



Office of the President of the Philippines
PRESIDENTIAL COMMISSION FOR THE URBAN POOR

COMMISSION RESOLUTION NO. 16
Series of 2018

**A RESOLUTION ADOPTING PCUP FREEDOM OF INFORMATION PEOPLE'S
MANUAL AND APPROPRIATING FUNDS THEREOF**

WHEREAS, Executive Order (EO) No. 82 s. 1986, as amended, created the Presidential Commission for the Urban Poor (PCUP) to serve as the direct link of the urban poor to the government in policy formulation and program implementation addressed to their needs;

WHEREAS, Executive Order No. 02 s. 2016 provided for "OPERATIONALIZING IN THE EXECUTIVE BRANCH, THE PEOPLE'S CONSTITUTIONAL RIGHT TO INFORMATION AND THE STATE POLICIES OF FULL PUBLIC DISCLOSURE AND TRANSPARENCY IN THE PUBLIC SERVICE AND PROVIDING GUIDELINES THEREFOR";

WHEREAS, Sec. 8 thereof (EO 2 s. 2016), provides that "For the effective implementation of this Order, every government office is directed to prepare within one hundred (120) calendar days from the effectivity of this Order, its own People's FOI Manual, which shall include among others, the following information:

- a) The location and contact information of the head, regional, provincial, and field offices, and other established places where the public can obtain information or submit requests;
- b) The person or office responsible for receiving requests for information;
- c) The procedure for the filing and processing of the request as provided in the succeeding section 9 of this Order.
- d) The standard forms for the submission of requests and for the proper acknowledgment of requests;
- e) The process for the disposition of requests;
- f) The procedure for administrative appeal of any denial for access to information; and
- g) The schedule of applicable fees the Constitution further provides under (3) thereof, that "No officer or employee of the civil service shall be removed or suspended except for cause provided by law.";

WHEREAS, PCUP prepared the PCUP Freedom of Information Manual pursuant to Sec. 8 (EO 2 s. 2016).

NOW THEREFORE, after adequate review and consultations in view of the foregoing, the Commission En Banc RESOLVED, as it hereby Resolves the adoption of PCUP Freedom of Information People's Manual, subject to amendments as it may thereafter be found necessary.

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RESOLVED FURTHER, that funds necessary for the full implementation of the same shall be incurred in the regular budget of the Commission subject to the existing government accounting, budgeting and auditing Rules and Regulations.

Approved and adopted during the Fourth Special Commission En-Banc Meeting (SCM NO. 04-2018) held on the 11th day of September 2018 at the 6th Floor, PCUP Central Office, Quezon City.


NORMAN B. BALORO, RSW, MSSW
Commissioner


RANDY H. HALASAN
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Atty. NOEL K. FELONGCO
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