



Office of the President  
of the Philippines  
**PRESIDENTIAL COMMISSION FOR THE URBAN POOR**  
Malacañang, Manila

**COMMISSION RESOLUTION NO. 03**  
Series of 2020

**A RESOLUTION AMENDING THE INTERNAL RULES OF PROCEDURE  
OF THE COMMISSION EN BANC OF THE PRESIDENTIAL COMMISSION FOR  
THE URBAN POOR AND ADOPTING THE GUIDELINES ON  
TELECONFERENCING, VIDEO CONFERENCING AND OTHER REMOTE OR  
ELECTRONIC MEANS OF COMMUNICATIONS IN COMMISSION MEETINGS**

**WHEREAS**, a set of rules for the conduct of the Commission *En Banc* Meetings is necessary for an effective and efficient deliberations of the members of the Commission;

**WHEREAS**, on March 8, 2020, due to the COVID-19 pandemic, President Rodrigo Roa Duterte, through the Proclamation No. 922, has declared a State of Public Health Emergency throughout the Philippines;

**WHEREAS**, on March 24, 2020, the President signed into law Republic Act No. 11469 otherwise known as "Bayanihan to Heal as One Act of 2020" which aims to adopt measures and guidelines through Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-MEID) resolutions that will follow the World Health Organization's guidelines and best practices, adopt and implement measures to prevent or suppress further transmission and spread of COVID-19;

**WHEREAS**, as a consequence of the passage of the above law, the IATF-MEID issued the *Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines* last May 22, 2020 providing guidelines for the public in the conduct of Mass Gatherings;

**WHEREAS**, due to the limitations brought about by the imposed Community Quarantine, work in the public and private sectors have been drastically affected;

**WHEREAS**, by reason of the COVID-19 pandemic, "new normal" work arrangements<sup>1</sup> had been adopted by the Civil Service Commission (CSC) through **Resolution No. 2000540** (*Revised Interim Guidelines for Alternative Work Arrangements and Support Mechanisms for Workers in the Government During the Period of State of National Emergency Due to COVID-19 Pandemic*), promulgated on 7 May 2020 and circularized via CSC Memorandum Circular No. 10, s. 2020;

<sup>1</sup>(i.e. *Work-from-Home Arrangement, Skeleton Workforce, Four-day or Compressed Workweek, and Staggered Working Hours*)



**WHEREAS**, per the current Internal *En Banc* Rules<sup>2</sup>, meetings of the Commission (En Banc and Committee meetings) could only be done through actual face-to-face meetings;

**WHEREAS**, under Section 32 *Internal En Banc Rules*, the Committee on Laws, Rules and Internal Government shall conduct a continuing study, review and evaluation of the existing Rules of the Commission and prepare an updated set of rules which shall be attuned with the needs of the Commission.

**WHEREAS**, in order to conduct Commission Meetings during these "new normal" times, there is a need to adapt to the current situation and update the *Internal En Banc Rules* in order to allow teleconferencing or videoconferencing as a mode of meeting in lieu of regular face-to-face meetings.

**NOW, THEREFORE**, the COMMISSION EN BANC, IN ITS 2<sup>ND</sup> REGULAR MEETING on **June 05, 2020** via Video Conference hereby **resolves** to approve the following amendments to its INTERNAL RULES OF PROCEDURE IN THE CONDUCT OF MEETINGS, adding the following provision thereto:

*"Section 10-A. Participation in En Banc Meetings Through Remote Communication; Internal Procedures.*

*A Member of the Commission En Banc who cannot physically attend or vote at En Banc meetings is allowed to participate and vote, and considered to be present in person, face-to-face through remote communication such as videoconferencing, teleconferencing, or other alternative modes of communication, or a combination thereof, for purposes of determining the presence of a quorum.*

*A mechanism for video conferencing or teleconferencing may also be set up for Members who cannot personally attend meetings due to official business in another region or abroad.*

*"Videoconferencing" is the holding of a conference among people in remote locations by means of transmitted audio and video signals while "Teleconferencing" is the holding of a conference among people remote from one another by means of telecommunication devices such as telephone or computer terminals.*

*En Banc meetings may be conducted electronically. Any decision is considered as valid and binding upon the approval of a majority of the members present, either in person, face-to-face through videoconferencing, teleconferencing, or other alternative modes of communication, or a combination thereof."*

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<sup>2</sup> Commission Resolution No. 03, s. 2013 "A Resolution Adopting the Internal Rules of Procedure of the Commission En Banc of the Presidential Commission for the Urban Poor"

**Approved and Adopted** during the 2nd Regular Commission *En Banc* Meeting (RCM NO. 02-2020) held in this June 05, 2020 at the 9<sup>th</sup> Floor, Sunnymede IT Center, PCUP Central Office, Quezon City (*via* video conference).

  
  
Digitally signed by  
BALORO, NORMAN BRILLANTES  
Date: 18/08/2020; 6:24 pm  
202008029  
**NORMAN B. BALORO, RSW, MSSW**  
Commissioner

  
**RANDY H. HALASAN**  
Commissioner

  
**ROMEO H. JANDUGAN**  
Commissioner

  
**MELVIN P. MITRA**  
Commissioner

  
**ALVIN S. FELICIANO**  
Chairperson and CEO  
Presiding Officer