



**CONDUCT OF BARANGAY ASSEMBLY DAY
FOR THE SECOND SEMESTER OF CY 2019**

Memorandum Circular No: 2019-158
Date: 20 SEP 2019



1.0 BACKGROUND

Section 397 of Republic Act No. 7160 otherwise known as Local Government Code of 1991 requires that there shall be a barangay assembly composed of all persons who are actual residents of the barangay for at least six (6) months, fifteen (15) years of age or over, citizens of the Philippines, and duly registered in the list of barangay assembly members.

The Department issues memorandum circular every semester to remind the Punong Barangays on the conduct of the Barangay Assembly Day. For the past years, the specific dates in March and October are set by the MC issued by the Department on when the barangays are expected to conduct their respective barangay assemblies.

With the aim of ensuring widest participation to the barangay assembly, President Rodrigo Roa Duterte signed Proclamation No. 599 series of 2018 amending previous proclamations and declaring the Saturdays and Sundays of March and October of every year as barangay assembly days. Pursuant to the said Proclamation, all barangays shall hold their respective barangay assemblies for each semester on any of the aforesaid days.

2.0 LEGAL BASES

2.1 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; and

2.2 Proclamation No. 599 series of 2018, dated October 9, 2018, amends Proclamation No. 260 and declares the Saturdays and Sundays of March and October of every year as barangay assembly days.

3.0 SCOPE AND COVERAGE

All City and Municipal Mayors, Punong Barangays, Sangguniang Barangay Members, DILG Regional Directors and Field Officers, and all others concerned

4.0 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.

5.0 POLICY CONTENT

5.1 BARANGAY ASSEMBLY DAY PROPER

- 5.1.1 The Barangay Assembly Day for the 2nd semester of CY 2019 shall be conducted on any of the Saturdays or Sundays of October with the theme ***“BARANGAY MUNA: Nagkakaisang Barangay, Kaagapay ng Bansang Maunlad!”***
- 5.1.2 During the conduct of their respective barangay assembly day, every barangay is encouraged to discuss the following¹:
- 5.1.2.1 Deliver the State of Barangay Address (SOBA) highlighting the following:
- a) Accomplishments for the 1st Semester of CY 2019;
 - b) Financial Report for the 1st Semester of CY 2019;
 - c) Plans, programs and projects for CY 2019; and
 - d) Newly-enacted barangay ordinances
- 5.1.2.2. Inform the residents about the following national laws and issuances:
- a) RA 9003 or Ecological Solid Waste Management Act of 2000, which mandates the barangay on the segregation and collection of solid wastes and the creation of Barangay Ecological Solid Waste Management Committee (BESWMC);
 - b) Republic Act 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018;
 - c) Republic Act 11261 or the First Time Jobseekers Assistance Act;
 - d) Executive Order No. 70 series of 2018 re: Institutionalizing the Whole – of – Nation Approach in Attaining Inclusive and Sustainable Peace, Creating a National Task Force to End Local Communist Armed Conflict, and Directing the Adoption of a National Peace Framework;
 - e) Republic Act. 10361 or the Batas Kasambahay, which requires every employer to register all domestic workers under their employment in the Registry of Domestic Workers in the barangay;

¹ The PB may use the attached talking points to guide them during the discussion.

- f) DILG-DDB Joint Memorandum Circular 2018-01 pertaining to the functionality of the Barangay Anti – Drug Abuse Councils (BADACs);
- g) DILG Memorandum Circular No. 2014-81 re: Posting of Barangay Budget, Statement of Income and Expenditures and other Barangay Financial Transactions and Annual Procurement Plan;
- h) DILG Memorandum Circular 2019 – 121 re: Presidential Directive during the Nation Address to Clear Roads of Illegal Structures and Constructions;
- i) DILG Memorandum Circular 2019 – 129 re: Promotion of Organic Gardens in the Local Government Units;
- j) DILG Memorandum Circular No. 2019 – 130 re: Advocacy on the Prevention of Dengue and Other Mosquito – Borne Diseases; and
- k) DILG Memorandum Circular No. 2019 – 09 re: Observance of the Weekly Conduct of Clean-up relative to the Manila Bay Clean – up, Rehabilitation and Preservation Program (*for barangays in Manila Bay Watershed Area*).

