



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
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<http://www.dilg.gov.ph>

September 20, 2017

**MEMORANDUM CIRCULAR**

**NO. 2017-123**

**TO : 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 2017**

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**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 the barangays on the activities to be undertaken before, during and after the barangay assembly day. Further, it enjoins all LCEs and directs the DILG Field Officers to ensure compliance and maximum participation of all barangays in their areas of jurisdiction.

**C. BARANGAY ASSEMBLY DAY PROPER**

The Barangay Assembly Day for the Second Semester of CY 2017 is set on October 8, 2017, with the theme *“Nagkakaisang Barangay: Lakas ng Kampanya Kontra sa Iligal na Droga, Krimen at Katiwalian. Makiisa! Makilahok! Makialam!”*

On the assembly day, every barangay is enjoined to undertake the following activities:

1. Deliver the State of Barangay Address (SOBA), with emphasis on: (a) Accomplishments for the 1st Semester of CY 2017; (b) Financial Report for the 1st Semester of CY 2017, including the utilization of the Sangguniang Kabataan Funds for FY 2017; (3) Updates on CY 2017 programs and projects.
2. Discuss barangay compliance on national laws and issuances such as:

- a) DILG Memorandum Circular No. 2014-81 or the Barangay Full Disclosure Policy;
  - b) Anti-illegal drug laws and related issuances, particularly:
    - DDB Board Regulation No. 3 Series of 2017 and DILG MC 2017-58 “Strengthening the Implementation of Barangay Drug Clearing Program” specifically on the (a) Activation of BADAC Auxiliary Teams (b) Organization of House Clusters (c) Establishment of Rehabilitation Referral Desk and (d) Designation of Duty Officer.
    - DILG-MC No. 2017-112, dated August 29, 2017, or the Revised Guidelines on the Implementation of Mamamayang Ayaw sa Anomalya, Mamamayang Ayaw sa Ilegal na Droga (MASA MASID) Program.
  - c) DILG MC 2013-61 in relation to 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.
  - d) Laws which relate to the protection of women and children, particularly RA No. 9208 as amended by RA No. 10364 or the “Expanded Anti-Trafficking in Persons Act of 2012”.
3. Discuss issues affecting the barangay, such as but not limited to (a) peace and order; (b) disaster preparedness; and (c) solid waste management.

#### **D. PREPARATORY ACTIVITIES**

1. The LGUs are enjoined to undertake the following activities:
  - a) Barangay
    - Undertake appropriate 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.
  - b) City/Municipality
    - Ensure compliance and maximum participation in the said undertaking of all barangay officials in their respective jurisdictions.
    - 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.

## 2. DILG Field Offices

All DILG Regional Directors and the ARMM Regional Governor 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) Provide the concerned local chief executives particularly the Punong Barangay with a copy of Barangay Assembly tarpaulin<sup>1</sup> design and the suggested Programme of Activities<sup>2</sup>;
- c) Ensure compliance thereof by the local government units (LGUs) within their respective jurisdictions;
- d) Be available for television and radio guestings and print interviews to discuss the conduct of barangay assembly;
- e) Identify one (1) barangay in your jurisdiction preferably showcasing the following: (1) Revitalized BADAC particularly with Committees on Operations and Advocacy and BADAC Auxiliary Team; (2) MASA MASID Team; (3) Allocated a substantial portion of barangay's annual budget for anti-illegal drugs programs, projects and activities; (4) Organized house clusters (5) Established Rehabilitation Referral Desk with designated Duty Officer and (6) Not included in the list of drug affected barangays of PDEA.

The name of the showcase barangay shall be submitted not later than **September 30, 2017**, using the following format.

Region	Province/ HUC	Barangay	Time	Venue	Guests

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

### E. OIC's MESSAGE

The OIC's message/address<sup>3</sup> to the barangay shall be delivered by the Regional Director or his/her authorized representative for showcase barangays and by the Punong Barangay for the non-showcase barangays.

<sup>1</sup> Annex "A" Prescribed Barangay Assembly Tarpaulin.

<sup>2</sup> Annexes "B" and "C" Suggested Programme of Activities for Showcase and Non-showcase Barangay.

