

Republic of the Philippines

Department of the Interior and Local Government



“Building Peaceful and Safe Communities Through Effective Local Governance”

FOREWORD

*T*his Primer was produced with the end in view of enlightening our people on what the Department of the Interior and Local Government (DILG) is all about.

For years, requests from students, researchers, professionals, foreign visitors and the general public, for information about the DILG, its agencies, bureaus and offices, continue to swarm the Department. We can only do so much through briefings which are oftentimes handled by concerned offices.

Through this Primer, we hope to provide our clientele and the general public with basic facts and information on the history, vision, mission and functions of the Department and the various offices under it, as well as the present programs and projects being pursued in line with the thrusts of the present administration.

Moreover, we hope to inform our people about the services the Department can offer them in the best tradition of public service.

Office of Public Affairs

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BRIEF HISTORY

The roots of the present Department of the Interior and Local Government (DILG) can be traced to the old Department of the Interior during the Philippine revolution of 1897.

On March 22, 1897, leaders of the Katipunan led by their Supremo, Andres Bonifacio, met at Tejeros, Cavite in what is known in Philippine history as the Acta de Tejeros or the Tejeros Convention.

In that convention, a revolutionary government was established where officials of the newly-formed government, were elected with General Emilio Aguinaldo as President and Andres Bonifacio as Director or Secretary of the Department of Interior. Bonifacio, however, did not assume the post following a controversy over his qualification and educational attainment.

During the Naic Assembly on April 17, 1897, President Aguinaldo formed his cabinet and appointed Pascual Alvarez as Interior Director or secretary vice Bonifacio. The Interior Department that was created in the Tejeros Convention and carried over to the Naic Assembly was later enshrined in the Biak-na-Bato Constitution as well as the Malolos Constitution.

Through the years, as the struggle for Philippine Independence and self-government continued, the Interior Department has become a premier office of the government tasked with various functions ranging from supervision over local units, forest conservation, public instructions, control and supervision over the police, counter-insurgency, to rehabilitation, community development and cooperatives development.

5 PRIMER

During the Japanese occupation (1941-1945), the Department of Interior was renamed Ministry of Home Affairs. The old Department of Interior was twice abolished – in 1941 and 1950.

After its abolition in 1950, the DI functions were transferred to the Civil Affairs Office under the Office of the President. Later, on January 6, 1956, the Presidential Assistant on Community Development (PACD) was created.

The Department was restored on November 7, 1972 with the creation of the Department of Local Government and Community Development (DLGCD). A few years later, the DLGCD was reorganized and renamed to Ministry of Local Government (MLG) and later as the Department of Local Government (DLG).

On December 13, 1990, Republic Act 6975 was signed into law. The law, which took effect January 1, 1991, created the Philippine National Police, the Bureau of Fire Protection, Bureau of Jail Management and Penology, the Philippine Public Safety College and the Local Government Academy under the reorganized Department of the Interior and Local Government (DILG).

The new DILG also merged the National Police Commission (Napolcom), and all the bureaus, offices and operating units of the former DLG under Executive Order No. 262. The passage of RA 6975 paved the way for the union once again of the local governments and the police force after more than 40 years of separation. The enactment of RA 6975 has also placed the Department in its rightful place in history.

VISION AND MISSION

VISION

The Department is the primary catalyst for excellence in local governance that nurtures self-reliant, progressive, orderly, safe and globally-competitive communities sustained by God-centered and empowered citizenry.

MISSION

The Department shall promote peace and order, ensure public safety and strengthen capability of local government units through active people participation and a professionalized corps of civil servants.

