

Republika ng Pilipinas
(Republic of the Philippines)
MINISTERIO NG EDUKASYON AT KULTURA
(MINISTRY OF EDUCATION AND CULTURE)
Manila

March 6, 1979

MEMORANDUM
No. 67, s. 1979

REVISED POLICIES, RULES AND REGULATIONS GOVERNING THE
PAGLILINGKOD: BAGONG LIPUNAN PROGRAM

To: Bureau Directors
Regional Directors
Coordinator, State Colleges and Universities
Schools Superintendents

1. Attached is a copy of PBE Memorandum Circular No. 1, dated February 26, 1979, from the Office of the President regarding the Paglilingkod: Bagong Lipunan Program.
2. In view of the issuance of this Memorandum Circular, the memorandum of this Office dated March 2, 1979 suspending the rendition of such service by employees of this Ministry and actions on matters related to it, is hereby rescinded.

(SGD.) JUAN L. KANUE
Minister of Education and Culture

Incl.:
As stated

Reference:
Department Memorandum No. 139, s. 1977
Office Memorandum dated March 2, 1979

Allotment: 1-2-3-4--(D.O. 1-76)

To be indicated in the Perpetual Index
under the following subjects:

AMENDMENT ✓
EMPLOYEES ✓
POLICY ✓
RULES & REGULATIONS ✓
SERVICE ✓

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REPUBLIC OF THE PHILIPPINES
(OFFICE OF THE PRESIDENT OF THE PHILIPPINES)

PAGLILINGKOD: BAGONG LIPUNAN PROGRAM

PBL MEMORANDUM CIRCULAR NO. 1

PROMULGATING CONSOLIDATED REVISED POLICIES, RULES AND
REGULATIONS GOVERNING THE PAGLILINGKOD: BAGONG
LIPUNAN PROGRAM

I. GENERAL POLICY STATEMENT

WHEREAS, among the primary objectives of government in its program of integrated national development is to bring about a new social order characterized by improved conditions and quality of life of the people;

WHEREAS, this means that the government should be brought closer to the people in terms of more extensive information dissemination, more intensive extension of vital services, more expeditious transfer of technology and more comprehensive literacy campaign;

WHEREAS, the Paglilingkod: Bagong Lipunan Program was instituted under LOI 559 to help attain this objective by providing public servants the opportunity to get acquainted with the conditions now obtaining in the rural areas and thereby create in them an awareness of the needs and aspirations of the barangay people, and thus make them more effective in their role under the Program to assist hand in hand with the rural folk in achieving planned developmental changes and, in the process, stimulate leadership capabilities of barangay leaders and cultivate self-reliance among the barangay people;

WHEREAS, since the inception of the PBL Program in September 1977, there have been so numerous and varied issuances embodying rules, regulations and instructions governing the implementation of the program that there is now a need to update, harmonize and consolidate them.

WHEREFORE, the following consolidated rules and regulations are hereby promulgated:

II. IMPLEMENTING MECHANISM *

1. The Presidential Executive Assistant. - The Presidential Executive Assistant shall be the overall Administrator of the PBL Program. He shall lay down the policies and issue rules and regulations governing the Program and shall see that it is properly implemented.

* Chart attached as Annex A

2. Sub-Cabinet Committee. - The Sub-Cabinet Committee shall be composed of the following officials who shall, for purposes of this Circular, have general supervision over the regions indicated opposite their names:

Dep. Minister Marcos Albarracín	- Reg. VII
Dep. Minister Rogando Barquero	- Reg. II
Dep. Minister Jesus Aaurin	- Reg. VI
Dep. Minister Sylvia Artoz	- Reg. I
Dep. Minister Jose Cufí	- Reg. V
Dep. Minister Oscar Arriaga	- Reg. VIII
Dep. Minister Jose Benítez	- Reg. III
Dep. Minister Eber Canlas	- Reg. IV
Asst. Minister Jose Lavado, Jr.	- Reg. VIII
Asst. Minister Jorge Medina	- Reg. II
Asst. Minister Arnoldo Sacili	- Reg. I
REC Dir. Gregorio Cantafía (ex-officio member)	

Presidential Executive Assistant Jacobo S. Chave shall assume supervisory responsibility for Region I.

