



Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City

<http://www.dilg.gov.ph>



**AMENDMENT TO THE DILG MEMORANDUM CIRCULAR NO. 2021-012,
ON THE ESTABLISHMENT OF CIVIL SOCIETY ORGANIZATION DESK
AND INSTITUTIONALIZATION OF PEOPLE'S COUNCIL IN THE LOCAL
GOVERNMENT UNITS**

Memorandum Circular No. 2021-054
18 MAY 2021

1.0 BACKGROUND AND RATIONALE

- 1.1 Article 62, Rule XIII of the Implementing Rules and Regulations (IRR) of the Local Government Code of 1991 (Republic Act No. 7160) mandates Local Government Units (LGUs) to promote the establishment and operation of non-government organizations, people's organizations and the private sector to make them active partners in the pursuit of local autonomy, and to directly involve them in the planning and implementation of programs and projects in the LGUs. Article 64, of the same IRR provides for the criteria for accreditation of civil society organizations (CSOs) and the procedures and guidelines for the selection of representatives in the local special bodies.
- 1.2 The participation of CSOs in government processes is a vehicle of empowering citizens by giving them opportunities to articulate their needs and to take part in the decision-making processes of their respective LGUs. An active CSO participation is vital in the pursuit of a more participatory and responsive governance.
- 1.3 This Department has issued several policies that provide opportunities for CSOs to engage in the implementation of government programs and to participate in the national and local governance processes. Some of these policies are: DILG Memorandum Circular (MC) No. 2018-89 (Guidelines on Engagements with Civil Society Organizations), DILG MC No. 2019-72 (General Guidelines on Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies), and DILG MC No. 2020-135 (Mobilization of

Civil Society Organizations in the COVID 19-Related Response and Recovery Programs of the Government).

- 1.4 The issuance of DILG MC 2021-12 brought out several issues on the operationalization of key concepts introduced in the policy. Hence, this amendatory issuance to address the issues raised by stakeholders and provide specific procedural guidelines.

2.0 PURPOSE

This Memorandum Circular is issued to enjoin all local government units to establish their respective CSO Desks and to create and institutionalize the local People's Council in every province, city, and municipality.

3.0 COVERAGE

- 3.1 This Memorandum Circular shall cover all provinces, cities, and municipalities. It shall also cover registered CSOs and CSOs that are accredited and recognized by the LGUs.

4.0 LEGAL BASES

- 4.1 The 1987 Philippine Constitution
 - 4.1.1 Article 2, Section 23: The State shall encourage non-governmental, community-based, or sectoral organizations that promote the welfare of the nation.
 - 4.1.2 Article XIII, Section 15: The State shall respect the role of independent people's organizations to enable the people to pursue and protect, within the democratic framework, their legitimate and collective interests and aspirations through peaceful and lawful means.
 - 4.1.3 Article XIII, Section 16: The right of the people and their organizations to effective and reasonable participation at all levels of social, political, and economic decision-making shall not be abridged. The State shall, by law, facilitate the establishment of adequate consultation mechanisms.

4.2 Local Government Code of 1991 (Book 1, Chapter 4)

4.2.1 Section 34: Local government units shall promote the establishment and operation of people's and non-governmental organizations to become active partners in the pursuit of local autonomy.

4.2.2 Section 36: A local government unit may, through its local chief executive and with the concurrence of the Sanggunian concerned, provide assistance, financial or otherwise, to such people's and non-governmental organizations for economic, socially-oriented, environmental, or cultural projects to be implemented within its territorial jurisdiction.

5.0 DEFINITION OF TERMS

For the purpose of this Circular, the following terms shall be defined as follows:

5.1 Civil Society Organization (CSO) – refers to a non-state and non-profit association that works to improve society and the human condition. Basic types of CSOs include non-governmental organization, people's organization, civic organization, community-based organization, faith—based organization, cooperative, social movement, professional group, and business group. In this Memorandum Circular, the terms “CSO” and “organization” are used interchangeably.¹

5.2 People's Organization (PO) – refers to an association of residents in a barangay, or barangays, established to promote public interest and with an identifiable leadership structure and membership. People's organizations are often formed among the disadvantaged sectors of society such as the farmer-peasant, artisanal fisher folk, workers in the formal sector and migrant workers, workers in the informal sector, indigenous people and cultural communities, women, differently-abled persons, senior

