Planning Service and Financial and Management Service for review which in turn shall present the document to the DPBCC for final review and endorsement to the Secretary for approval.

#### 5. Submission

- 5.1 All bureaus, services and regional offices of the DILG proper including the Office of the Secretary, offices of the Undersecretaries and Assistant Secretaries shall submit their respective 2007 Annual Operations Plan and Budget (AOPB) to the Planning Service not later than February 2, 2007. The BAMP, LUP and PPSC shall also submit their consolidated AOPBs to the DILG Planning Service not later than February 2, 2007. In the case of PNP and NAPOLCOM, the DILG Planning Service shall be furnished copies of their approved AOPB (for PNP approved by NAPOLCOM and for NAPOLCOM approved by its Chairperson) not later than February 2, 2007.
- 5.2 The DILG Planning Service shall review the submitted AOPBs of the concerned offices except for NAPOLCOM and PNP and integrate them into a Department AOPB. However, the NAPOLCOM and PNP approved AOPBs shall also form part of the Department's AOPB.

For Compliance.

  
RONALDO V. PUNO  
Secretary