POWERS AND FUNCTIONS

The Department shall perform the following functions:

- ▶ Assist the President in the exercise of general supervision over local government units;
- ▶ Advise the President in the promulgation of policies, rules, regulations and other issuances on the general supervision over local government units and on public order and safety;
- ▶ Establish and prescribe rules, regulations and other issuances implementing laws on public order and safety, the general supervision over local governments and the promotion of local autonomy and community empowerment and monitor compliance;
- ▶ Provide assistance in the preparation of national legislation affecting local governments, law enforcement and public safety;
- ▶ Establish and prescribe plans, policies, programs and projects to promote peace and order, ensure public safety and further strengthen the administration, technical and fiscal capabilities of local government offices and personnel;
- ▶ Formulate plans, policies and programs which will meet local emergencies arising from natural and man-made disasters;
- ▶ Establish a system of coordination and cooperation among the citizenry, local executives and the Department, to ensure effective and efficient delivery of basic services to the public;
- ▶ Organize, train and equip primarily for the performance of police functions, a police force that is national in scope and civilian in character.

ORGANIZATIONAL STRUCTURE

*T*he DILG is divided into two major functional sectors: the Interior and the Local Government Sector.

The Interior Sector is composed of the National Police Commission (Napolcom), the Philippine National Police (PNP), Bureau of Fire Protection (BFP), Bureau of Jail Management and Penology (BJMP), and the Philippine Public Safety College (PPSC).

The Napolcom has branch offices at the regional level, while the PNP and BFP have also their respective regional offices and a network of provincial, city and municipal police offices and fire stations. The BJMP has also its regional offices and supervises the city, municipal and district jails.

On the other hand, the PPSC operates the Philippine National Police Academy (PNPA), The Police National Training Institute (PNTI), the Fire National Training Institute (FNTI), the National Police College (NPC), and the Jail National Training Institute (JNTI).

The Local Government Sector, on the other hand, is composed of the following bureaus, offices and support services: Bureau of Local Government Supervision (BLGS); Bureau of Local Government Development (BLGD); National Barangay Operations Office (NBOO); Office of Project Development Services (OPDS); Office of Public Affairs (OPA); Local Government Academy (LGA); and Planning, Financial Management, Legal, Electronics Data Processing and Administrative Services. The LG Sector has also offices at the regional, provincial, city and municipal levels.

FUNCTIONS OF THE INTERIOR AND LOCAL GOVERNMENT SECTORS

INTERIOR SECTOR

► **NATIONAL POLICE COMMISSION**

*T*he Napolcom exercises administrative control over the Philippine National Police and advises the President on all matters involving police functions and administration.

It has the following offices: Commission Proper, Planning and Research Service, Personnel and Administrative Service, Legal Service, Inspection Monitoring and Investigation Service, Crime Prevention and Coordination Service, Installations and Logistics Service and Financial Service.

► **PHILIPPINE NATIONAL POLICE**

*T*he PNP enforces all laws and ordinances relative to the protection of lives and properties, maintains peace and order and takes all necessary steps to ensure public safety.

The PNP has several Directorial Staffs, namely:

- Directorate for Personnel and Records Management
- Directorate for Intelligence
- Directorate for Operations
- Directorate for Investigation and Detective Management
- Directorate for Logistics
- Directorate for Human Resource and Doctrine Development
- Directorate for Comptrollership
- Directorate for Plans
- Directorate for Police Community Relations
- Directorate for Research and Development

The PNP also has National Support Units composed of :

- Logistic Support Service
- Finance Service
- Health Service
- Communications and Electronics Service
- Chaplain Service
- Legal Service
- Headquarters Support Service
- Engineering
- Crime Laboratory
- Aviation Security Group
- Special Action Force
- Traffic Management Group
- Police Community Relations Group
- Intelligence Group
- Police Security and Protection
- Maritime
- Civil Security
- Criminal Investigation and Detection Group

► **BUREAU OF FIRE PROTECTION**

*T*he BFP is tasked in the prevention and suppression of all destructive fires; enforcement of the Fire Code; investigation of all causes of fires and filing the proper complaint.

The BFP has different functional divisions:

Administrative; Human Resource Management; Financial Management; Plans and Programs; Intelligence and Investigation; Fire Safety and Enforcement; Logistics and Supply Management.