¹ This definition is adopted from DILG Memorandum Circular No. 2019-72 (Guidelines on Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies) dated 22 May 2019; for the definition of the basic types of CSOs, please refer to Section 3.0 of the same Memorandum Circular.

citizens, victims of calamities and disasters, youth and students, children, and urban poor.²

- 5.3 Non-Governmental Organization (NGO) – refers to a non-stock, non-profit organization that works with different sectors and communities, promoting their general welfare and development, provide a wide range of services for people's organization and tends to operate with full time staff. Social development organizations, foundations, and independent research institutions fall in this category.³
- 5.4 Registered Organization – refers to an organization that obtains registration from the Securities and Exchange Commission, Cooperative Development Authority, Department of Labor and Employment, or any other national government agency that is empowered by law or policy to register such organizations.
- 5.5 Accredited Organization – refers to an organization that obtains accreditation from a local government unit within sixty (60) days from the organization of the newly-elected Sanggunian for the purpose of representation to a local special body, and after the prescribed 60-day period for other purposes, such as participation in local government programs.
- 5.6 Recognized Organization – refers to an organization allowed by the Sanggunian to participate in a local special body for purposes of meeting the minimum requirements for membership. An organization may only be recognized if it meets all the criteria except for registration.
- 5.7 People's Council – refers to a body composed of representatives from CSOs that are, at least, recognized by the LGU, and which shall be created in every province, city and municipality. In this Memorandum Circular, the terms "People's Council" and "Council" are used interchangeably.

² Ibid.

³ Ibid.

6.0 GENERAL GUIDELINES

The following guidelines are hereby prescribed for the guidance of all concerned:

6.1 Creation of a CSO Desk

- 6.1.1 All provinces, cities, and municipalities are encouraged to create their respective CSO Desks, which shall be responsible for the handling of all CSO-related concerns in their respective areas of jurisdiction, including but not limited to, the provision of technical and administrative support, if necessary.
- 6.1.2 A CSO Desk Officer shall be designated through an Executive Order and shall perform the functions as stated in Sections 6.0 and 7.2 of this Memorandum Circular. The designated CSO Desk Officer should preferably have prior experience in being a member or partner of a CSO and should not be related within the fourth civil degree of consanguinity or affinity to the appointing or recommending authority. The CSO Desk Officer shall not, in any way, unduly benefit from the program, and shall at all times adhere to Republic Act No. 2019 or the Anti-Graft and Corruption Practices Act, as amended.
- 6.1.3 The CSO Desk shall have the following functions:
 - 6.1.3.1 Serve as a venue to document and address the issues and concerns of CSOs in the locality;
 - 6.1.3.2 Assist CSOs intending to apply for accreditation to a local special body and/or participate in local government programs, including the People's Council; and
 - 6.1.3.3 Encourage the active participation of CSOs in all local governance processes from planning, implementing, monitoring and evaluating programs, projects, and activities, through the spirit of volunteerism.

6.1.4 A functional CSO Desk shall have the following basic facilities and monitoring tools:

6.1.4.1 Equipment and supplies for documenting and monitoring the applications and queries received by the Desk;

6.1.4.2 Furniture such as separate cabinet or designated storage place where files could be safely kept and maintained. Access to its contents must be controlled by the CSO Desk Officer; and

6.1.4.3 Monitoring tools such as a Referral Form, Feedback Form, and Application Form for Accreditation must be readily available.

6.1.5 The DILG Central Office, through the Support for Local Governance Program – Project Management Office (SLGP-PMO), shall provide the Training Modules that shall be used in capacitating the designated CSO Desk Officers.

6.2 Creation and Institutionalization of a People's Council

6.2.1 All cities and municipalities are encouraged to create and institutionalize a People's Council which shall be composed of the representatives from CSOs in the locality, whether accredited, registered and recognized by their respective LGUs.

6.2.2 Creation of the People's Council in Cities and Municipalities

6.2.2.1 The Local Sanggunian, through the CSO Desk Officer, shall issue a Notice of Call for the Creation of People's Council to all accredited, registered, and recognized CSOs. The Sanggunian shall ensure that copies of the Notice of Call for Creation of People's Council are prominently posted in at least three (3) conspicuous places within the city or municipality. The same shall also be posted in the LGU website, social and/or print media, if applicable.

