



## ADMINISTRATIVE ORDER NO. 23 COMPLIANCE REPORT

(1) NAME OF DEPARTMENT/AGENCY/LGU: PROVINCIAL GOVERNMENT OF ISABELA - MASA – MASID OFFICE

(2) SUBMITTED UPDATED CITIZEN’S CHARTER TO ARTA ON JULY 25, 2020:     Yes     No

(3) LIST OF ALL FRONTLINE SERVICES AND CORRESPONDING LEGAL BASIS

GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
The Masa-Masid is a community based initiative to engage volunteers in the fight against criminality, corruption and illegal drugs.		DILG –MC 2016 -116 series of 2016 To all Governors, ARMM Governors, City / Municipal mayors implementation of Masa –Masid (Mamamayan Ayaw sa Anomalya Mamamayan ayaw sa Iligal na Droga)-.	The Hon. FAUSTINO G. DY III, issued eight ( 8) Executive Orders in support to the initiative.	2017	

<sup>1</sup> Number and short title of the governing law which mandates and gives power to the agency or LGU to regulate and/or offer the service

<sup>2</sup> Cite section number and quote provision identified in the governing law



GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
<p>1. handles inquiries, complaints, and concerns from the citizens. Thru Facebook , Hotline or walk -in, that concerns about corruption, criminality, and illegal drugs and threats to security , peace and order.</p> <p>2. Conduct anti- corruption campaign:            -coordinate with the LGOO of a municipality and create a team of speakers to talk about :            -Full Disclosure Policy on finance.            -the conduct of Barangay Assembly.            -create a Barangay Inventory Team ( BIT )            For inventory of properties and finances and turn over of responsibilities &amp; accountabilities.</p>			<p>E.O-06 Creation of the Masa –Masid Social Media Team to enhance the implementation of Masa Masid Program against criminality, corruption and illegal drugs.</p> <p>E.O-07 establish the Masa masid Hotline under the Masa masid Task Force as a 24/7 response and advisory mechanism to address the public's queries and concern on the Masa Masid program.</p> <p>DILG MC -2004 -007 Organization of Barangay Auxillary Team ( <b>BAT</b> ) and</p> <p>-DILG – DDB joint MC – 2018 -01</p>	<p>2017 and continuing program</p> <p>After every Barangay Elections and upon the orientation of the newly elected Barangay Officials.</p>	



GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
<p>3.conduct anti –illegal drugs: Organization and functionality of Barangay Anti- Drug Abuse Councils ( BADACS)</p> <p>-significant inter action provided , leading to apprehension of drug personalities. -provides regular and relevant information and provides relative to drug activities of known drug personalities in the AOR.</p>			<p>-E.O-03 direct all the 1,018 Barangay Local Governmen Units in Isabela to organize and strengthen their respective Barangay Anti-Drug Abuse Council (BADACs) and Barangay Peace and Order Councils (BPOC) and further direct the provincial president of the Liga ng Mga Barangay, to ensure the complete organization of the same.</p>	<p>2017 and continuing program</p>	
<p>4.Surveillance and Arrest on Drug Personalities Inter –Agency PDEA, PNP, NBI,NICA &amp; Masa –Masid)</p>			<p>E.O- no.15 – of PRRD – Creation of an Inter - Agency Committee on Anti –Illegal Drugs Task Force ( <b>ICAD</b>) and or (<b>PICAD</b> ) to suppress the Drug problem in the Country.</p> <p>-DILG MC -2015-63 series of 2015</p>	<p>2017 and continuing program</p>	



GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
			<p>All Provincial Governors, City and Municipal mayors, Punong Barangays- Revitalization of the barangay Anti-Drug Abuse Council and their role in Drug Clearing Operations.</p> <p>-DILG&amp; DDB joint MC-2018-01 Series of 2018-LCE, members of the Local Sanggunian, Local Anit-Drug Abuse Council members, LGOO's.</p> <p>-Implementing Guidelines on the functionality and effectiveness of Local Anti-Drug Abuse Council.</p> <p>-DDB reg.-03 series of 2016-Guidelines on handling Voluntary Surrender of Drug personality/ies.</p> <p>-DDB reg.-04 series of 2016 – Oplan –Sagip Guidelines on Voluntary</p>		



GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
			<p>Surrender of Drug users and Dependents and Monitoring Mechanism of Barangay Anti- Drug Abuse campaigns. ( BADAC's)</p> <p>-DDB – reg.-03 series of 2017 – Strengthening the implementation of barangay Drug Clearing program.</p> <p>-DILG MC -2003 -211 – Clearingof Drug Affected Barangay.</p> <p>-DILG MC-2004-007- Expansion f the Barangay Anti-Drug Abuse Committee(BADAC) through organization of BADAC Auxillary Team.</p> <p>-DILG MC- 2009-09- Unified Action against Illegal Drugs and other Substances.</p> <p>-DILG MC-2017-103- Support to the Integrated Drug Monitoring &amp; Reporting system ( IDMRIS).</p> <p>-DILG MC-2017-151 – Monitoring Barangay</p>		



GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
<p>5. Peace and Order and Security Campaign:            -conduct dialogues to every brgys.            -distribute leaflets, reading materials, and stickers and other IEC re: peace &amp; order            -monitor / check the nefarious activities of criminal elements through the help of BPOC's.</p>			<p>compliance on certain provisions of DDB reg.04 s.2016 and DDB reg.-04 s. of 2017.</p> <p>DILG MC- 2008 -101-All Governors, City / Municipal Mayors, PB- Reorganization &amp; Guidelines in monitoring the Functionality of Barangay Peace and Order Committee <b>(BPOC's)</b></p>		



**(4) SERVICE INFORMATION PER GOVERNMENT SERVICE<sup>3</sup>**

<b>GOVERNMENT SERVICE: MASAMASID CONCERNS/INQUIRIES</b>					
<b>SERVICE INFORMATION</b>					
<b>LIST OF REQUIREMENTS</b>		<b>LIST OF STEPS AND PROCEDURES</b>		<b>Total Processing Time</b>	<b>Total Fees to be Paid</b>
<b>Requirement</b>	<b>Legal Basis</b>	<b>Client Steps/Procedures as indicated in the Citizen's Charter</b>	<b>Legal Basis</b>		
Submits concerns/ inquiries Through private message on facebook.		-analyzes and verifies the reliability and truthfulness of the concern.  -if the concern is reliable & truthful the office will endorse the concern to the responsible authority according to its nature through referral.		1 day	NONE
Submits concerns/ inquiries Through private message on the hotline number; or submits concern through private call on the hotline number.		-analyzes and verifies the reliability and truthfulness of the concern.  -if the concern is reliable & truthful the office will endorse the concern to the responsible authority according to its nature through referral.		1 day	NONE

<sup>3</sup> Please note that one table is to be filled-up per Government Service.

To fill up:

- a) List down all requirements applicable to the government service
- b) Per requirement, cite legal basis/rationale why requirement is essential
- c) Steps/Procedures should be listed in the Client's perspective
- d) If applicable, legal basis of each step/procedure may be indicated in column 4
- e) Input the total processing time for the service in working days and/or hours
- f) Input the sum of all fees paid for the service



GOVERNMENT SERVICE: MASAMASID CONCERNS/INQUIRIES					
SERVICE INFORMATION					
LIST OF REQUIREMENTS		LIST OF STEPS AND PROCEDURES		Total Processing Time	Total Fees to be Paid
Requirement	Legal Basis	Client Steps/Procedures as indicated in the Citizen's Charter	Legal Basis		
Submits concerns through personal narration.		Records the concerns, analyses and verifies the truthfulness of the concern  -if the concern is reliable and truthful the office will endorse the concern to the responsible authority according to its nature through referral.		1day	NONE