



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City
http://www.dilg.gov.ph



MEMORANDUM CIRCULAR
NO. 2018-151

September 10, 2018

T O : ALL CITY AND MUNICIPAL MAYORS, LIGA NG MGA BARANGAY PROVINCIAL, CITY AND MUNICIPAL CHAPTER PRESIDENTS, PUNONG BARANGAYS, DILG REGIONAL DIRECTORS AND ARMM REGIONAL GOVERNOR

SUBJECT : CONDUCT OF BARANGAY ASSEMBLY FOR THE SECOND SEMESTER OF CY 2018

A. LEGAL BASES

Section 397 (b) of Republic Act No. 7160 or the Local Government Code of 1991, mandates that “the barangay assembly shall meet at least twice a year to hear and discuss the semestral report of the barangay concerning its activities and finances as well as problems affecting the barangay.”

Proclamation No. 260, dated 30 September 2011 declares the last Saturday of March and the second Sunday of October as Barangay Assembly Days.

B. PURPOSE:

This Memorandum Circular provides guidance to all barangay officials on the activities to be undertaken before and during the Barangay Assembly Day. Further, it enjoins all LCEs and directs DILG Field Offices to ensure compliance and maximum participation of all barangays in their areas of jurisdiction in the said undertaking.

C. BARANGAY ASSEMBLY DAY PROPER

The Barangay Assembly Day for the Second Semester of CY 2018 is set on October 14, 2018. On the day of the assembly, every barangay is enjoined to undertake the following activities:

1. Deliver the State of Barangay Address (SOBA) highlighting the following:
 - a) Accomplishments for the 1st Semester of CY 2018;
 - b) Financial Report for the 1st Semester of CY 2018; and

- c) Updates on CY 2018 programs and projects.
- d) Newly-enacted barangay ordinances

2. Discuss barangay compliance on national laws and issuances such as:

- a) DILG-DDB Joint Memorandum Circular 2018-01 pertaining to the following:
 - 1) Creation/Reorganization of BADAC;
 - 2) Formulation of BADAC Plan of Action;
 - 3) Allocation of substantial portion of the barangay annual budget for anti-illegal drugs programs, projects and activities;
 - 4) Establishment of Barangay Rehabilitation Referral Desk with Designated Desk Officer;
 - 5) Organization of House Clusters with Designated Cluster Leaders; and
 - 6) Organization of BADAC Auxiliary Team.
 - b) The Barangay Full Disclosure Policy pursuant to DILG Memorandum Circular No. 2014-81; and
 - c) Republic Act. 10361 or the Batas Kasambahay Law which requires every employer to register all domestic workers under their employment in the Registry of Domestic Workers in the barangay.
3. Give details on the list of barangay properties and money accountabilities turned over by the previous barangay officials to the new set of barangay officials as contained in inventory and Turn-over Form No. 2 of DILG MC No. 2018-12.
4. Report on the constitution and organization of barangay based institutions (i.e. Barangay Development Council (BDC), Barangay Anti-Drug Abuse Council (BADAC), Barangay Disaster Risk Reduction Management Committee (BDRRMC), Lupong Tagapamayapa, Barangay Council for the Protection of Children (BCPC), Violence against Women (VAW) Desk, and Barangay Ecological and Solid Management Committee (BESWMC).
5. Discuss issues or concerns affecting the barangay, such as but not limited to (a) peace and order, (b) disaster preparedness and (c) solid waste management.

Further, in order for the residents to get acquainted to the new set of barangay officials, all Barangay and Sangguniang Kabataan officials are enjoined to attend their respective barangay assembly day. Also, all barangay officials are encouraged to introduce themselves to the residents before the start of the barangay assembly day proper.

D. PREPARATORY ACTIVITIES

1. Local Government Units (LGUs)

The LGUs are enjoined to undertake the following activities:

a) Barangay

- Undertake activities to create public awareness on, and generate participation in, the Barangay Assembly, such as but not limited to medical or dental mission, cultural presentations, etc.
- Post or hang Barangay Assembly posters or banners in conspicuous places in the barangay like the barangay hall, plaza, Main Street, transport terminals and market or talipapa.
- To increase attendance and reach a wider audience, all barangays are also encourage to utilize the social media, particularly Facebook and Twitter, to inform and remind the residents of the activity.

b) City/Municipality

- Ensure compliance and maximum participation in the said undertaking of all barangay officials in their respective jurisdiction.
- Post or hang barangay assembly posters or banners in various conspicuous locations, like the city or municipal hall, plaza, mainstreet, tricycle, jeep or bus terminal and public market, within their territory.
- To increase attendance and reach a wider audience, all cities and municipalities are also encourage to utilize the social media, particularly Facebook and Twitter, in informing the residents of the activity.