6.2.2.2 Every organization seeking to join the People's Council shall submit one (1) copy each of the following requirements to the Sanggunian, through the CSO Desk Officer:

- 6.2.2.2.1 People's Council Membership Form (Annex A);
- 6.2.2.2.2 Letter of Intent to be included as a member of the People's Council;
- 6.2.2.2.3 Proof of existence and operation in the city or municipality where it is applying, for at least one (1) year prior to the date of application for registration;
- 6.2.2.2.4 Proof of activities held in pursuit of developmental objectives or organizational activities conducted;
- 6.2.2.2.5 Program of activities planned for the year following the date of application for membership;
- 6.2.2.2.6 Copies of its Constitution, By-laws and/or Articles of Incorporation;
- 6.2.2.2.7 List of its officers and members of good standing and their respective addresses;
- 6.2.2.2.8 Financial Statement and Declaration of Assets and Liabilities, if applicable; and
- 6.2.2.2.9 Certificate of Registration or Certificate of Accreditation, if applicable.

6.2.2.3 The CSO Desk Officer, in close coordination with the Sanggunian, shall evaluate all received applications on the basis of the following criteria:

- 6.2.2.3.1 Organization purposes and objectives which include community organization and development, institution-building, local enterprise development, livelihood development, capacity-building, and similar development objectives and considerations;
- 6.2.2.3.2 Community-based and sectoral-based with project development and

implementation track record in the city or municipality for at least one (1) year; and
6.2.2.3.3 Reliability as evidenced by the preparation of annual reports and conduct of annual meetings duly certified by the board secretary of the organization.

6.2.2.4 The CSO Desk Officer shall prepare the list of qualified CSOs.

6.2.2.5 The Sanggunian shall issue a Certificate of Authorization to each of the qualified CSOs, as a legitimate organization, authorizing them to be represented as a member in the People's Council. Only CSOs that have been issued a Certificate of Authorization by their respective LGUs shall be allowed to nominate any of their members to be a representative to the People's Council.

6.2.3 The Sanggunian, through a resolution, shall initiate and facilitate the formal creation of a People's Council thirty (30) days after the issuance of the Call for Creation of People's Council.

6.2.4 Composition of the People's Council

6.2.4.1 The People's Council shall be composed of representatives from the CSOs in the locality. The Council shall represent local people's organizations and sectors, such as, but not limited to:

- 6.2.4.1.1 Farmers and landless rural workers
- 6.2.4.1.2 Artisanal fisherfolk;
- 6.2.4.1.3 Urban poor;
- 6.2.4.1.4 Indigenous cultural communities/
Indigenous People's;
- 6.2.4.1.5 Workers in the formal sector and
migrant workers;
- 6.2.4.1.6 Workers in the informal sector;
- 6.2.4.1.7 Women;
- 6.2.4.1.8 Youth and students;
- 6.2.4.1.9 Persons with disabilities;

- 6.2.4.1.10 Victims of disasters and calamities;
- 6.2.4.1.11 Senior citizens;
- 6.2.4.1.12 Children;
- 6.2.4.1.13 Cooperatives; and
- 6.2.4.1.14 Other relevant sectors with existing or operating organizations in the locality.

6.2.4.2 The People's Council shall have the autonomy to elect from among its members, their set of officers and determine their internal rules.

6.2.4.3 The People's Council shall have the sole prerogative to identify their principal and alternate representatives in various local government councils, committees, task forces or special bodies where they sit as members. Unless otherwise provided in the sanggunian resolution or ordinance, such representatives shall not exceed twenty-five percent (25%) of the membership of the board, council, committee, task force or special body, except for the Local Development Council, which shall be composed of at least twenty-five percent (25%) in membership of representatives of CSOs, pursuant to Section 107 of the Local Government Code. In the selection of CSO representatives to the various government bodies, the People's Council shall ensure at least forty percent (40%) membership of the women sector, as prescribed by RA 9710 or the Magna Carta of Women of 2009.

