



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG NAPOLCOM CENTER
EDSA corner Quezon Avenue, West Triangle, Quezon City



October 6, 2015

MEMORANDUM CIRCULAR
NO. 2015-115

TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, REGIONAL SECRETARY, DILG ARMM, DILG REGIONAL DIRECTORS AND OTHERS CONCERNED

SUBJECT : ADVOCACY CAPACITY SEMINAR-WORSHOP BY THE PHILIPPINE COUNCILORS LEAGUE (PCL)

Pursuant to Goal 3, Strategy 1 of the Philippine Councilors League's Strategic Plan for 2013-2016, the PCL will be conducting a series of advocacy capacity seminar-workshops as follows:

Island Cluster	Date	Venue
Visayas	November 4-6, 2015	Crown Regency Hotel, Cebu City
Luzon	November 10-12, 2015	Century Park Hotel, Manila
Mindanao	November 25-27, 2015	Waterfront Insular Hotel, Davao City

As represented, the Phase 1 of the seminar-workshop includes technical sessions on policy-making analysis, to include policy designing, advocacy, communications up to policy monitoring. Phase 2 on the other hand will be a briefing on the on-line web-based platform, developed and intended to be the repository of all advocacy-related ordinances and resolutions of sanggunians.

In this connection, and upon the request of Councilor Alma Moreno, National Chairman, and Councilor Maybelyn DC Fernandez, National President, both from the Philippine Councilors League, all City Mayors and Municipal Mayors of 1st to 3rd Class Municipalities are encouraged to allow their duly designated Advocacy Councilors as identified by the PCL City Chapter or Provincial Federation Presidents and the Secretaries to Sanggunians, to participate in the said activity, on official business.

The payment of applicable traveling expenses, and a registration fee, if any, to defray the costs of hotel accommodation, meals and workshop materials, per participant, may be authorized chargeable against local funds, subject to the availability thereof, and to the usual accounting and auditing requirements and to all pertinent laws, rules and regulations. Provided, that the traveling expenses and registration fees of local government participants shall not be charged against the 20% component of the Internal Revenue Allotment or from whatever source which may prejudice poverty reduction efforts.

Confirmation of attendance to the said workshop is highly encouraged considering that there will be limited slots per workshop cluster. Interested participants will be accommodated on a first come, first serve basis. For other inquiries, designated Advocacy Councilors and Sanggunian Secretaries may coordinate directly with the PCL National Secretariat through Telephone Nos. 351-8411/925-1145 and 925-1132 or through email address: esthercuadra@yahoo.com.

The PCL National President, thru the Chair, PCL Committee on Advocacy, shall submit to, through the Director of the Bureau of Local Government Supervision, the Secretary of Interior and Local Government, a Post-Activity Report within fifteen (15) days after the conduct of the said seminar-workshop, with the following prescribed format:

- I. Executive Brief;
- II. List of Participants;
- III. Outputs of Technical Sessions;
- IV. Issues and Agreements or Recommendations, if any;
- V. Total Fees and Disbursements; and
- VI. Appendices, if any,

For the information and guidance of all concerned.

By Authority of the Secretary:



AUSTERE A. PANADERO

Undersecretary for Local Government *2-*