<sup>3</sup> Annex "D" OIC's Message.

## 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.



## G. REPORTING:

The regional consolidated statistical report and the narrative report on the regional showcase barangay shall be submitted, not later than **November 15, 2017**.

The statistical report shall be submitted thru google drive application at [barangayassembly@gmail.com](mailto:barangayassembly@gmail.com).

For compliance and guidance of all concerned.

  
CATALINO S. CUY *in*  
Officer-in-Charge, DILG *y*

   
DILG-OSEC 07012016-12952

**NAGKAKAISANG BARANGAY:  
LAKAS NG KAMPANYA KONTRA SA ILIGAL NA DROGA, KRIMEN AT KATIWALIAN**

**MAKIALAM! MAKILAHOK! MAKIISA!**

(Proclamation No. 260 dated September 30, 2011)

**BARANGAY ASSEMBLY DAY**

**Linggo, Ika-8 ng Oktubre 2017**



Annex "B" Proposed Program for Showcase Barangay

Barangay \_\_\_\_\_  
 City/Municipality of \_\_\_\_\_  
 Province of \_\_\_\_\_

**BARANGAY ASSEMBLY DAY**  
**October 8, 2017**

***"Nagkakaisang Barangay Lakas ng Kampanya Kontra sa Ilegal na Droga, Krimen at Katiwalian! Makiisa! Makilahok! Makialam!"***

***PROGRAMME***

**PART I: Preliminaries**

Invocation.....	<i>Preferably UBAS Rep.</i>
Anthem.....	<i>AVP/Barangay Staff</i>
Opening Remarks.....	<i>Punong Barangay</i>
Messages.....	<i>Guests</i>
Reading of SILG's Message to the Barangay.....	<i>DILG Regional Director</i>

**PART II: Barangay Assembly Day Proper**

1. State of Barangay Address (SOBA).....	<i>Punong Barangay</i>
2. Updates on CY 2017 Programs and Projects of the barangay.....	<i>Punong Barangay/ Committee Chair</i>
3. Update on the Status of the Utilization of SK Funds .....	<i>Chair, TFYD</i>
4. Barangay compliance to national laws and issuances.....	<i>C/MLGOO</i> <small>(Ex. DILG MC 2014-81; DDB Regulation No. 3 S. 2017; DILG MC Nos. 2017-112; DILG MC 2013-61 in relation to RA 10361 and RA 9208 as amended by RA 10364)</small>
5. Barangay issues and concerns.....	<i>Punong Barangay</i>
6. Open Forum .....	<i>Barangay Secretary (Facilitator)</i>
7. Closing Remarks.....	<i>Punong Barangay</i>

## Annex "C" Proposed Program for Non-showcase Barangay

Barangay \_\_\_\_\_  
 City/Municipality of \_\_\_\_\_  
 Province of \_\_\_\_\_

**BARANGAY ASSEMBLY DAY**  
**October 8, 2017**

***"Nagkakaisang Barangay Lakas ng Kampanya Kontra sa Ilegal na Droga, Krimen at Katiwalian! Makiisa! Makilahok! Makialam!"***

***PROGRAMME***

**PART I: Preliminaries**

Invocation.....	Preferably UBAS Rep.
Anthem.....	AVP/Barangay Staff
Opening Remarks.....	Punong Barangay
Messages.....	Guests
Reading of SILG's Message to the Barangay.....	DILG Field Officer/PNP/BFP BJMP/Punong Barangay

**PART II: Barangay Assembly Day Proper**

1. State of Barangay Address (SOBA).....	Punong Barangay
2. Updates on CY 2017 Programs/Projects of the barangay.....	PunongBarangay/ Committee Chair
3. Update on the Status of the Utilization of SK Funds.....	Chair, TFYD
4. Barangay compliance on national laws and issuances..... <small>((Ex. DILG MC 2014-81; DDB Regulation No. 3 S. 2017; DILG MC Nos. 2017-112; DILG MC 2013-61 in relation to RA 10361; and RA 9208 as amended by RA 10364)</small>	Sangguniang Barangay
5. Barangay issues and concerns.....	Sangguniang Barangay Member
6. Open Forum .....	Barangay Secretary (Facilitator)
7. Closing Remarks.....	Punong Barangay

