

ICTS



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BUREAU OF JAIL MANAGEMENT AND PENOLOGY
NATIONAL HEADQUARTERS

144 Juco Building Mindanao Avenue, Project 8, Quezon City
Trunkline: (+632) 927-6383; 453-1196
Email Address: director@bjmp.gov.ph Website: www.bjmp.gov.ph



MEMORANDUM


TO : **Directors of the Directorates**
All Regional Directors
JNTI Director
Chief of Offices/Units, NHQ

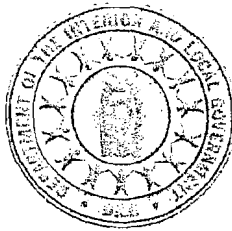
SUBJECT : **Delegation of Authority – Interior Sector**

DATE : 22 September 2010

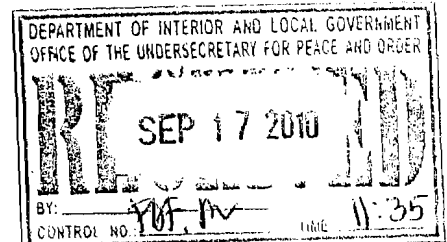
1. This pertains to a DILG Circular Number 2010-13 regarding above subject dated 16 September 2010 hereto attached as reference.
2. For information and strict compliance.

BY AUTHORITY OF THE CHIEF, BJMP:


IGNACIO SARABIA PANTI
Jail Senior Superintendent DSC
Director for Personnel and
Records Management



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 AFGC II, EDSA corner Mapagmahal St. Diliman, Quczon City



802-9-17-53

September 16, 2010

CIRCULAR
 NO. 2010- 13

SUBJECT: DELEGATION OF AUTHORITY – INTERIOR SECTOR

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Pursuant to the provisions of RA No. 6975 and its Implementing Rules and Regulations (IRR) and Republic Act No. 9263 and its IRR, the Secretary, DILG as the Department Head is given the power to delegate authority in the exercise of any substantive or administrative functions to achieve efficient and effective operation within the Department.


As such, the DILG Undersecretary for Peace and Order and Transnational Crime; the Chief, Bureau of Fire Protection; the Chief, Bureau of Jail Management and Penology; The President, Philippine Public Safety College; and the Department's Regional Directors are hereby authorized, on behalf of the Secretary to act on, sign and/or approve papers/documents covering or dealing with Department's personnel, resources, and other concerns stipulated in the attached Delegation Matrix, subject to the usual accounting and auditing rules and regulations.

All previous issuances inconsistent herewith are hereby rescinded or modified accordingly. Provided that nothing in this issuance or in other similar issuances shall be interpreted to diminish or delimit the powers of the Secretary to exercise such designated authority.

This Circular takes effect immediately.

Jesse M. Robredo
JESSE M. ROBREDO
 Secretary

Republic of the Philippines
 DEPARTMENT OF THE INTERIOR
 AND LOCAL GOVERNMENT
 IN REPLYING, PLS CITE:
 SILG10-002654



Department of the Interior and Local Government
 Office of the Undersecretary for Peace and Order
 AFGC II, EDSA corner Mapagmahal St. Diliman, Quczon City