Support Units and Offices include: Finance Service; Electronic Data Processing; Medical and Dental; Headquarters Support Service Unit; Special Rescue Unit; Forest Fire Protection Office; Transport Fire Protection Office; Human Handling Office; Fire Science and Technology Office; Communication and Electronics; and Arson Laboratory Unit.

The BFP also has regional offices nationwide.

► **BUREAU OF JAIL MANAGEMENT AND PENOLOGY**

*T*he BJMP exercises supervision and control over all city and municipal jails. The provincial jails, on the other hand, are under the supervision of the provincial governments.

It has a Command Group composed of the Chief, BJMP; Deputy Chief for Administration; Deputy Chief for Operation; and Chief of Directorial Staff. It has also a Directorial Staff Group composed of the Directorate for Human Resource and Records Management; Directorate for Operations; Directorate for Logistics; Directorate for Comptrollership; Directorate for Program Development; and Directorate for Intelligence, Inspection and Investigation. And a Special Staff Group composed of the Office of Legal Services; General Services; Accounting Services; Finance Services; Supply Accountable Officer; Internal Audit; Chaplaincy; Community Relations; Information and Communications Technology; Health and NESJO.

► **PHILIPPINE PUBLIC SAFETY COLLEGE**

*T*he PPSC formulates and implements training programs for the personnel of the PNP, Fire and Jail bureaus.

Constitutive Training Agencies:

- National Police College in Makati City
 - Philippine National Police Academy in Silang, Cavite
 - Police National Training Institute in Calamba, Laguna
 - Fire National Training Institute in Calamba, Laguna
 - Jail National Training Institute in Bicutan, Taguig
 - National Criminalistics Research and Training Institute
- PPSC has Regional Training Schools in Luzon, Visayas and Mindanao

LOCAL GOVERNMENT SECTOR

► **BUREAU OF LOCAL GOVERNMENT DEVELOPMENT**

*T*he BLGD establishes and prescribes plans, policies, programs and standards and provides technical assistance to strengthen the administrative, fiscal and technical capabilities of local government units and personnel.

Divisions under BLGD: Local Fiscal Resource Development; Local Administration Development; and Local Development Planning

► **BUREAU OF LOCAL GOVERNMENT SUPERVISION**

*T*he BLGS advises and assists the Secretary in the exercise of the power of general supervision of the President over local government units, particularly in the formulation and implementation of national laws, policies, and standards concerning local government operations and their personnel.

The Bureau has four divisions, namely: Policy Development and Research Division; League Administrative Division, Local Administrative Division; and General Affairs Division

► **NATIONAL BARANGAY OPERATIONS OFFICE**

*T*he NBOO is responsible for the formulation of policies, plans and programs that will promote community and citizens participation as well as initiate projects on barangay development strategies and approaches.

The Bureau has the following divisions: Research and Project Development Division, Barangay Enhancement and Development Division, and Institutional Linkages and Networking Development Division.

► **OFFICE OF PUBLIC AFFAIRS**

The OPA is responsible for the formulation and implementation of plans, programs and projects on public information and communication, public assistance and in the modernization and maintenance of a Department-wide telecommunications systems.

It has three divisions, namely: Public Information Division, Public Assistance Division and Telecommunications Division.

► **OFFICE OF PROJECT DEVELOPMENT SERVICE**

The OPDS is responsible for the formulation of innovative approaches and strategies designed to promote technical capabilities of local governments.

It has two divisions: Project Development; and Project Monitoring and Evaluation.

Support Services

► **PLANNING SERVICE**

The PS is responsible for providing the Department with efficient and effective service relating to planning, programming, research and statistics.

It has three divisions: Planning and Programming, Monitoring and Evaluation, and Research and Statistics

► **FINANCIAL MANAGEMENT SERVICE**

The FMS is responsible for providing the Department with efficient and effective staff advice and assistance on budgetary, financial and management improvement matters. It has three divisions: Accounting, Budget and Management Divisions.

