



May 18, 2018

**MEMORANDUM CIRCULAR**  
 NO. 2018-71

**TO :** ALL OFFICERS OF THE NATIONAL EXECUTIVE BOARD OF UNION OF LOCAL AUTHORITIES OF THE PHILIPPINES, GENERAL EXECUTIVE COUNCIL MEMBERS AND OTHER LOCAL OFFICIALS CONCERNED

**SUBJECT :** 87<sup>TH</sup> NATIONAL EXECUTIVE BOARD (NEB) MEETING AND STRATEGIC PLANNING OF THE UNION OF LOCAL AUTHORITIES OF THE PHILIPPINES

The Union of Local Authorities of the Philippines (ULAP) will hold its **87<sup>th</sup> National Executive Board Meeting** on May 29, 2018, Provincial Capitol, Legaspi City; and **Strategic Planning**, May 30-31, 2018, Misibis Bay, Cagraray Island, Province of Albay,

The following are the objectives of the said activity: a) Revisit the internal structure and processes of ULAP to realize the member-leagues’ shared agenda and maximize its research and advocacy initiatives; and b) Conduct of visioning and strategic planning activity for the next two (2) years including consensus-building on national and local issues and policy concerns that cut across all local government leagues.

In view of the above, and upon the request of Executive Director Bernardino E. Sayo, ULAP, concerned Local Chief Executives, and other local officials who are officers of the ULAP NEB, and members of the General Executive Council including Secretariat are authorized to attend and participate in the said activity on official business.

The payment of travelling expenses and applicable registration fee to cover the cost of meals and hotel accommodation, conference materials, if any, may be authorized chargeable against local funds, subject to the availability thereof, and in accordance with the provisions of COA Circular No. 2012-03 dated October 29, 2012, providing guidelines on the prevention and disallowance of irregular, unnecessary, excessive, extravagant and unconscionable expenses, and to the usual accounting and auditing requirements, and other pertinent laws, rules and regulations. Likewise, the participating local government officials are reminded of the provisions of DILG Memorandum Circular 2018-25 dated February 28, 2018, prohibiting local government officials and employees from entering, staying and/or playing at gambling casinos.

The ULAP 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 (BLGS), within fifteen (15) days after the conduct of the said convention with the following format:

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

For information and guidance of all concerned.

**AUSTERE A. PANADERO**  
 Officer-In-Charge, DILG