The Committee shall hold meetings at least once a month which shall be attended by the members personally and keep a record of its proceedings.

The Chairmanship of the Committee shall be for a term of not more than two years. It shall be rotated among the members in the order they are named above. Accordingly, the Chairmanship shall initially go to the Deputy Minister of Education and Culture effective as of January 1, 1979.

The Sub-Cabinet Committee shall formulate plans, programs, and strategies for the attainment of the objectives of the PBL Program in accordance with the policies, rules and regulations laid down by the Presidential Executive Assistant, institute a monitoring system that will give an as accurate a picture as possible of the performance of the PBL program, and issue implementing instructions to be known as PBL implementing instructions which shall be serially numbered.

As part of the monitoring system herein required, the Provincial Governors and City Mayors as Chairmen of the Provincial or City Rural Service Committees, shall submit quarterly reports of their activities and accomplishments in implementation of the PBL Program to the Sub-Cabinet Committee, through the Regional Rural Service Committee, within thirty (30) days after the end of each quarter.

The Sub-Cabinet Committee is hereby empowered to call upon any national or local government official for such assistance as it may need.



3. The National Rural Service Secretariat. - The Sub-Cabinet Committee shall be assisted by a National Rural Service Secretariat which shall be headed by the Deputy Minister for Community Development as Executive Director who shall organize his staff to be composed of personnel on detail on part-time or full-time basis from his and other offices.

The National Rural Service Secretariat shall serve as the administrative arm of the Committee. It shall see that all policies, rules and regulations laid down by the Presidential Executive Assistant and the implementing instructions of the Committee are disseminated to all concerned.

4. Regional Rural Service Committee. - There shall be a Regional Rural Service Committee composed of all Regional Directors of the different ministries, bureaus and offices in the region to be headed by the Presidential Regional Officer for Development (PROD). It shall have the following specific functions:

- a. Plan and program, in consultation with the Regional Development Council, the activities to be assigned to rural service workers in the region; and
- b. Coordinate and supervise the implementation of the plans and programs referred to above.

5. Regional Rural Service Secretariat. - The Regional Rural Service Committee shall be assisted by a Regional Rural Service Secretariat as its administrative arm with the Ministry of Local Government and Community Development Regional Director as Regional Executive Director who shall organize his staff to be composed of personnel on detail from his and other offices either on full-time or part-time basis.

6. Provincial/City Rural Service Committee. - There shall be a Provincial/City Rural Service Committee in every province/city composed of the Provincial Governor/City Mayor, as Chairman, and heads of all national offices in the province/city as members. The President of the Municipal Mayors League shall also be a member of the Provincial Rural Service Committee.

It shall have the following specific functions:

- a. Shall be responsible for the assignment of rural service workers reporting to it; and
- b. Assist the Regional Rural Service Committee in planning, coordinating and supervising the activities of rural workers in the province/city.

7. Provincial/City Rural Service Secretariat. - There shall be a Provincial/City Rural Service Secretariat which shall serve as the administrative arm of the Provincial/City Rural Service Committee. It shall be headed by the Provincial/City Development Officer as Provincial/City Rural Service Officer who shall organize his staff from personnel on detail from his and other offices either on full-time or part-time service.

8. Municipal Rural Service Committee. - There shall be a Municipal Rural Service Committee in every municipality composed of the Municipal Mayor as Chairman, and the members of the Municipal Development Council as members. The functions of the Municipal Rural Service Committee shall be similar to the functions of the Provincial Rural Service Committee except that it shall be limited to the confines of its jurisdiction.

9. Municipal Rural Service Secretariat. - The Municipal Rural Service Committee shall be assisted by a Municipal Rural Service Secretariat as its administrative arm to be headed by the Municipal Development Officer who shall organize his staff to be composed of personnel on detail from his and other offices either on full-time or part-time basis.