5.1.2.3. Encourage the barangay residents to register to the barangays for the maintenance and updating of the registry of barangay inhabitants (RBIs).

5.1.2.4. Advocate the following:

- a) Protection of women, children, persons with disabilities and the elderly; and
- b) Anti – Corruption Campaign of the government (if viable, a video campaign, which can be downloaded from this link <https://youtu.be/mQ6THQn7dL0>, can be shown to the attendees)

5.1.3. The barangay assembly day can also serve as a venue wherein the barangay can discuss issues or concerns affecting the barangay, such as but not limited to: (a) social services; (b) peace and order and public safety; (c) disaster risk reduction and management; (d) environmental management; and (e) economic development. The inputs to be gathered can be used by the barangay in the crafting of barangay ordinances and resolutions, and in the formulation of plans, program, projects and activities.

5.2. PREPARATORY ACTIVITIES

5.2.1 Local Government Units (LGUs)

The LGUs are enjoined to undertake the following activities:

5.2.1.1. Barangay

- a) 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.
- b) 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.
- c) To increase attendance and reach a wider audience, all barangays are also encouraged to utilize the social media, particularly Facebook and Twitter, to inform and remind the residents of the activity.

5.2.1.2. City/Municipality

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

5.2.2. 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) using the hashtag #2ndsem2019BAD;
- 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 best practice in any of the following areas: (1) anti-drug abuse campaign; (2) solid waste management; (3) disaster risk reduction and management; (4) citizen's participation; and (5) peace and order programs;
- g) The name of the showcase barangay shall be submitted to NBOO, not later than September 27, 2019, using the following format:

REGION : _____

Prov/ HUC	C/M	Barangay	Best Practice	Time	Venue	Guests

- h) Ensure the attendance and participation to the Barangay Assembly of PNP, BFP and BJMP personnel assigned in the locality; and
- i) Cause the immediate dissemination of this issuance and provide technical assistance relative thereto.

5.3. MESSAGE OF SILG

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.

5.4. 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.

6.0 MONITORING AND SUBMISSION OF REPORTS AND OTHER REQUIREMENTS

- 6.1. The monitoring report on the compliance of the barangays to this Circular shall be submitted thru shared Google Drive which will be forwarded to the respective regional e-mail addresses.
- 6.2. The regional consolidated statistical report and the narrative report on the regional showcase barangay shall be submitted to NBOO not later than **November 29, 2019**.

7.0 ANNEXES

- 7.1 Tarpaulin Design
- 7.2 Program of Activities
- 7.3 Talking Points of Punong Barangay
- 7.4 SILG's Message

8.0 EFFECTIVITY

This Memorandum Circular shall take effect immediately.

9.0 APPROVING AUTHORITY


EDUARDO M. AÑO
Secretary



10.0 FEEDBACK

Inquiries concerning this document should be directed/addressed to National Barangay Operations Office (NBOO) through telephone numbers 925-1137 or local 4407 for appropriate action.



BARANGAY
LOGO

BARANGAY ASSEMBLY 2019

BARANGAY MUNA:
Nagkakaisang Barangay,
Kaagapay ng Bansang Maunlad!

IKA- NG OKTUBRE 2019

Makiisa! Makilahok! Makialam!