2. DILG Field Offices

All DILG Field Officers are directed to:

- a) Advocate the conduct of barangay assembly by displaying streamers in strategic locations within their offices premises, and other activities that would generate interest among the general public to attend the assembly;
- b) Encourage barangays to live stream their barangay assembly, through Facebook Live.

- c) Post pictures and videos of the assembly in various social media platforms (i.e. Facebook, Twitter, Instagram) using the hashtag #barangayassembly2018.
- d) Provide the concerned local chief executives particularly the Punong Barangay with a copy of Barangay Assembly tarpaulin design and the suggested Programme of Activities.
- e) Make yourselves available for television and radio guestings and print interviews to discuss the conduct of barangay assembly;
- f) Identify one (1) barangay in your jurisdiction preferably showcasing the following: (1) Not included in the list of drug affected barangays of PDEA; (2) Created/Reorganized BADAC particularly with Committees on Operations and Advocacy and BADAC Auxiliary Team; (3) Allocated a substantial portion of barangay's annual budget for anti-illegal drugs programs, projects and activities; (4) Established Referral Rehabilitation Desk with Designated Duty Officer; and (5) Organized House Clusters with Designated Cluster Leaders;
- g) The name of the showcase barangay shall be submitted not later than October 5, 2018, using the following format.

Region	Province/ HUC	Barangay	Time	Venue	Guests

- h) Ensure the attendance and participation of the members of the PNP, BFP and BJMP personnel assigned in the locality on the date, time and venue of the activity;
- j) Cause the immediate dissemination of this issuance and provide technical assistance relative thereto.

E. SILG's MESSAGE

The SILG's message/address to the barangay shall be delivered by the Regional Director or his/her authorized representative for showcase barangays and by the Punong Barangay or any LGU official for the non-showcase barangays.

F. SANCTION

Corresponding administrative complaint against barangay officials who fail to conduct a barangay assembly may be filed by any resident of the barangay, concerned citizen, governmental or non-governmental entity before the sangguniang panlungsod or sangguniang bayan concerned pursuant to Section 61 of the Local Government Code or to

the Office of the Ombudsman pursuant to Administrative Order No. 07 or the "Rules of Procedure of the Office of the Ombudsman," dated April 10, 1990.

I. REPORTING:

The regional consolidated statistical report duly signed and the narrative report on the regional showcase barangay shall be submitted, not later than **November 15, 2018**.

The compliance report per barangay shall be submitted thru google drive application at barangayassembly@gmail.com.

For compliance and guidance of all concerned.



EDUARDO M. AÑO
Officer-in-Charge, DILG



Barangay _____
City/Municipality of _____
Province of _____

BARANGAY ASSEMBLY DAY
October 14, 2018

PROGRAMME

PART I: Preliminaries

Invocation..... *Preferably UBAS Rep.*
National Anthem.....*AVP/Barangay Staff*
Opening Remarks..... *Punong Barangay*
Messages..... *Guests*
Reading of SILG's Message to the Barangay..... *LGU Official/DILG Representative*
(For showcase barangay: DILG Regional Director)

PART II: Barangay Assembly Day Proper

1. State of Barangay Address (SOBA).....*Punong Barangay*
2. Barangay compliance to national laws and issuances*Punong Barangay*
(Ex. DILG-DDB JMC 2018-1; DILG MC 2014-81; DILG MC 2013-61
in relation to RA 10361)
3. Report on barangay properties and money accountabilities*Barangay Treasurer*
turned over by previous barangay officials pursuant to
DILG MC No. 2018-12
4. Report on the constitution and organization of BBIs*Barangay Official*
5. Barangay issues and concerns (disaster preparedness,
solid waste management and other relevant issues..... *Barangay Official*
7. Open Forum*Barangay Secretary*
(Facilitator)
8. Closing Remarks..... *Barangay Official*



**Nagkakaisang Komunidad tungo sa Mapayapa,
Maunlad at Matiwasay na Barangay!**

BARANGAY
LOGO

BARANGAY ASSEMBLY

MAKIALAM! MAKILAHOK! MAKIISA!

Ika-14 ng Oktubre 2018