10. The planning and coordination of the program in the barangay shall be the joint responsibility of the Barangay Captain and the head teacher in the barangay.

III. WHO SHALL RENDER RURAL SERVICE

1. All employees in the government service, whether occupying positions in the Career or in the Non-Career Service, including contractual and emergency personnel with an appointment for at least one year or who may have served for at least one year, and those employed in government-owned or controlled corporations, and in all local governments, provincial, city, municipal and other political subdivisions shall render service on official time in the rural areas for a period of at least fifteen (15) days each calendar year, inclusive of Saturdays, Sundays and holidays.

2. All employees going on rural service under PDL Program shall undergo a medical check-up before departing for rural work, and the assignment of those who are found unfit shall be deferred.

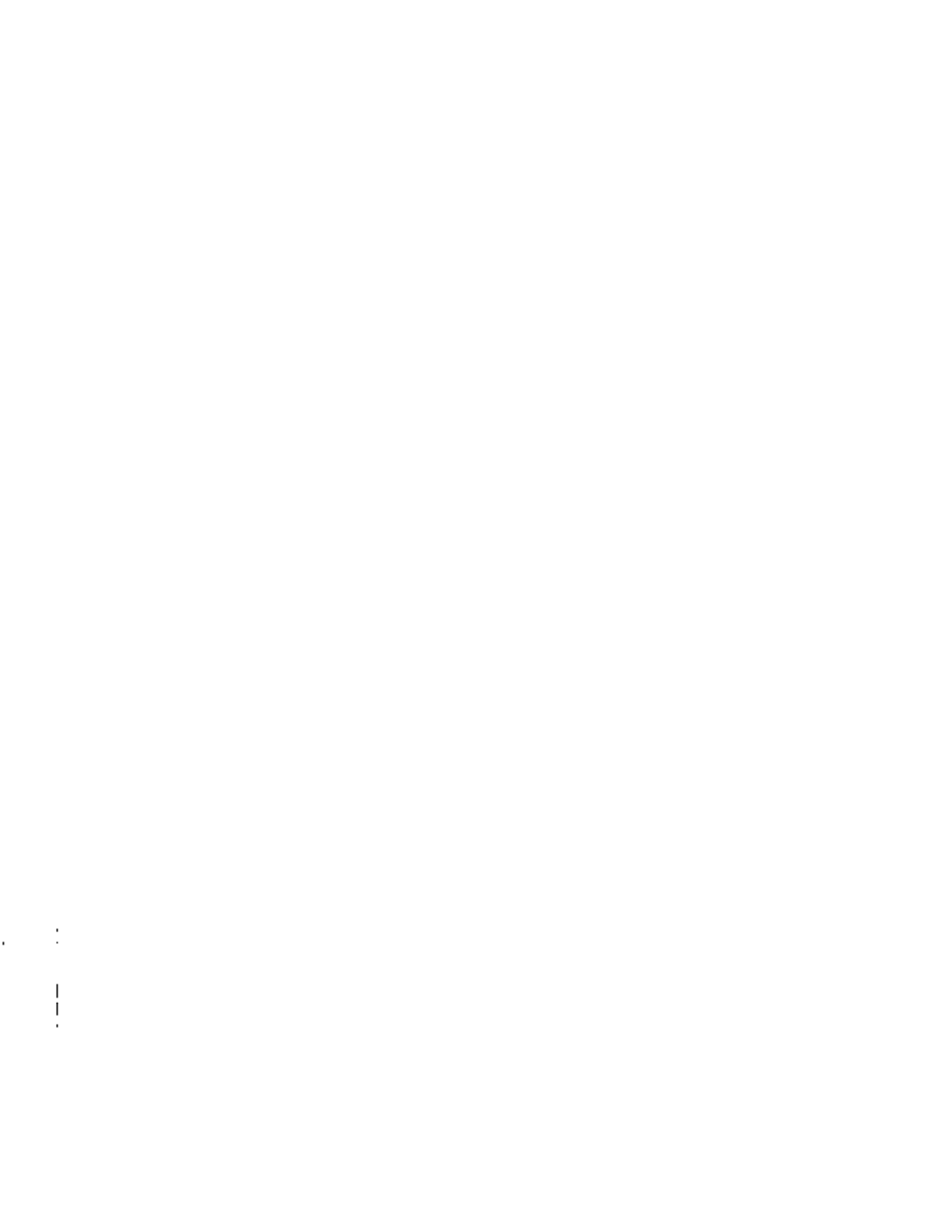
The medical officers in the various ministries, offices, bureaus and agencies of the government, including government-owned or controlled corporations, shall take charge of the medical examination and certification herein required. The certificate of unfitness for rural service by reason of health issued by the medical officer shall be understood as made under his oath as such and therefore any false certification shall be prosecuted against as an offense under the Civil Service Law and rules.