**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENTS
DELEGATION OF AUTHORITY - INTERIOR SECTOR**

PARTICULARS	SILG	USED FOR PEACE AND ORDER AND TRANSNATIONAL CRIME	CHIEF, BFP	CHIEF, BJMP	PPSC PRESIDENT	REGIONAL DIRECTOR, BFP and BJMP
I. PERSONNEL MATTERS						
1. Appointment of Personnel	- Senior Superintendent	- Co-terminus personnel under his jurisdiction	- Non-Uniformed Personnel SG 24 and below	- Non-Uniformed Personnel SG 24 and below	- SG 22 and below	- Non-Uniformed SG 19 and below under his jurisdiction
Recommendatory	- SG 23 and above for PPSC - Chief Superintendent to Director DC for Admin, DC for Operations for BFP/BJMP		- Uniformed personnel FO1 to F/Superintendent	- Uniformed personnel JO1 to J/Superintendent		- Uniformed personnel FO1/JO1 to SFO4/SJ04 under his jurisdiction
2. Reassignment / Designation	- DCA/DCO/CDS/ RD and Chiefs of Directorates District/City Fire Marshall/ Jail Warden		- NHQ Personnel below Chiefs of Directorates Division Chief and below Prov/Mun Fire Marshall	- NHQ Personnel below Chiefs of Directorates Division Chief and below Prov/Mun Jail Warden	- Below Division Chief	- ARDA / ARDO / RCDS / PFM / DFM / CFM / MFM Division Chief below All personnel under his jurisdiction
Recommendatory		- DCA/DCO/CDS/ RD and Chiefs of Directorates	- District/City Fire Marshall	- District/City Jail Warden		- Provincial / City / Municipal Jail Warden / Marshall
Detail / Recall of personnel	- All detail / recall of personnel to Inter-Agency Task Force and other government agencies - Division Chief and above for PPSC	- Detail/Recall of personnel under his jurisdiction subject to SILG's confirmation	- All NHQ Personnel except those personnel covered by OSEC	- All NHQ Personnel except those personnel covered by OSEC	- All personnel below Division Chief	- All regional personnel under his jurisdiction

Legend

- NHQ - National Headquarters
- CDS - Chief Directorial Staff
- DCA - Deputy Chief for Administration
- COO - Deputy Chief for Operations
- ARDA - Assistant Regional Director for Administration
- ARDO - Assistant Regional Director for Operations

- RCDS - Regional Chief of Directorial Supervision
- PFM - Provincial Fire Marshall
- DFM - District Fire Marshall
- CFM - City Fire Marshall
- MFM - Municipal Fire Marshall

Approved by:

[Signature]
REGIONAL DIRECTOR
 DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENTS

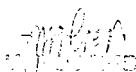
Regional Director
 Department of the Interior and Local Governments
 P.O. Box 110
 Manila, Philippines
 TEL: 810-000355
 FAX: 810-000355

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DELEGATION OF AUTHORITY - INTERIOR SECTOR

PARTICULARS	SILG	USEC FOR PEACE AND ORDER AND TRANSNATIONAL CRIME	CHIEF, BFP	CHIEF, BJMP	PPSC PRESIDENT	REGIONAL DIRECTOR, BFP and BJMP
3. Approval of leave of absence of all officials and employees	- Fire / Jail Director DCA, DCO and CDS not exceeding one (1) year	- Not exceeding ninety (90) calendar days	- All personnel in NHQ not exceeding one (1) year - All personnel exceeding thirty (30) calendar days	- All personnel in NHQ not exceeding one (1) year - All personnel exceeding thirty (30) calendar days	- Not exceeding thirty (30) calendar days - Sixty (60) calendar days for Maternity Leave	- All personnel not exceeding thirty (30) calendar days - Sixty (60) calendar days for Maternity Leave
4. Foreign travel	- Approves Travel Authority and Department Order					
Recommendatory			- All personnel	- All personnel	- All personnel	- All personnel
Clearance - Foreign Travel		- Personnel under his jurisdiction	- All personnel	- All personnel	- All personnel	- All personnel
5. Local travel of personnel		- Co-terminus personnel under his direct supervision	- All personnel under his jurisdiction	- All personnel under his jurisdiction	- All personnel under his jurisdiction	- All personnel under his jurisdiction

Approved by:


SECRETARY
 Secretary

Republic of the Philippines
 DEPARTMENT OF THE INTERIOR
 AND LOCAL GOVERNMENT
 WASHINGTON, D.C. 20540
 SILG 002856
 11/11/2011

DEPARTMENT OF THE INSPECTION AND LOCAL GOVERNMENT
 DELEGATION OF AUTHORITY - INTERNAL SECURITY

PARTICULARS	BILG	USED FOR PEACE AND ORDER AND TRANSNATIONAL CRIME	CHIEF, BFP	CHIEF, BUMP	PPSC PRESIDENT	REGIONAL DIRECTOR, BFP and BUMP
5. Clearance of personnel		- Co-terminus personnel under his direct supervision	- All personnel under his jurisdiction	- All personnel under his jurisdiction	- All personnel under his jurisdiction	- District /City/ Mun. Fire Marshall under his jurisdiction - District/City/Mun. Jail Warden under his jurisdiction - All personnel under his jurisdiction
I. RESOURCES 1. Funds 2. Approval on: - Procurement of goods / services/equipment	- Endorsement of all request for release / realignment of funds and use of savings to DEM - Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)