6.2.5 The People's Council, once created, shall file a petition for recognition to the Sanggunian. The Sanggunian, in turn, shall issue a Certificate of Recognition to the People's Council within thirty (30) days from filing of a petition for recognition and pass a resolution stating the rights and privileges of the recognized People's Council.

6.2.6 The People's Council shall have the following responsibilities:

6.2.6.1 Ensure that all their member organizations are adequately represented in the Council;

6.2.6.2 Actively participate in the planning, implementation, monitoring and evaluation of the projects, programs, and activities in their respective local governments;

6.2.6.3 If allowed by Sanggunian, propose legislation and participate and vote at the committee level of the local Sanggunian;

6.2.6.4 The Council's representative in the local development council shall assist in mobilizing people's participation in every local development effort;

6.2.6.5 Guarantee the autonomy of the People's Council and its member organizations by not allowing it to be influenced or used for purposes of partisan politics or religious purposes;

6.2.6.6 Ensure their strict adherence to the Sanggunian Resolution providing for the Council's rights and privileges, provided that it does not limit their right to responsibly participate in local governance processes; and

6.2.6.7 Elect a member as a nominee to the Provincial People's Council.

6.3 Formation of the Provincial People's Council

6.3.1 All provinces are encouraged to form a Provincial People's Council which shall be recognized by the Sangguniang Panlalawigan through a Resolution.

6.3.2 All the nominees from the component municipal and city People's Councils within the province's jurisdiction shall elect from among themselves the members of the Provincial People's Council.

- 6.3.2.1 The Provincial People's Council shall have the autonomy to elect from among its members, their set of officers and determine their internal rules.
- 6.3.3 Upon its recognition by the Sanggunian, the Provincial People's Council may, in accordance with its policies and internal rules, exercise the following powers and responsibilities:
- 6.3.3.1 Elect or appoint its representatives to all local government bodies, boards, councils, committees, task forces, special government bodies and other similar work groups which the local government or national laws may hereinafter create;
 - 6.3.3.2 Unless otherwise provided in the sanggunian resolution or ordinance, such representatives shall not exceed twenty-five percent (25%) of the membership of the board, council, committee, task force or special body, except for the Local Development Council, which shall be composed of at least twenty-five percent (25%) in membership of representatives of CSOs, pursuant to Section 107 of the Local Government Code;
 - 6.3.3.3 Actively participate in the planning, implementation and monitoring and evaluation of the projects, programs, and activities in their respective provincial governments;
 - 6.3.3.4 If allowed by Sanggunian, propose legislation and participate and vote at the committee level of the local Sanggunian;
 - 6.3.3.5 The Council's representative in the local development council shall assist in mobilizing people's participation in every local development effort;
 - 6.3.3.6 Guarantee the autonomy of the People's Council and its member organizations by not allowing it to be

influenced or used for purposes of partisan politics or religious purposes; and

- 6.3.3.7 Ensure their strict adherence to the Sanggunian Resolution providing for the Council's rights and privileges, provided that it does not limit their right to responsibly participate in local governance processes.

6.4 Revocation of Certificate of Recognition

- 6.4.1 The Sanggunian can revoke the recognition granted to a Council only upon action of a petitioner, and upon showing that the Council allowed itself or any of its member organizations, to engage primarily in, or to be used primarily for, partisan political activities or religious purposes.

7.0 ROLES AND RESPONSIBILITIES

7.1 Local Government Units (Province, City, Municipality)

- 7.1.1 Create a CSO Desk to be headed by a designated CSO Desk Officer.
- 7.1.2 Enact an ordinance or resolution, through the Sanggunian, establishing a system of partnership between the LGU and CSOs that shall define their roles and involvement in the various programs, projects, and activities of the local government including their participation in the LSBs, committees, task forces, and similar groups, as required by law and the national government;
 - 7.1.2.1 Local government units with existing ordinances or resolutions establishing a system of partnership between the LGU and CSOs for their involvement in the various local government bodies, boards, councils, committees, task forces, special government bodies and other similar work groups

need not issue an ordinance or resolution for the purposes of this Memorandum Circular.