Barangay _____
City/Municipality of _____
Province of _____

BARANGAY ASSEMBLY DAY
October ____ , 2019

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*
3. Barangay issues and concerns (disaster preparedness,
solid waste management and other relevant issues..... *Barangay Official*
4. Open Forum*Barangay Secretary*
(Facilitator)
5. Closing Remarks..... *Barangay Official*

STATE OF BARANGAY ADDRESS (SOBA)

BRGY
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- Accomplishments for the 1st Semester of CY 2019;
- Financial Report for the 1st Semester of CY 2019;
- Plans, programs and projects for CY 2019; and
- Newly-enacted barangay ordinances

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL LAWS: RA 9003

BRGY
LOGO

- **Title:** Ecological Solid Waste Management Act of 2000
- **Objective of the Law:**
 - To provide a systematic, comprehensive and ecological solid waste management program to ensure the protection of the public health and environment
- **What to discuss?**
 - Organization of the BESWMC
 - Membership
 - Functions
 - Barangay policy on recycling and segregation
 - Location and purpose of materials recovery facility (MRF)
 - Schedule of garbage collection
 - Other environmental laws and ordinance
 - Schedule of weekly clean-up for barangay within Manila Bay Watershed Area

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL LAWS: RA 11032

BRGY
LOGO

- **Title:** Ease of Doing Business and Efficient Government Service Delivery Act of 2018
- **Objective of the Law:**
 - To make the process of starting and operating a business easier, and more efficient by simplifying the requirements and streamlining the procedures.
- **What to discuss?**
 - Citizen's Charter of the Barangay
 - Frontline Services
 - Business Hours
 - Public Assistance/Complaints Desk
 - Barangay clearance shall be applied, issued, and collected at the city/municipality.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL LAWS: RA 11261

BRGY
LOGO

- **Title:** First Time Jobseekers Assistance Act
- **Objective of the Law:**
 - To expand accessibility to government services and provide incentives to improve a first time jobseeker's access to employment
- **What to discuss?**
 - Waiver of fees and charges in the issuance of barangay clearance and barangay certification to first time job seekers. Provided, that such fee or charge is in paid in connection with the application for and the granting of licenses, proofs of identification, clearance, certificates or other documents usually required in the course of employment locally or abroad.
 - The benefit of wavering any fees and charges can only be availed once.
 - Barangay shall certify that the applicant is a first time job seeker.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL LAWS: RA 10361

BRGY
LOGO

- **Title:** Batas Kasambahay Law
- **Objective of the Law:**
 - To protect domestic workers and recognizing their special needs to ensure safe and healthful working conditions, promotes gender-sensitive measures in the formulation and implementation of policies and programs affecting the local domestic work.
- **What to discuss?**
 - Barangay Registration of Kasambahay
 - System to rescue and rehabilitate those who are abused or exploited domestic worker

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL LAWS: Executive Order No. 70 s. of 2018

BRGY
LOGO

- **Title:** Institutionalizing the Whole – of – Nation Approach in Attaining Inclusive and Sustainable Peace, Creating a National Task Force to End Local Communist Armed Conflict, and Directing the Adoption of a National Peace Framework
- **Objective of the Law:**
 - To end all armed threats in the Philippines and recognize that internal socio – political stability rests upon healing of rifts that divide the nation by promoting participatory governance, synergy of government development efforts and enhancing participation of LGUs
- **What to discuss?**
 - Roles of the barangay (pursuant to DILG MC issued MC 2019 – 125 re: Guidelines for the Local Government Units)
 - Take and active roles in the implementation of the Retooled Community Support Program (RCSP)
 - What is RCSP?
 - Ensure social preparation and participation of the community in all phases of the RCSP implementation
 - Ensure delivery of services and inclusion of the policies, programs, projects, services and activities in the local plans based on the identified solutions by the members of the affected communities
 - Provide relevant feedback and recommend measure to C/M Task Force on the risks and opportunities surrounding the implementation of the RCSP
 - Take the lead in citizenship building and community participation to guarantee sustainability of RCSP implementation

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL POLICIES: DILG – DDB JMC 2018 -01

BRGY
LOGO

- **SUBJECT:** Implementing Guidelines on the Functionality and Effectiveness of Local Anti-Drug Abuse Councils
- **Objective of the Law:**
 - To protect domestic workers and recognizing their special needs to ensure safe and healthful working conditions, promotes gender-sensitive measures in the formulation and implementation of policies and programs affecting the local domestic work.
- **What to discuss?**
 - Organization and membership of BADACs
 - Result of this year's BADAC Functionality Assessment
 - Special programs or services of the barangays in relation to the campaign against illegal drugs