***"Nagkakaisang Barangay Lakas ng Kampanya Kontra sa Iligal na Droga, Krimen, at Katiwalian! Makiisa! Makilahok! Makialam!"***

Draft OIC, DILG Address to the Barangay  
Barangay Assembly Day for the 2nd Semester of 2017

**October 8, 2017**

- Sa Punong Barangay, mga Kagawad, mga opisyaes ng pamahalaang lokal, at mga aktibong mamamayan, isang mapagpalayang araw sa inyong lahat.
- Binabati ko ang ating butihing punong barangay sampu ng kanyang mga kagawad sa pagpapahalaga sa boses ng mga mamamayan sa pamamagitan ng pagsasagawa ng barangay assembly.
- Nagpapasalamat din ako sa mga aktibong residente na dumalo sa pagtitipong ito. Ang inyong paglahok sa ating asembliya ay isang magandang halimbawa ng inyong pakikiisa sa mga gawain at programa ng barangay.
- Napakahalaga ng papel na ginagampanan ng barangay sa pangkalahatang pagkilos upang matiyak ang tagumpay ng ating laban kontra droga sa bawat komunidad.
- Kaya naman, sa pagpasok ng taong 2017, kasabay ng pina-igting na kampanya laban sa illegal na droga ay ang pagbababago ng ating mga estratehiya.
- Ang laban sa illegal na droga ay binaba natin sa antas ng barangay sa pamamagitan ng pagsasagawa "Barangay Drug Clearing Program" na naglalayon na linisin ang mga barangay mula sa illegal na droga.
- Kaugnay nito, noong ika 14 ng Pebrero 2017, ang Dangerous Drugs Board ay nagpalabas ng DDB Board Regulation No. 3, S. 2017.
- Kabilang sa mga alintutunin ng DDB Board Regulation No. 03 para sa mga barangay ay ang sumusunod:
  - pagbuo ng Barangay Anti-Drug Abuse Council
  - pag-oorganisa ng BADAC Auxiliary Teams



- pag-oorganisa ng House Clusters o grupo ng mga kabahayan para magmatyag at ireport ang mga nagaganap sa kanilang kapaligiran;
  - pagtatayo ng tinatawag na Rehabilitation Referral Desk at pagtatalaga ng tatao ditto upang
  - pag-uulat ng mga mahahalagang impormasyon sa PNP at C/MADAC upang maging batayan sa paggawa ng watch-list ng mga drug personalities
  - paglalaan ng sapat na halaga mula barangay annual budget para sa pagpapatupad ng mga programa kontra illegal na droga.
- Napakahalaga ng pagkakaisa ng mga mamamayan upang maisakatuparan at magampanan ng barangay ang mga mandato sa nasabing DDB Board Regulation.
  - Bilang suporta sa anti-illegal drug campaign, maari po kayong maging boluntaryong miyembro ng BADAC Auxiliary Team o maging Cluster Leader na siyang makakatulong ng ating mga barangay sa pagkalap ng impormasyon tungkol sa mga kahinahinalang gawain na nangyayari sa loob ng barangay.
  - Ang ating pamahalaan po ay nagtiyak ng mga mekanismo na magbibigay proteksyon sa mga mamamayang magbibigay ng impormasyon ukol sa mga personalidad at mga iligal na gawain. Ang inyong kaligtasan ay prayoridad ng ating mga kinauukulan.
  - Susi sa adhikain ng Administrasyong Duterte ang isang bansang mapayapa, may pagkakaisa ng mga barangay at may ibayong kooperasyon ang mga mamamayan nito.
  - Kinikilala ng Administrasyong ito ang hindi matatawarang ambag ng ating mga barangay sa patuloy na pagsulong ng bansa.
  - Nawa'y maging makahulugan at produktibo ang inyong *Barangay Assembly*. Ang inyong DILG ay kasama ninyo sa isang pagpupunyagi sa kahalagahan ng barangay sa ating lipunan.
  - Maraming salamat po at magandang araw na muli!
  - Mabuhay ang mga barangay.

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