▶ **ELECTRONIC DATA PROCESSING SERVICE**

The EDPS is responsible for providing the Department with adequate and up-to-date data and management information inputs, including monitoring of all field operations, to serve as basis for effective planning, management and control, policy formulation and decision-making.

It has three divisions: Systems Development Division, Monitoring and Data Processing Division and Technical Support Division.

▶ **LEGAL SERVICE**

The LS is tasked to provide the Department with efficient and effective legal counseling services, assistance to the Secretary in the review or determination of subordinate bodies/agencies, collaboration with the Solicitor General in handling cases affecting the Department, and investigation of administrative cases involving department personnel and local officials.

It is composed of the following divisions: Appellate Division, Law Division, and Trial and Investigation Division.

▶ **ADMINISTRATIVE SERVICE**

The AS is responsible for providing the Department with efficient and effective services relative to human resource development, personnel, records, supplies/equipment, general services, employee welfare, security, custodial work and other kinds of services not related to other services previously mentioned.

It has three divisions: General Services, Civil Security and Personnel Divisions.

► **LOCAL GOVERNMENT ACADEMY**

*T*he LGA is responsible for the human resource development training of local government officials, as well as, officials and personnel of the Department including its regional and field offices.

It has a Board of Trustees and headed by an Executive Director. It has three Divisions, namely: Administrative, Education and Training, Research and Publication, International Partnership Unit, and National Local Governance Resource Center

SPECIAL UNIT

► **PATROL 117**

A program designed to get the community actively involved in preventing crime by encouraging neighbors to help each other deal effectively with neighborhood crime and related problems and to cooperate in the enforcement.

PROGRAMS AND PROJECTS

I. LOCAL GOVERNMENT CAPACITY DEVELOPMENT

- Technical Assistance to Access Financing
- Training for Newly Elected Local Officials
- Local Government Performance Management System
- Synchronized Local Planning and Budgeting System
- Local Economic Development
- Adaptation/Replication of Good Practices
- Strengthening Community-Based Institutions (CBIs); and
- Local Disaster Coordinating Councils (LDCCs)
- Adopting Measures for Simplified Civil Application System (Anti-Red Tape for LGUs)
- Public Information and Communication for Good Governance

II. LOCAL GOVERNMENT ADMINISTRATIVE GUIDANCE SERVICES

- Providing Administrative Assistance to the Secretary of Local Government
- Providing Legal Assistance

III. LOCAL GOVERNANCE POLICY DEVELOPMENT SERVICES

- Review of the Local Government Code
- Strengthening Coordination between LGUs and national oversight agencies
- Advocacy of specific policy reforms affecting local government operations in coordination with LGU Leagues

IV. PROMOTION OF PEACE AND ORDER/PUBLIC SAFETY

- Crime Prevention and Control
- Enforcement of Laws
- Professionalization of the Police Force and Public Safety Personnel and Services
- Jail Management and Penology Services
- Fire Protection Services



C o n t a c t N u m b e r s

Office of the Secretary
- 9250330/31
- 9250332 (Fax)

Bureau of Local Government Development
- 9203613, 9257137
- 9299235
- 9277852 (Fax)

Bureau of Local Government Supervision
- 9250377/72, 9251153
- 9289181 (Fax)

National Barangay Operations Office
- 9250371, 9251137/38/39
- 9250328 (Fax)

Office of Public Affairs
- 9250349/51, 9206849
- 9250348 (Fax)

Office of Project Development Services
- 9299601, 9299406

Local Government Academy
- 6348430/36, 6341883
- 6346567, 6365483

National Police Commission
- 8997989, 8978961
- 8952889/78

Philippine National Police
- 7230401 (trunk line)
- 7248783 (Fax)

Bureau of Fire Protection
- 9117085/60/80/90
- 9117223

Bureau of Jail Management & Penology
- 9275147, 4561922/20
- 9267756, 4561979