



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
 DILG NAPOLCOM CENTER  
 EDSA corner Quezon Avenue, West Triangle, Quezon City



January 27, 2016

MEMORANDUM CIRCULAR  
 NO. 2016-10

TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, DILG REGIONAL DIRECTORS AND OTHERS CONCERNED

SUBJECT : END-TERM NATIONAL ASSEMBLY OF THE PHILIPPINE COUNCILORS LEAGUE

Section 14, Article XVIII of the Constitution and By-Laws of the PCL provides for the conduct of the League's end-term assembly. For this term, the said activity will be held on March 7-9, 2016 at the Iloilo Convention Center, Iloilo City.

Highlights of the said assembly will be the awarding of the National Winners for the 2015 Local Legislative Award and the ratification of the amendments of the League's CBL.

In this connection, and upon the request of Councilor Alma Moreno, National Chairman, and Councilor Maybelyn DC Fernandez, National President, both from the Philippine Councilors League, all City Mayors and Municipal Mayors are encouraged to allow their sanggunian members, to participate in the said activity, on official business.

The payment of applicable traveling expenses, and a registration fee, if any, to defray the costs of hotel accommodation, meals and activity materials, per participant, may be authorized chargeable against local funds, subject to the availability thereof, and to the usual accounting and auditing requirements and to all pertinent laws, rules and regulations. Provided, that the traveling expenses and registration fees of local government participants shall not be charged against the 20% component of the Internal Revenue Allotment or from whatever source which may prejudice poverty reduction efforts.

The PCL National President shall submit a Post-Activity Report to the Secretary of Interior and Local Government, through the Director of the Bureau of Local Government Supervision, within fifteen (15) days after the conduct of the said congress, with the following prescribed format:

- I. Executive Brief;
- II. List of Participants;
- III. Outputs of Technical Sessions;
- IV. Issues and Agreements or Recommendations, if any;
- V. Total Fees and Disbursements; and
- VI. Appendices, if any.

For the information and guidance of all concerned.

  
**MEL SENEN S. SARMIENTO**  
 Secretary