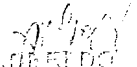
to be by

[Handwritten signatures and stamps]

OFFICE OF THE SECRETARY
 DEPARTMENT OF TRANSPORTATION

PARTICULARS	SILG	DIRECTOR, PERFECTION AND ORDER AND TRANSLATIONAL OFFICE	CHIEF, EFP	CHIEF, EJM	PECS EXECUTIVE	REGIONAL DIRECTOR, EFP and EJM
- Repair of office building and facilities	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Repair of vehicle	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Purchase Request	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Purchase Order/Job Order/ Contract / Agency Procurement Request	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Projects, consulting services and consultancy contracts	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Trainings/conferences/ workshops (activity design, contract of board and lodging, payment of honoraria for resource persons/consultants)	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)
- Cultural and athletic activities, contract and expenditure of janitorial and security services	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)

Approved by:


JESSE M. LUBARDO
 Secretary

Republic of the Philippines
 DEPARTMENT OF TRANSPORTATION
 OFFICE OF THE SECRETARY
 6000 DELA ROSA BLVD.
 SUGBO CITY
 Cebu 6000
 TEL. (033) 850-1000

REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF THE INTERIOR
 BUREAU OF FIRE PROTECTION

PARTICULARS	B/LG	USED FOR PEACE AND ORDER AND TRANSNATIONAL CRIME	CHIEF, BFP	CHIEF, BJMP	PPSC PRESIDENT	REGIONAL DIRECTOR, BFP and BJMP
3. Signing and Countersigning of checks Signatory Counter-signatory		- Exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Five Million Pesos (Php4,000,000)
4. Contracts of Service / Job Orders of Personnel / Overtime Services		- All Contracts of Services / Job Order of personnel under his jurisdiction	- Approval of request for authority to render OT Services under his jurisdiction - All Contracts of Services / Job Order of personnel under his jurisdiction	- Approval of request for authority to render OT Services under his jurisdiction - All Contracts of Services / Job Order of personnel under his jurisdiction	- All Contracts of Services / Job Order of personnel under his jurisdiction - Approval of request for authority to render OT Services under his jurisdiction	- Approval of request for authority to render OT Services under his jurisdiction - All Contracts of Services / Job Order of personnel under his jurisdiction
5. Salaries, other compensation and mandatory benefits			- Approval of payroll and disbursement voucher	- Approval of payroll and disbursement voucher	- Approval of payroll and disbursement voucher	- Approval of payroll and disbursement voucher

Approved by:

[Signature]
LEBLEN M. DEVEDO
 Secretary

Republic of the Philippines
 DEPARTMENT OF THE INTERIOR
 BUREAU OF FIRE PROTECTION
 BFP OFFICE
 S/LG 10 002659

COMMITTEE OF THE SECRETARY TO THE BOARD OF
 POLITICAL INTEGRITY - INTERNAL CHECK

10/10/08

PARTICULARS	SILG	USBC FOR PEACE AND ORDER AND TRANSITIONAL CRIME	CHIEF, BPP	CHIEF, EUMP	PPSC PRESIDENT	REGIONAL DIRECTOR, BPP and EUMP
6. Bids and Awards Committee (BAC) - Resolutions - Annual Procurement Plan (APP) - Supplemental APP / Addendum - Notice of Award - Notice to Proceed	- Exceeding Seven Million Pesos (Php7,000,000)		- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Seven Million Pesos (Php7,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)	- Not exceeding Four Million Pesos (Php4,000,000)

Approved by:

Jesse M. Robredo
JESSE M. ROBERDO
 Secretary

Republic of the Philippines
 DEPARTMENT OF THE INTERIOR
 BUREAU OF LAND MANAGEMENT
 1000 SHILOH PLAS CITE
 SILC 10-002860