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL POLICIES: DILG MC 2014-81

BRGY
LOGO

- **SUBJECT:** Posting of Barangay Budget, Statement of Income and Expenditures and other Barangay Financial Transactions and Annual Procurement Plan
- **Objective of the Law:**
 - To adhere to the highest ideals and standards of transparency and accountability by posting in conspicuous areas in the barangay premises the important financial documents.
- **What to discuss?**
 - Location where the Barangay Full Disclosure board is posted
 - Location of the three (3) conspicuous places
 - Process of providing the public copies of financial transactions in relation to Freedom of Information Act.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL POLICIES: DILG MC 2019 - 121

BRGY
LOGO

- **SUBJECT:** Presidential Directive during the Nation Address to Clear Roads of Illegal Structures and Constructions
- **Objective of the Law:**
 - To provide guidelines in the implementation of the President's directive to reclaim public roads which are being used for private ends and in the process, get rid of illegal structures and constructions and rehabilitate all recovered roads by placing street names, street lights among others.
- **What to discuss?**
 - Policy of the barangay and city/municipality in accordance to this policy.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL POLICIES: DILG MC 2019 - 129

BRGY
LOGO

- **SUBJECT:** Promotion of Organic Gardens in the Local Government Units
- **Objective of the Law:**
 - To establish organic gardens to address concerns on food security, environment, health and wellness and poverty alleviation
- **What to discuss?**
 - Location of the "Gulayan sa Barangay", if available
 - In the absence of the "Gulayan", discuss plans or proposal to comply with this directive.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

NATIONAL POLICIES: DILG MC 2019 - 130

BRGY
LOGO

- **SUBJECT:** Advocacy on the Prevention of Dengue and other Mosquito – Borne Diseases
- **Objective of the Law:**
 - To ensure that LGUs comply with the DOH's Enhanced 4s Strategy against dengue and other mosquito borne diseases, as well as, encourage them to introduce mechanisms to prevent and control the spread of virus.
- **What to discuss?**
 - DOH Enhanced 4S Strategy
 - Conduct of the 4 o'clock Habit para Deng-Get Out by getting rid of stagnant water and other mosquito – breeding sites, and conducting measures to prevent water stagnation, everyday at 4:00pm

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)

ADVOCACY ON PROTECTION AGAINST TRAFFICKING IN PERSONS

BRGY
LOGO

- **Remind the residents on 10 DON'Ts to Avoid Illegal Recruitment and to prevent from being Trafficked**
- 1. **DON'T** apply at recruitment agencies **NOT** licensed by the POEA.
- 2. **DON'T** transact with licensed agencies without accredited job orders.
- 3. **DON'T** transact with any person who is not an authorized representative of a licensed agency.
- 4. **DON'T** transact business outside the registered address of the licensed agency. If recruitment is done in the province, check if the agency has a **SPECIAL RECRUITMENT AUTHORITY (SRA)**, or ask the local Labor PESO (Provincial Employment Service Officer) of your province.
- 5. **DON'T** pay more than the allowed placement fee. It should be equivalent to **ONE MONTH SALARY**, exclusive of document and processing costs.
- 6. **DON'T** pay any fee unless you have a valid employment contract and ask for an official receipt.
- 7. **DON'T** be enticed by ads or brochures requiring you to reply to a **POST OFFICE (P.O.) BOX** and to enclose payment for application forms and processing of papers.
- 8. **DON'T** transact with Training Centers, Travel Agencies or Foundations who promise overseas employment;
- 9. **DON'T** Accept Tourist and/or Visitors' visas; and
- 10. **DON'T** deal with **FIXERS**.

2nd Semester of 2019 BARANGAY ASSEMBLY DAY (PB's talking points)