3. Exemptions. — The following are hereby exempted from rural service:

- a. In recognition of their continuous involvement in community work, public elementary school teachers and barangay high school teachers who are actually engaged in classroom teaching. The exemption herein granted, being a recognition of their community service, should serve as an arrangement for these teachers to pursue their community service.
- b. Military personnel of the Armed Forces of the Philippines and members of the Integrated National Police. They may, however, render voluntary rural service. Civilian employees of the Ministry of National Defense and the Armed Forces of the Philippines are not exempt from rendering rural service; however, those whose duties are such that they may not be temporarily dispensed with without prejudice to national security, may be granted exemption by the Presidential Executive Assistant upon recommendation of the Minister of National Defense.
- c. Those over 65 years of age.
- d. Trainees/scholars, whether in or out of the country, during the period of their training or scholarship.
- e. Citizens of foreign countries employed in or working for the government.
- f. Those on the family way.
- g. Those who are physically incapacitated as certified to by a government physician, during the period of incapacity.
- h. Those who are on official assignment or mission abroad, during the period of assignment or mission.
- i. Consultants, technical assistants and others who, by reason of the nature of their duties or of the exigencies of the service, may be accepted by the Presidential Executive Assistant.

4. Accreditation. — The following shall be considered as equivalent to the 15-day rural service:

- a. Poll service rendered without compensation in the registration of voters and during elections, referenda or plebiscites shall be considered as equivalent to the 15-day rural service herein required.



- b. Services as member of the Barangay Council, as Barangay Secretary/Treasurer, as Pook Leader, or as Executive Officer or member of the Barangay action group, provided that such service shall be certified by the Barangay Captain concerned and attested by the Chairman of the City or Municipal Rural Service Secretariat.
- c. Others as the Presidential Executive Assistant may accredit.

IV. AREAS OF PRL RURAL SERVICE

1. National government employees shall render rural service in barangays in their hometown designated by the Municipal Rural Service Committee, which shall give priority to depressed areas. Those who are natives of Metro Manila or whose hometowns are more than 200 kilometers from Manila, may select any province or city for rural service.

2. Female employees, who have minor children below five years of age or for certain valid personal or family reasons, may render rural service in a place where it is possible for them to return to their residence in the evening.

3. National government employees in regional offices shall render rural service within the region; provincial/city employees, within the province/city; and municipal employees, within the municipality.

4. Regional, provincial, city and municipal rural service committees shall strive to make distribution of rural service workers to the provinces, cities and municipalities as evenly as possible.

5. Local government employees in the national capital region (Metro Manila) shall render rural service within the region pursuant to the plans and programs which the Assistant for Administration to the Metro Manila Governor shall prepare. Female employees of the National Government working under paragraph (2) above, may also render rural service in the national capital region. Implementation and coordination of work on such plans and programs undertaken by rural service workers shall be the responsibility of the Metro Manila Rural Service Secretariat which shall prepare the quarterly report to the Sub-Cabinet Committee required in this Circular.