- 7.1.3 Allocate funding support for the operations of the CSO Desks;
 - 7.1.4 Provide the necessary office space and facilities, including equipment for the use of the CSO Desk and the People's Council; and
 - 7.1.5 Perform other responsibilities as stated in Section 6.0 of this Memorandum Circular and other relevant functions as may be required in the implementation of this Memorandum Circular.
- 7.2 CSO Desk Officer
- 7.2.1 Facilitate, in coordination with the DILG, the formation of People's Council in the LGU;
 - 7.2.2 Mobilize and ensure participation of recognized, registered and accredited CSOs in the various processes and activities of the local government, particularly in planning, budgeting, monitoring and other service delivery areas;
 - 7.2.3 Help ensure the participation of the women sector through at least 40% women representation in the various local government bodies, boards, councils, committees, task forces, special government bodies, pursuant to RA 9710 or the Magna Carta of Women of 2009;
 - 7.2.4 Coordinate with the established People's Council, the holding of regular meetings, and other relevant activities of the CSOs;
 - 7.2.5 Monitor, through the People's Council, CSO participation in the programs, projects and activities of the local governments;

- 7.2.6 Coordinate with the concerned Sanggunian during the accreditation process and the selection of CSO representatives to the LSBs;
 - 7.2.7 Maintain and update the local CSO database;
 - 7.2.8 Prepare and submit monitoring reports to the C/MLG00 as stated in Section 8.0 of this Memorandum Circular; and
 - 7.2.9 Perform other responsibilities as stated in Section 6.0 of this Memorandum Circular and other relevant functions as may be required in the implementation of this Memorandum Circular.
- 7.3 DILG Field Offices
- 7.3.1 Provide technical assistance in the conduct of activities in the formation of the People's Council;
 - 7.3.2 Collaborate activities with the CSO Desk and whenever possible, attend the meeting with the CSOs;
 - 7.3.3 Submit reports to Office of the Secretary, through the Bureau of Local Government Supervision (BLGS), using the forms stated in Section 8.0 of this Circular;
 - 7.3.4 Ensure the non-partisan nature of the People's Council; and
 - 7.3.5 Perform other relevant functions as may be required in the implementation of this Memorandum Circular.

8.0 REPORTING

- 8.1 The CSO Desk Officers in the provinces, cities, and municipalities shall prepare and submit activity reports to the respective DILG provincial, city, and municipal field office within one (1) week after the conduct of the CSO activity using CSOD Form 1 (Annex B).

- 8.2 The CSO Desk Officer shall also prepare the CSOD Form 2A (Annex C) for cities and municipalities and CSOD Form 2B (Annex D) for provinces.
- 8.2.1 CSO Desk Officers in provinces, component cities, and municipalities shall submit their accomplished forms to the concerned DILG Provincial Office.
- 8.2.2 CSO Desk Officers in highly-urbanized cities (HUCs) and independent component cities (ICCs) shall submit their accomplished forms to the concerned DILG Regional Office.
- 8.3 The DILG Provincial Officers shall consolidate the submitted forms of the component cities, and municipalities using CSOD Form 3 (Annex E). The CSOD Form 2B and CSOD Form 3 shall be submitted to the DILG Regional Office not later than the first three (3) working days of the ensuing month.
- 8.4 The DILG Regional Offices shall submit the consolidated provincial submissions and the submissions from HUCs and ICCs online to the Bureau of Local Government Supervision, not later than the first 10 working days of the ensuing month using this link: <https://tinyurl.com/Monitoring-CSOD-PC>.

9.0 REPEALING CLAUSE

All existing issuances issued by the DILG which are inconsistent herewith are hereby superseded. DILG Memorandum Circular No. 2021-012 dated January 28, 2021 is hereby repealed.

10.0 REFERENCES

- 10.1 1987 Philippine Constitution
- 10.2 Republic Act No. 7610 or the Local Government Code of 1991
- 10.3 Republic Act No. 9710 or the Magna Carta of Women of 2009
- 10.4 DILG Memorandum Circular No. 2019-72 (Guidelines on Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies), dated May 22, 2019
- 10.5 ADB Civil Society Source Book


11.0 ANNEXES

- 11.1 Annex A – People’s Council Membership Form
- 11.2 Annex B - CSOD Form 1 (After Activity Report)
- 11.3 Annex C - CSOD Form 2A (Membership in the People’s Council)
- 11.4 Annex D - CSOD Form 2B (Membership in the Provincial People’s Council)
- 11.5 Annex E - CSOD Form 3 (Provincial Consolidation)

12.0 EFFECTIVITY

This Memorandum Circular shall take effect immediately.