V. NATURE OF RURAL SERVICE

1. Municipal Rural Service Committees shall form teams of rural service workers reporting to them of not more than fifteen (15)-per team for assignment to specific planned projects in the barangay.

Each team shall be composed of workers with the needed expertise, skills or knowledge. The Barangay Captain shall assign with the team such number of barangay people as may be available to work with the team. The team shall be assigned to work on the operational BLISS program in the community and to other community developmental projects.

The members of the team shall continue to render rural service in the same barangay for three consecutive years adopting the barangay as their own, unless their task or project is completed sooner. They are also encouraged to return to the barangay from time to time, even if not on rural service, to visit or render such assistance as may be needed.

2. In barangays where no project plans have as yet been drawn up, the rural service workers shall have a schedule of daily activities including such community improvement undertakings as tree planting, truck gardening, and beautification and cleanliness activities; or engage in health and physical fitness programs which may include, for example, medical examination and advice by a physician or dietary instructions by a nutritionist who may be members of the team.

3. State colleges and universities may adopt their own rural service program to suit the convenience of the members of their faculties but without interrupting their classroom work subject to the approval of the Presidential Executive Assistant.

4. For the members of the judiciary, the Chief Justice of the Supreme Court shall design a rural service program that will not adversely affect the speedy administration of justice. Such a program shall be applicable to the administrative and clerical personnel of the judiciary, who shall render rural service under the provisions of this Memorandum Circular.

VI. GENERAL PROVISIONS

1. Government employees on rural service may not be recalled or given assignment by their respective offices unless with the prior approval by the Presidential Executive Assistant.

2. The annual 15-day rural service herein required shall be rendered on official time and employees shall be allowed payment in advance of their salary corresponding to the 15 days that they shall be on rural service. Said employees shall also be entitled to commutation of the money value of not more than 15 days vacation leave standing to their credit at the time of their rural service: Provided, however, that the following shall not be entitled to the commutation of leave herein authorized:

a. Employees receiving a monthly salary of more than P1,500.00;

- b. Employees rendering rural service in the Metro Manila Area;
 - c. National government employees rendering rural service in the provinces of Rizal, Bulacan, Cavite, Batangas, Laguna and Pangasinan, unless authorized by their Ministry Head upon sufficient proof that they are assigned to a remote rural service area to which they are not commuting from their place of work;
 - d. Local government employees rendering rural service in the municipality or city in which they are employed; and
 - e. Employees of regional offices of the various ministries, bureaus, and offices of the national government rendering rural service within the province or city where their regional offices are located.
3. Government employees who are retiring or resigning shall be required to render the 15-day rural service before the effectivity of such retirement or resignation.
4. For violation of any provision of this Circular or of the implementing instructions of the Sub-Cabinet Committee or any instructions or orders of the Regional, Provincial/City or Municipal Rural Service Committee, or any other irregularity committed in the implementation of the PRL Program, either by officials and employees involved in the administration of the Program, such as falsely certifying to the rendition of rural service by one who has not actually rendered such service, or by rural service workers, such as hiring someone to render the rural service for him, or inducing, with or without monetary consideration, the issuance of the required certification when no rural service has actually been rendered, shall be proceeded against in accordance with the Civil Service Law and rules or under any other applicable laws or rules.
5. The Provincial Governors, City and Municipal Mayors, and other local officials are all enjoined to give full support to the Program.

VII. REPEALING CLAUSE

All rules and regulations previously issued relative to the implementation of the PRL Program are hereby repealed or revoked.

VIII. ISSUANCES

Henceforth, there shall be only one issuance form peculiar to and distinctive of the PBL Program, namely, PBL Memorandum Circular; and only one signing authority for policy and regulatory pronouncements, the Presidential Executive Assistant.

IX. EFFECTIVITY

This PBL Memorandum Circular shall take effect immediately.