13.0 APPROVING AUTHORITY


EDUARDO M. AÑO
Secretary



14.0 FEEDBACK

Related queries regarding this Memorandum Circular must be directed to the Bureau of Local Government Supervision with address at 25th floor, DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, Quezon City, 1104, through the following contact information: (02) 876-3454 local 4201 and email address accreditation@csopppp.page, for appropriate action.

ANNEX A

PEOPLE'S COUNCIL MEMBERSHIP FORM

Name of
Organization: _____

Address: _____

Contact No.: _____ Email address (optional): _____

Date Organized: _____ Date Registered: _____

Sector being represented: _____

Services that the organization provides or can participate in: _____

Organizational Level:

- ☐ Barangay-level
- ☐ Chapter
- ☐ Affiliate of a larger organization (identify organization): _____
- ☐ Others (specify): _____

Local Special Body Membership, if any:

- ☐ Local Development Council
- ☐ Local Health Board
- ☐ Local School Board
- ☐ Local Peace and Order Council

ANNEX B
CSOD FORM 1 (AFTER ACTIVITY REPORT)

**For Province/City/Municipality*

AFTER ACTIVITY REPORT

Name of LGU: _____

Region: _____

- I. TITLE OF THE ACTIVITY:
- II. DATE AND PLACE CONDUCTED:
- III. PARTICIPANTS:
- IV. AGENDA (OBJECTIVE/S OF THE ACTIVITY):
- V. HIGHLIGHTS OF THE ACTIVITY (ISSUES/CONCERNS DISCUSSED):
- VI. AGREEMENTS/RECOMMENDATIONS:
- VII. ACTION/S TO BE TAKEN BY THE LGU OR THE DILG:
- VIII. REMARKS:

PREPARED AND SUBMITTED BY:

CSO DESK OFFICER

DATE

REVIEWED BY:

SANGGUNIAN SECRETARY

DATE

ANNEX C
CSOD FORM 2A (MEMBERSHIP IN THE PEOPLE’S COUNCIL)

NAME OF CITY/MUNICIPALITY: _____

NO. OF ORGANIZATIONS: _____

SUMMARY OF MEMBERSHIP IN THE PEOPLE’S COUNCIL

NAME OF REPRESENTATIVE (1)	CSO (2)	POSITION IN THE CSO (3)	CONTACT INFORMATION (4)	SECTOR BEING REPRESENTED (5)

**add rows if necessary*

PREPARED BY:

CITY/MUNICIPAL CSO DESK OFFICER

CHECKED BY:

SANGGUNIAN SECRETARY

**To be accomplished by the CSO Desk Officer in every city and municipality.*

ANNEX D
CSOD FORM 2B (MEMBERSHIP IN THE PROVINCIAL PEOPLE’S COUNCIL)

NAME OF PROVINCE: _____

NO. OF CITIES/MUNICIPALITIES REPRESENTED: _____

SUMMARY OF MEMBERSHIP IN THE PROVINCIAL PEOPLE’S COUNCIL

CITY/MUNICIPALITY (1)	NAME OF REPRESENTATIVE (2)	CSO NAME (3)	POSITION IN THE CSO (4)	CONTACT INFORMATION (5)

**add rows if necessary*

PREPARED BY:

PROVINCIAL CSO DESK OFFICER

CHECKED BY:

SANGGUNIAN SECRETARY

ANNEX E
CSOD FORM 3 (PROVINCIAL CONSOLIDATION)

PROVINCE: _____

TOTAL NUMBER OF PEOPLE’S COUNCIL: _____

TOTAL NUMBER OF CSOs REPRESENTED IN THE PEOPLE’S COUNCILS: _____

SUMMARY OF PEOPLE’S COUNCIL PER LOCAL GOVERNMENT UNIT

NAME OF CITY/MUNICIPALITY (1)	NO. OF CSOs REPRESENTED IN THE PEOPLE’S COUNCIL (2)

**add rows if necessary*

PREPARED BY:

DESIGNATED DILG PROVINCIAL OFFICE STAFF

CHECKED BY:

DILG PROVINCIAL DIRECTOR