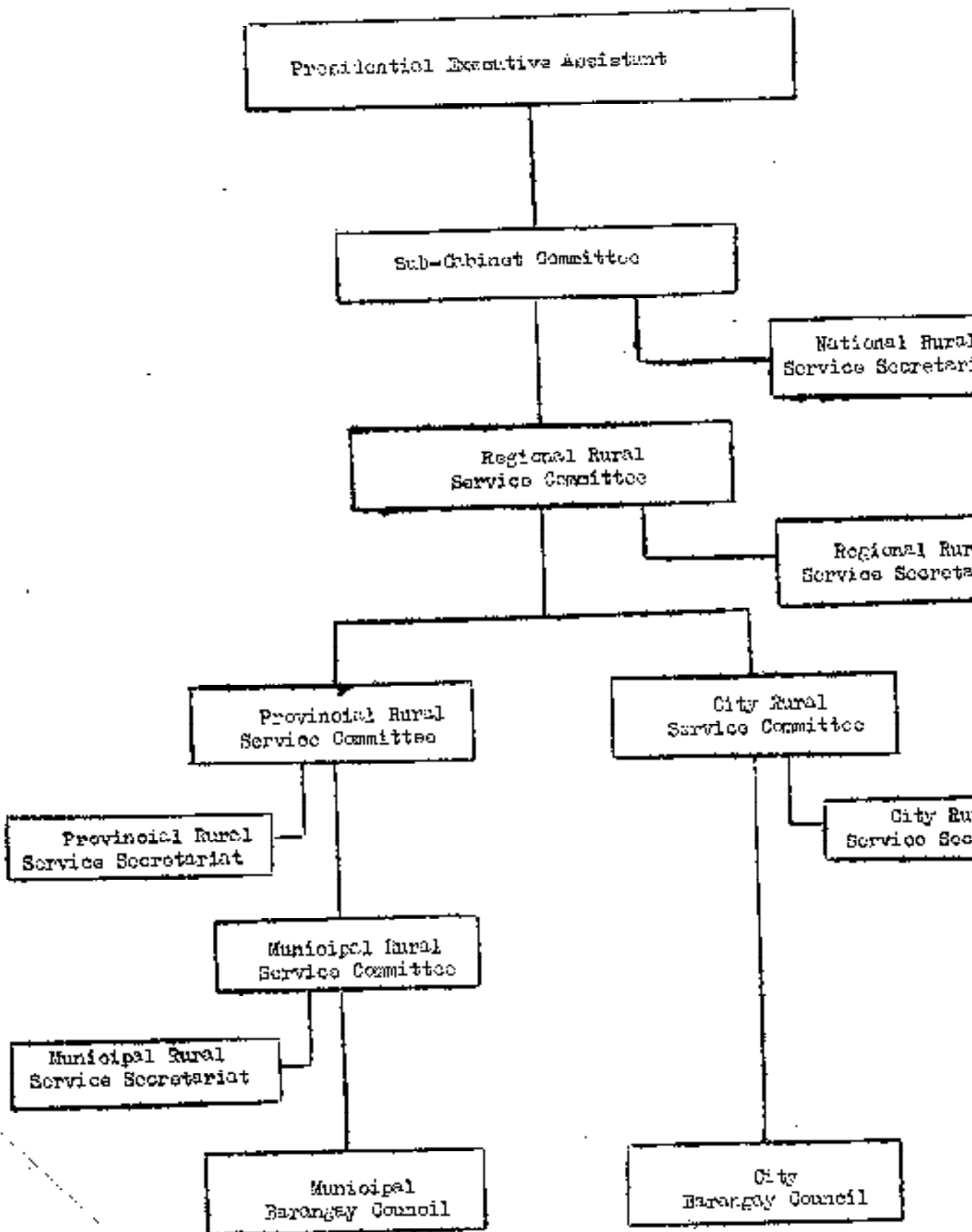
By authority of the President;

(SGP.) JACCHO C. CHAVE
Presidential Executive Assistant

Manila, February 26, 1970

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IMPLEMENTING MACHINERY - FBL PROGRAM



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